

Mayor: Dan Roe Councilmembers: Jason Etten Wayne Groff Robin Schroeder Julie Strahan	City Council Agenda Monday, July 10, 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. Roll Call
Voting & Seating Order: Strahan, Etten, Schroeder, Groff, and Roe
2. 6:01 P.M. Pledge of Allegiance
3. 6:02 P.M. Approve Agenda
4. 6:03 P.M. Public Comment
5. Recognitions and Donations
6. 6:08 P.M. Items Removed from Consent Agenda
7. Business Items
 - 7.A. 6:10 P.M. Public Works, Environment, and Transportation Commission
Joint Meeting with the City Council

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)
 - 7.B. 7:10 P.M. Consider a Resolution providing preliminary approval of a Major Plat of an existing parcel as ten lots for single-family attached homes (twinhomes)

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)
 - 7.C. 7:30 P.M. Review and Discuss Pending Future Agenda Items

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF](#)

8. Council Direction on Councilmember Initiated Agenda Items

9. 7:50 P.M. Approval of City Council Minutes

Approve Minutes from June 20, 2023 City Council Meeting

10. 7:55 P.M. Approve Consent Agenda

10.A. Approve Payments

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENT.PDF](#)

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

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)

10.C. Approve Resolution Awarding Contract for 2023 Drainage Improvement Project

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)

10.D. Approve Resolution Requesting Conveyance of a Tax Forfeit Parcel, Farrington Estates Outlot A, from Ramsey County

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)

10.E. Adopt an Ordinance Approving a Zoning Code Text Amendment to §1001.10, Definitions, and the Table of Allowed Uses (1007-2) of the Institutional District, and Adopt a Resolution Approving a Conditional Use, all in support of an Environmental Service Center for Ramsey County Property Management and the property located at 1725 Kent Street (PF23-005).

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)

10.F. Approve the renewal of a short term rental license for 1885 Shady Beach Avenue

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)

10.G. Approve the renewal of a short term rental license for 257 South McCarrons Blvd W

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)

- 10.H. Approve 1415 County Road B West Project Agreement and Pathway Easement Agreement

Documents:

[REQUEST FOR COUNCIL ACTION AND ATTACHMENTS.PDF](#)

11. 8:00 P.M. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager

Documents:

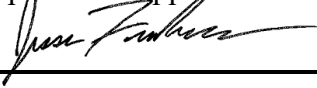
[PRESENTATION.PDF](#)

12. 8:10 P.M. Adjourn

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 7.a

Department Approval



City Manager Approval



Item Description: Public Works, Environment, and Transportation Commission Joint Meeting with the City Council

BACKGROUND

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments, and to discuss the upcoming year's work plan and other potential issues to consider. The following are activities over the past year and issues the Commission would like to take up in the next year.

Activities and accomplishments:

- Less Mow May
- Sustainability Topics – 3rd Annual Sustainability Super Meeting
- Transit Update from Met Council
- Numerous Staff Updates – Recycling Updates, MS4, Sustainability, Utility Rates, Pavement Management

Work Plan items for the upcoming year:

- Continue Speed Limit Discussion with input from Council
- Discuss the Scope of the Commission
- Development of Bike Network Plan
- Eureka Recycling Contract
- Update on the Roseville area transit system

Questions or Concerns for the City Council:

- Any feedback on speed limit discussion to date? What type of engagement with the public would the Council like to see?
- Does Council want the Commission to look into organized waste collection?
- Is there a need to look at regulating small electric motor vehicles (scooters, etc.) in the right-of-way and on pathways?
- Should we review public safety, as related to transportation and infrastructure?
- Does Council want the PWET Commission to look into the mowing ordinance?
- Does Council want the PWET Commission to look into ideal street design standards?

- What other topics would the Council like the PWET Commission to address over the next year?

Over the past year, the PWET Commission has made a few recommendations for Council to consider. Below is a brief discussion of each recommendation:

- Take Out Containers

- At the March 2022 and August 2022 PWETC meetings, Take Out Containers were a topic. Both meetings resulted in recommendations to the Council. March 2022 PWETC meeting recommended a ban on Polystyrene, Plastic #6, in food take-out containers. Our August 2022 recommendation was to follow the St. Louis Park Ordinance as a base for Roseville's Take Out Container Ordinance. Going forward, staff would modify the name to be the same as surrounding cities' ordinances, called "Green to Go." The minutes of the PWETC discussion are included as Attachment B. A memo on the topic is included as Attachment C.

- Speed Limits

- Over the last year, the Commission has discussed possible changes to the speed limit on the City of Roseville streets. The Commission discussed this topic at the September, November, and April PWETC meetings. Before the Commission begins engagement with the public, the Commission and staff would like feedback on the speed limit discussion. Staff and the Commission want to make sure Council supports what will be proposed to the public during engagement and get feedback on the types of engagement the Council would like to see. Information on the speed limit discussion to date is included in Attachment D. The presentation from the April meeting is included as Attachment E.

- PWETC Scope Change

- At the March PWETC meeting, the Commission discussed the PWETC scope and duties. This review was in response to discussions last year about the name change, prior to the direction Council gave to the Commission in May. At the meeting, the Commission made recommendations to change the scope of the Commission. The recommendations are included as Attachment F.

- Sewer Service Lateral Revolving Loan Policy

- At the February PWETC meeting, the Commission discussed sanitary sewer laterals and water services and how the City can help residents replace their private services. The Commission supported the concept of establishing a revolving loan fund to help residents. The Commission thought this was something that maybe the Finance Commission would like to review. The minutes and background of the discussion are included as Attachment G.

- Street Name Change Policy

- At the June PWETC meeting, the Commission discussed a policy for if residents want to change the name of the street. This review was in response to residents on County Road B, west of Cleveland, inquiring about changing the name of the road since it is no longer a county road. The Commission recommended the Council adopt the draft policy. Draft minutes of the discussion are included as Attachment H. The draft policy is included at Attachment I.

70 **POLICY OBJECTIVE**

71 Per City Code 201.07.B - At least once a year, each Commission shall meet with the City Council to
72 report on the previous year's work and to discuss work plans and pending issues for the upcoming
73 year.

74 **BUDGET IMPLICATIONS**

75 There are no budget impacts.

76 **RACIAL EQUITY IMPACT SUMMARY**

77 There are no equity impacts associated with this joint meeting.

78 **STAFF RECOMMENDATION**

79 Staff recommends the City Council hold the joint meeting and provide feedback.

80 **REQUESTED COUNCIL ACTION**

81 Hold joint meeting and provide feedback.

Prepared by: Jesse Freihammer, Public Works Director
Attachments: A: PWETC 2022-2023 Meeting Topic Summary
B: Take Out Container Discussion Minutes
C: Take Out Container Discussion Memo
D: Speed Limit Discussion Minutes
E: Speed Limit Presentation - April
F: PWETC Scope Change Recommendations
G: Sewer Service Lateral – Revolving Loan Fund Recommendation
H: Draft Street Name Change Policy Minutes
I: Street Name Change Policy Recommendations

**Roseville Public Works, Environment and
Transportation Commission
2022-2023 Review**

Below is a list of topics discussed at the PWET Commission Meetings from July 2022 – June 2023.

2022

July:

Review of City Council Joint Meeting – Set Preliminary Work Plan
Discussion of Commission Name, Scope Duties and Function

August:

Zero Waste Packaging Ordinance Consideration
Continue Discussion on Commission Name and Scope

September:

Speed Limit Introduction
Civic Campus Master Plan Update

October:

No Mow/Less Mow May Discussion
2023 Proposed Utility Rates

November:

2023 Work Plan
Speed Limits
Winter Plowing Update

2023

January: Sustainability Super Meeting! (3rd Annual)

Green Team Update
Roseville Sustainability

February:

City Code Update
Roseville Pathway Projects
Service Laterals

March:

Metropolitan Council and Metro Transit Update
Eureka Recycling Update
Commission Name Change Discussion

April:

U of M Climate Policy Student Group – Walk Friendly Community
Speed Limits
Pavement Management Update

May:

Council Request for Commission Review
Tour

June:

Gold Leaf and High Impact Climate Action
MS4 Annual Meeting
Street Name Change Policy – Draft
Preparation for City Council Joint Meeting

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

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

7. Take Out Food Containers – State of the Region

Civil Engineer Stephanie Smith made a presentation to the Commission on take-out food containers.

Mr. Johnson indicated the City has been working on making events zero waste and the costs ended up being a few cents each per item. He thought looking at it from a business side, there could be a sticker shock from one type of container to another, if purchased in bulk.

Ms. Smith indicated she could reach out to some businesses in St. Paul to see what their impact has been for turning to compostable containers.

Chair Wozniak indicated container costs are one factor but he was wondering about other costs such as did business choose to leave a city due to compostable or recyclable container requirement.

Ms. Smith thought the cities would be more lenient on those measures instead. St. Louis Park and Minneapolis both had allowances for if the businesses were not able to find a compostable or recyclable alternative from what the business typically uses.

Chair Wozniak indicated another perspective he would like to hear from is from the recycler.

Ms. Smith indicated she would be interested in that information too. She did not think Minneapolis was single sort like Ramsey County is with Eureka. She thought there are other ways the Commission can talk about sustainable practices.

Member Spencer asked what the plan is for the plastic bags that carryout the take-out containers.

Ms. Smith indicated Minneapolis has a plastic bag ban. She thought if the Commission wanted to consider a plastic bag ban that could be reviewed and would affect retail stores as well as restaurants.

Chair Wozniak thought the both the recycling vendor and waste processing facility would appreciate that. He noted bags get stuck on processing equipment and have to be jackhammered off the equipment at the end of each day.

Tuesday, August 23, 2022, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

5. Zero Waste Packaging Ordinance Consideration

Environmental Manager Johnson and Sustainability Intern Bakken made a presentation on a Zero Waste Packaging Ordinance and asked the Commission to discuss options for an ordinance in order to provide a recommendation to the City Council.

Member Hodder asked what are the options for materials of a Chinese restaurant for recyclable to go containers.

Ms. Bakken indicated there are plastic pails that are not plastic lined that would probably be the best alternative option or moving to some sort of recyclable clamshell type of a material would probably work out as well.

Member Hodder asked if there are any supply chain issues.

Ms. Bakken explained that has been an issue, especially with paper products from what she has heard. She did speak with one of the city's restaurants and he has had some problems with getting his materials sourced which is why she would definitely recommend a gradual approach.

Member Cicha indicated he had a question about compostable boxes and if the City had a facility to handle those or where would those end up going.

Ms. Bakken explained there is one drop site in Roseville right now and was a part of the discussion in March as well. There is not a really good pick-up option in Roseville, and Ramsey County is rolling out their curbside blue bag system next year so those things should be able to directly in the garbage but she thought if the City were to take this on, there would need to be a system of how to put it in place.

Member Collins was interested to know if current disposable coffee cups were compostable or not.

Ms. Bakken indicated most are not, most have the plastic liner in them but the cuff and some of the tops are compostable. She noted a new coffee shop in Roseville that does use compostable cups.

Chair Ficek invited public comment.

Mr. Dale Howey indicated he is running for the City Council and this is a topic that is near and dear to his heart. He explained when talking about the clamshell, plastic number 5, he has been to restaurants that have that type of container and he wondered what percentage of plastics that are being put in the recycling actually are being utilized. He heard it is only nine percent and hoped this is a part of the recommendation to the City Council for to-go containers.

Ms. Bakken explained she did not know exactly what Eureka's market is for their recycling. She noted she was just going off of what they will accept. She thought that would be a good question for Eureka and if they have had issues with plastic number 5.

Mr. Johnson explained the City gets updates from Eureka quarterly and since they are keeping a lot of the City's material as local as they can, they have not had an issue recycling most if not all of it. The City does not see the same flood of plastics that a lot of the coasts have just because they are trying to ship it out. Eureka has been really good about utilizing all of the City's materials. He noted the City has had good success with it and did not think the City was in that nine percent range, but he could check with Eureka again to see if they have a specific number for it.

Member Hodder asked if black plastics would be included in compostable materials.

Ms. Bakken indicated the black plastic is not recyclable.

Member Ficek asked the Commission if the City needed something like this. He thought the Commission could discuss the need and details.

The Commission agreed the City should move forward with something like this.

Member Hodder thought it was important to educate businesses and the general public about what their options are.

Chair Ficek agreed and thought this was the correct way to move forward with the phasing of it. He indicated by looking at the table in the packet if staff could focus on whichever ordinance staff thought was closest to what they wanted to emulate, the Commission could go down the list.

Ms. Bakken indicated staff does like St. Louis Park's approach to this. She thought all of the ordinances are similar with the types of materials required and the types

of businesses that are exempt. She explained staff liked that St. Louis Park has been easing their businesses in and liked that they did the educational piece with a vendor fair. She explained that would be her recommendation. She indicated St. Louis Park does have a solid waste staff that manages it, but this could fall under Public Works for complaint-based enforcement.

Mr. Johnson agreed with Ms. Bakken.

Ms. Bakken recommended to keep the recommendation in that materials with lids have the same type of material throughout so it is easier for the consumer to know what to do. She noted St. Louis Park and Edina does that as well.

Chair Ficek stated that at the top of the list, affected businesses, he noticed a couple of differences from St. Louis Park that they included food trucks and gas stations. He wondered if there was any reason to include or not include them.

Ms. Bakken thought gas stations could probably fall under, if the City wanted to include, some of the exemptions like foods prepackaged by the manufacturer. There will probably not be a lot of freshly prepared take away foods from gas stations besides hot dogs. The city does have a handful of food trucks that station in various parts around the city and would be something that would come up occasionally. A lot of food trucks, because they are mobile and working among some of the different cities, have probably encountered this in Minneapolis, St. Paul, and St. Louis Park already so a lot of the food trucks are probably already using materials that are pretty compliant. She would not see any issues with that personally.

Member Hodder thought some of the food trucks may need to have some education because a few he has encountered still use the Styrofoam containers.

Mr. Culver thought it was important to keep in mind that staff all agree and the Commission understands, just based on Member Hodder's last comment, whatever is recommended for an ordinance is going to be a really slow roll on the actual enforcement of it. It might be a year or more and he was not sure what the Council would want to do.

Chair Ficek asked when they talk about phased, does that mean it is a long time until full implementation with a lot of education with a set date where everything goes into effect or do they start with one thing being in effect and other things are added along the way until there is a full implementation.

Ms. Bakken explained her thought on that is because the City is not sure about the timing of Ramsey County's curbside pickup, roll out is going to be and could be as late as mid-year to late next year for Roseville. She indicated if she was going to implement this she would start with 2023 as being an educational period and, at the very earliest, start 2024 as starting to ban materials and starting to try to enforce it.

She would start with banning plastic number six, banning Styrofoam, requiring maybe recyclable and compostable options. A very baby step approach. She talked to a restaurant that said compostable materials are twice as expensive as Styrofoam containers so the business does not intend to continue to use them once his grant recycling money goes away so making sure the restaurant owners know what the recyclable options are because those are probably going to be less of a cost burden, which is important.

Member Hodder thought as far as the restaurants are concerned, they are still struggling with the effects of the Pandemic and staffing and he thought a phased approach would be prudent.

Mr. Howey explained he went to some food trucks at an event and what he noticed was they were throwing the recyclable directly in the trash so he suggested to the vendor to call him to organize a pick up. He thought there needed to be that last step if containers are recyclable to get them to a recycling bin.

Chair Ficek asked if there was any reason, in looking at the St. Louis Park Ordinance, to change the effected businesses.

Member Collins thought prepacked foods at a gas station might be something to exempt.

Chair Ficek asked if there should be any other exemptions made. He thought the only real difference in Minneapolis was the flatware and straws and he did not think there was a reason to include those in the exemptions.

Member Hodder thought all the listed exemptions are reasonable.

Ms. Bakken thought a business could also offer straws on demand. She explained she saw a business that had a dispenser for straws where the customer could take one if they wanted one, which was a good implementation.

Chair Ficek reviewed the acceptable packaging and did not think there was much difference between the ordinances.

The Commission agreed.

Chair Ficek reviewed banned materials and did not think the differences were great. He also reviewed other requirements.

Ms. Bakken thought banning all colored plastics should be included and an important determination.

Chair Ficek did not think the Commission would have much say in enforcement but the penalties, St. Louis Park does have the \$100 administrative penalty so a

business could just budget this into their costs and pay that fee when it comes up. He asked what that meant, would it mean every incident is \$100 penalty.

Ms. Culver explained some of the details staff would want to run by the City Attorney but he believed it could be \$100 penalty with every violation and that would be, generally how that would work, the City probably would not do compliance checks unless working with the health department because the City does not do any licensing of restaurants, at this level for most of these establishments. This would probably be on a complaint basis. It could be cumulative and in excess of that.

Ms. Howey wondered why a nursing home would be exempt. She indicated she works in a nursing home and there are piles of polystyrene and she did not know what the rationale is for that and if it was a finance thing.

Ms. Bakken assumed that it is because those nursing homes and hospitals contract with certain food service companies so there might be a mix of pre-packaged foods they are using and also whatever they are contractually obligated to use for certain dietary restrictions, that would make it a little more burdensome for those locations to try to comply.

Mr. Culver indicated they needed to figure out what is considered take-out. The food is prepared in a kitchen and taken out to the rooms at the nursing homes or hospital rooms so it is still kind of internal. He noted it is still not great to use polystyrene but he thought the intent was to try to keep this from going to people's homes and then being disposed of there.

Motion

Member Collins moved, Member Hodder seconded, to recommend the City Council follow the St. Louis Park Ordinance as a base with 2023 as an education year and 2024 to start enforcement of the Ordinance as well as some type of sliding scale for penalties and banning black plastic as well as tying this to Ramsey County roll out of curbside recycling.

Ayes: 4

Nays: 0

Motion carried.

Ms. Bakken made a presentation on Plastic Bag Ordinance.

Mr. Culver indicated this particular item was not driven by the Council. This was not something that the Council suggested talking about. This was something the previous chair of the PWETC, Joe Wozniak, brought up to research. He explained he was not sure if this would be ready to make a recommendation on to the City Council until more research is done. The question he thought was interesting was why Minneapolis exempted food take-out for the plastic bags in particular because

that is kind of an interesting exemption. He thought it makes sense that if a City is trying to promote not using plastic bags at all why would the City not go all the way but there may be some reason why. He thought staff should research that a little more and come back with some more information on that.

Chair Ficek was curious about this too because these Cities had a lot more restrictions with the take-out containers than with the plastic bags which he wondered about as well.

Mr. Howey explained he uses his compost bags for a lot of things because these are plant-based resin bags and are strong. He wondered why more people are not using these alternative type of bags for short term use when they are out there and available.

Chair Ficek thought a lot of that has to do with education and how many people know about it. He thought expense may be another part of this.

Chair Ficek indicated paper is better than plastic and if that is true, is there a way to encourage that as the default of choice rather than plastic. He did not know how that would come into an ordinance.

Ms. Bakken thought that was an interesting tactic. She would probably go back to staffing issues to figure how this could logistically be done. The other thing is how popular curbside grocery pickup has become and whenever she has done that she did not think she has ever received paper bags, it has always been plastic and part of that is because of perishable foods they need to keep but she thought that would be an interesting conversation to have with some of the bigger food stores and the Targets to see what they would have to say regarding that.

Councilmember Strahan joined online and explained she has had a lot of complaints recently about the trash on Snelling Avenue, especially around Burger King, KFC and along the back of those restaurants with paper bags so she did have some reservations. She noted she did bring this up before but has not done so recently. She thought in Minneapolis this ordinance has seemed to work very well and is changing the mind thought of many people regarding plastic and paper bags. She thought if the City could find a way to beautify the City in the process and a way to reduce trash. She also wanted to make sure with recyclable and compostable take-out containers the City needed a way to make sure the items are not going into the regular trash.

Chair Ficek indicated he was not sure if he would be ready to move forward at this time with any kind of recommendation. He thought there was more information needed.

Member Hodder explained he would like to see what Eureka is getting in that waste stream and where that stuff goes, as far as what is it and where does it go.

Mr. Culver thought Eureka would be happy to come back to the Commission to discuss these things.



Memorandum

TO: Roseville City Council
FROM: Noelle Bakken, City of Roseville Sustainability Specialist
DATE: July 10, 2023
SUBJECT: “Green to Go” Food Packaging Proposal

Executive Summary:

Polystyrene, better known as Styrofoam, is commonly used in food take-out containers. Production, usage, and disposal of this substance presents multiple environmental and public health risks, including contribution to the presence of microplastics in soil and waterways. As of July 2023, the cities of Minneapolis, Saint Paul, Saint Louis Park, and Edina have enacted zero waste ordinances to ban polystyrene and require take-out food packaging to be either commercially compostable or recyclable plastic, and we are exploring a similar ordinance for Roseville.

Background:

Over 100 restaurants operate in the City of Roseville, and COVID-19 resulted in many more restaurants offering take-out service. Food waste and packaging make up about 45% of all materials in U.S. landfills, and some studies suggest that restaurants account for nearly 80% of disposable packaging waste in the United States. According to Regional Indicators data, an estimated 54% of Roseville’s waste was incinerated or landfilled in 2020, or 20,652 tons. (Note that waste data is collected at the county level and pro-rated by city population.)

The Minnesota Pollution Control Agency’s Metropolitan Policy Plan for Solid Waste Management sets forth a goal for Metro counties to reach a 75% recycling rate by 2030. As of 2020, Roseville’s recycling rate was 46.2%. Implementing a take-out food packaging ordinance, in combination with Ramsey County’s upcoming Food Scraps Pickup program, would help the City of Roseville come closer to meeting that goal. Additionally, commercial businesses could reduce their solid waste fees by separately disposing of compostable materials and food waste.

Recommendations:

If the City wishes to enact an environmentally acceptable food packaging ordinance, we recommend following the lead of other nearby cities’ implementation tactics:

Education and Outreach

- Listening sessions and/or work group for local restaurants to ask questions and provide comments.
- Organics recycling education and outreach for residents.
- Technical and financial assistance for businesses:
 - BizRecycling grants and WasteWise assistance
 - Hold a packaging fair for restaurant/franchise owners, packaging professionals, BizRecycling, WasteWise, and others to connect and learn.

Exemptions

- Licensed catering companies, hospitals, and nursing homes serving pre-packaged food are typically exempt from food packaging ordinances in most cities.
- Minneapolis and Saint Louis Park phased in certain required materials based on supply chain challenges and restaurant feedback.

Enforcement

- Provide a 12-month period from the implementation date for restaurants to use existing inventory and order compliant materials.
- Restaurants using compostable materials must provide on-site organics collection bins for customers.
- Ramsey County manages food establishment licenses and inspections, but cannot enforce local ordinances. Roseville staff would need to manage compliance.
- Enforce compliance based on complaints.
- Fines for non-compliance with zero waste ordinances are generally in line with a city's administrative penalties. Roseville's 2023 fee schedule indicates a \$100.00 fine for a general City Code violation.

Recommended Action:

Review and discuss the current state of take-out food containers.

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

Tuesday, September 27, 2022, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

5. City Roadway Speed Limits

Mr. Culver made a presentation on the City Roadway Speed Limits.

Chair Ficek did not think a recommendation to the City Council would be made at the meeting but he would like discussion tonight for staff to be able to gather information and answer questions for the next meeting and figure out how much public input would be needed.

Mr. Freihammer explained what was done in Falcon Heights was to model what St. Paul did. Roseville is really trying to get to that point because it borders so much of St. Paul. He also indicated a survey could be done as well. He thought one of the big things would be to put some information in the newsletter for residents to get information.

Mr. John Kysylyczyn, 3083 Victoria Street, indicated he has lived in Roseville for thirty-five years. He reviewed some of the streets in the City where speed limits are higher than in other areas and he noted those streets do not get a lot of traffic. He reviewed his background and explained he was at the meeting because he is generally opposed to the change in the speed limits because, from what he has seen, this has been more about politics versus science. He provided background on the 2019 bill where this was passed in the Legislature. He explained this was more a political process that brought this law forward, not one based upon science or sound public policy. He reviewed history of some of the complaints over time with local speeding. He stated the fact is that the crazies that are out there driving don't look at speed limit signs or stop signs or stop lights. There is no way to legislate for that group of people because those people will not drive the speed limit no matter what number is put on the sign. Another thing is if you talk to a Police Officer off the record, the main reason why they are not going to be writing speeding tickets for someone going 28 in a 25 is the cost of the speeding ticket. He explained the cost is so high because the County gets a cut, the court system gets a cut, the law library gets a cut and the State is still balancing a shortfall from the Pawlenty Administration on the backs of traffic citation tickets. There is still a surcharge that goes to the State. It is not teaching people a lesson, it is actually harming people, it is penalizing people far more than educating them. One concern he does have is

when they create laws that you know a lot of people are going to break, what you are doing is giving a license to all law enforcement entities to stop people. A person needs probable cause to stop someone and question them. By passing laws making most people law breakers, the officials are giving law enforcement a license to really stop anyone they want to and that should be a serious concern that people have.

Chair Ficek thanked Mr. Kysylyczyn for his input.

Mr. Culver explained that, as a representative of the City Engineers Association of Minnesota, he actually testified against the 2019 bill that passed. The language that finally ended up in Statute was actually a combination of a couple of bills that had been introduced in the proper course of time through the process. There were several hearings about it over the House and Senate committees. The feedback he got when he was there from his own representative was that they were tired of listening to engineers asking them to let the engineers study it again. His testimony at the time was they should really give the engineers a chance to reconnect as a group, as an industry and with the special interest groups to talk about what the statutory stream of it should be, because the cities felt very strongly and counties feel the same way about the bill that talks about the counties setting the speed limits on their roads. This is not something that should be done piecemeal. This is not something that one county or city should have a different set of speed limits than the city or county next to them because it gets away from uniformity of the law which then there really is confusion out there and people do not know what the speed limit is if the person happens to not to see the sign, for whatever reason. That was their major concern and he was told in very blunt words that the Legislature is just tired of listening to the engineers and that the Legislatures were going to fix the problem and this was their way of fixing the problem. He appreciated Mr. Kysylyczyn coming down to discuss this.

Mr. Culver indicated that enforcement is going to be the biggest issue and how will the City enforce this and when will it be enforced. How will the City get the police officers to embrace some targeted enforcement in that and will clearly have to be a part of the whole picture if the City is going to make the speed limit actually effective.

Member Cicha thought it sounds like this is something the Commission should at least hear from the Police Chief about because as he understood it, the Police Department is against this and he would like to hear their reason why. He thought hearing from the Police Chief would help in making a recommendation.

Chair Ficek wondered if this would be a good opportunity to collaborate with the Police Department Commission on. He indicated he did not have any idea on what that might look like though.

Mr. Culver explained the only thing he will say regarding the Police Commission is that he is not exactly sure what their prevue is on that Commission and what their official task is.

Vice Chair Joyce asked if the 2021 speed study includes traffic flow, traffic timing, and other things come into play.

Mr. Freihammer explained the data the City collected, most of it was done in 2017 and it was updated in 2020, which was during COVID, and may be the reason why some of the data in parenthesis may be a little higher in some cases. The majority of the data on the 85th percentile sheet was collected during normal operations.

Vice Chair Joyce thought there needed to be an accurate snap shot of what is going on now for traffic in the City, post COVID. Another thing is on City streets the carte blanche of one speed limit on all of them, just because the City owns them, he wondered if there were other examples of other cities, besides the County and State Aid roads, is there any thought about particular roads that the City owns that would be posted otherwise.

Mr. Freihammer explained St. Paul did a study and does have an overall 20mph speed limit; however, on collectors or as otherwise posted St. Paul does have these posted at different speed limits. That could be an option for the City.

Vice Chair Joyce explained he did like the point that Mr. Culver made about the uniformity in the region to make it seamless through each town a person drives through. He thought the reason for uniformity makes a really good reason for taking a look at it.

Member Misra thought since COVID, a lot of lifestyles have been affected and what she has noticed is that people are out walking around a lot more now and people are out with families more as well. There seems to be more pedestrian and bicycle traffic and she thought those are things that Roseville has tried to promote. She thought the speed limit issue seems to be related to that. If the City is seeing a shift in lifestyles and how people are living in Roseville, then it seems to her that looking at something like a speed limit change is completely appropriate. She thought taking a look at it is a good idea. She asked, as the City blankets itself with a standard speed limit, how does that affect the other streets that the City does not control. She thought that would change the traffic patterns on the County and State controlled streets. She thought that Roseville is unique in a sense that there are many streets not governed by the City which could affect a lot of traffic. She would like to know if the speed limit is decreased on streets that are controlled by the City how will that will affect traffic on a number of streets that are still residential but that Roseville does not have control over. She also wondered if there are ways that Roseville can exercise control over those streets because she thought context is everything and in Roseville those are residential streets with driveways.

Member Misra explained she would like the Commission to also look at neighboring cities that have changed their overall standards that have bordering streets to Roseville to take a look at those speed limits and be considerate of the neighboring cities. She also thought it was important to look at the policing of the streets but also understood that a lot of people are abusing the speed limits and by reducing the speed limit the City would be indicating to the residents and commuters to slow it down all over the place. This is more of a general indicator that may bring down speed across the board.

Member Collins indicated he had opinions that he wanted to keep to himself at this time.

Chair Ficek noted he is an engineer by trade but he is balancing that with maybe there is a cultural change that is needed. He explained that he has talked to Mr. Culver previously about streets and the engineers designing them for cars and the change now is to try to design the roads for pedestrians and bicycles and trying to determine which will dictate the rules for the road. In terms of questions he has of what he would like to see, it would be interesting to see some of the things the City has rolled out and how decisions were made and what were some of the aspects looked at and what were the results. He also agreed he would like to hear from the Police Chief and the education processes that can be there, not only for a roll out but is there a way, if they were to go with a lower speed limit, are there programs that can get the residents involved where they can actually start to understand what the actual speed is when standing out in the front yard. He would also like to find out from other cities that decided not to go to uniform city speed limits and find out the reasons why. Generally, he thought there is agreement to continue to look at this and gather more information before making a recommendation. He thought the public needed to be involved but not immediately, he thought the public should be included at a later stage.

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

7. City Roadway Speed Limits

Public Works Director Jesse Freihammer explained at the September PWETC meeting, staff presented information about speed limits. The Commission asked staff for more information and staff has gathered that information. A 50th percentile speed map is available, in addition to the 85th percentile speed. The police department has also contributed detailed stats about traffic stops since 2017.

Mr. Freihammer presented the new information and asked for Commission feedback.

Member Hodder explained when looking at the 50th percentile for speeds on Roseville roadways, what is the current speed limit and would the 50th percentile represent.

Mr. Freihammer explained the 50th percentile is the median speed. Half the cars are going faster than the speed limit and half the cars are going less than the speed limit. He showed a slide of the speed limits in the City. If a change was considered, it would obviously be less than the current speed limit.

Chair Ficek asked for the cities Roseville borders that have changed the speed limit, are there signs going into it or is it individually posted.

Mr. Freihammer explained what Falcon Heights did was to post every street. St. Anthony posted a sign when going into the city at the major entry roads stating the city-wide speed limit on local roads. He believed New Brighton is doing the same thing as St. Anthony. He reviewed some of the other cities that have changed the speed limit on local roads. He noted if Roseville does decide to move forward the City probably would keep signage where it currently is and not add any more signs.

Member Cicha indicated he viewed a speed limit change as more of a long-term policy and thoughtfulness from the community. He explained as seen from data, people do not instantly change their driving style or speed, even with a speed limit posted and he did not know if there was any way to change that, but he did think there are benefits in the long term once younger people start driving. He thought Roseville could get feedback from cities that have had the speed limit change for a year or more, but he was not sure it would show a lot of change,

Chair Ficek agreed with Member Cicha. He asked the Commission what options the City could take moving forward. He reviewed the options staff has given with the Commission.

Mr. Freihammer indicated if the City did a citywide speed limit change it is a pretty simple process, if that becomes the recommendation. If the City does something that is by type, then he would recommend doing a study to document that and a little more work involved.

Chair Ficek thought the speed limit map was a good starting point.

Mr. Freihammer agreed and noted that is what some of the other cities started with.

Chair Ficek thought the PWETC could have an open house, if needed.

Mr. Freihammer indicated if the City had something to present there could be a meeting to present what is proposed for resident input.

The Commission discussed what should be included in the information to residents to respond to including costs, speed study, chart showing risk of death or serious injury, and the police enforcement report summarization.

Member Luongo thought this is a lot of information and people are not going to read it if there is too much so she would like for the information to be organized and condensed if possible.

Tuesday, April 25, 2023, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

7. Speed Limits Update

Public Works Director Jesse Freihammer and Assistant Public Works Director/City Engineer Jennifer Lowry provided a speed limit update to the Commission.

Chair Ficek thanked staff for the presentation.

Member Cicha indicated he would be curious to hear from police organizations who have gone through this experience and have had speed limits change and if their initial fears of their workload and resources have actually been impacted by the change in the speed. What he has heard from the City's police force is that there are not enough resources to try to follow up if the speed limits were to be lowered.

Ms. Lowry indicated she has been talking more with engineers than Police Chiefs and those she has talked to either do not have a dedicated traffic enforcement group or did not ramp up or have dedicated work. She thought it would be interesting to hear from those entities as well as what complaints have come in from those folks or other people.

Vice Chair Collins knew the Dale Street project is going to be coming up with new markings and he wondered if the speed limit will be the same as what it was or will there be any input as to possible changes.

Ms. Lowry explained county roads will remain the same even if the City were to implement a change in speed in the city and typically a speed change would be made after a road improvement, but a speed study would be done to determine what the speed should be. With a speed study there is a possibility and risk that the speed limit could be raised.

Member Mueller asked what a speed study entailed.

Mr. Freihammer reviewed how a speed study is conducted.

Chair Ficek asked if there is a timeline on the MnDOT study.

Ms. Lowry reviewed the timeline with the Commission but thought the process was supposed to be within the year. It was started in 2019, so it was supposed to be done already and she did not know if there was a set completion date.

Chair Ficek thought he saw something about Minneapolis and St. Paul follow up studies and he wondered if those cities were moving forward to evaluate their speeds now that those cities have changed the speeds and have a few years data.

Ms. Lowry indicated she would check. She talked to both cities but did not ask that specifically.

Chair Ficek asked if dynamic signs are done by request.

Mr. Freihammer indicated that was correct. The City usually gets a lot more requests than what staff can move around the city and as staff has learned that is done by a volunteer and does affect the variability. He noted there is one permanent one on County Road B but the one advantage to moving them is that people get used to them and ignore them, so it usually is good to rotate them with construction projects for cut-through traffic in neighborhoods.

Member Mueller indicated when she has reached out to the County before regarding the lack or visibility of speed limit signs on County Road B, as an example, she has been told that there are limitations with the number and type of signs that can be posted and that there has to be certain rights-of-way or distances or whatever and different sign types. She asked if that was accurate and something the City needed to consider for Roseville roads.

Mr. Freihammer explained only so many signs can be put up. The City's policy is to make sure there is one speed limit sign every half or quarter mile or some sort of stop intersection. He was not sure what the County's policy is, but speed limit signs cannot be placed close together.

Mr. John Kysylyczyn, 3083 Victoria Street, provided background information on the history of his political career and indicated he has taken an interest in this subject. He explained he was opposed to the efforts to adjust the speed limits in the city because he thought it was a complete waste of time and money. He pointed out that he has noticed there is no ticket data. There is data as to the traffic stops, but there is no data as to how many speeding tickets have been written and for what speeds they have been written for. St. Paul disbanded its traffic unit so the idea that the City will have more officers focusing on traffic is false and is actually going in the opposite direction. Roseville has done local enforcement and the outcome of the local enforcement efforts back twenty years ago was that the tickets and the people that were being stopped were the people that lived in the neighborhood. There is this rabbit hole he encouraged the Commission not to go down, which is that slower driving leads to less injury. The problem is not the speed, the problem is the distracted driving, the people that are reading their cellphones while driving

down the road and talking on the phone while driving down the road. That is where the real problem lies. He would caution the Commission on studying data on what other cities have done because some cities make decisions that are politically driven, and some cities make decisions that are statistically driven. The cities of Brooklyn Park and Minneapolis are political party-endorsed where a lot of their decisions are based on politics. Shoreview, on the other hand, is not a political party-endorsed city and often times a lot of decisions made there are based on statistics. Another thing he wanted to raise caution about is passing laws that no one follows. That is the scientific versus politics. When you pass laws that no one follows people have a tendency of not respecting other laws. Another thing to point out is perhaps Roseville should stop paving local side streets that are four car lanes wide. Perhaps for the next reconstruction phase, quit paving four lane-wide local side streets and cut them down to three or two and a half lanes. Lower speed limits do nothing to affect the noise that bothers him, which is loud exhaust and loud car stereos. Equity was raised and if the City passes laws that no one follows it gives law enforcement the ability to pull over anyone they want to. Do not pass laws that no one is going to follow, and scenarios will not be created like that. He indicated if the Commission wanted to do a study or a survey of people, he would encourage the Commission to take a look at the recycling survey that was done.

Speed Limit Update

Public Works Department



Public Works Environment and Transportation Commission

April 25, 2023

Speed Limit Update

Agenda

- Background
- Update on Questions Asked
- New Local Research
- Next steps

Speed Limit Update

Background

- 2019 State Legislative Action
- 2022
 - July 11 Joint PWET/Council meeting
 - September 27 PWET Commission meeting
 - November 22 PWET Commission meeting

Speed Limit Update

Council and Commission Questions

- What are the benefits of lower speeds?
- What are costs of implementing a speed change?
- What have other cities done or learned?
- How are other cities experiencing compliance and enforcement?
- How does Roseville's crash data compare to others?
- What about other impacts of changes to speed limits?
- What are the public's thoughts?

Speed Limit Update

What are the benefits of lower speeds?

The likelihood of injury to pedestrians increases as driver speed increases.



13% Likelihood of fatality or severe injury



40% Likelihood of fatality or severe injury



73% Likelihood of fatality or severe injury

Source: MNDOT Statewide Speed Limit Vision Project



Perception/Reaction + Breaking Distance

Source: FHWA

Speed Limit Update

What are the costs of implementing a speed change?



Source: Seattle DOT



Source: Officer.com



Source: Ohio Education Association

Speed Limit Update

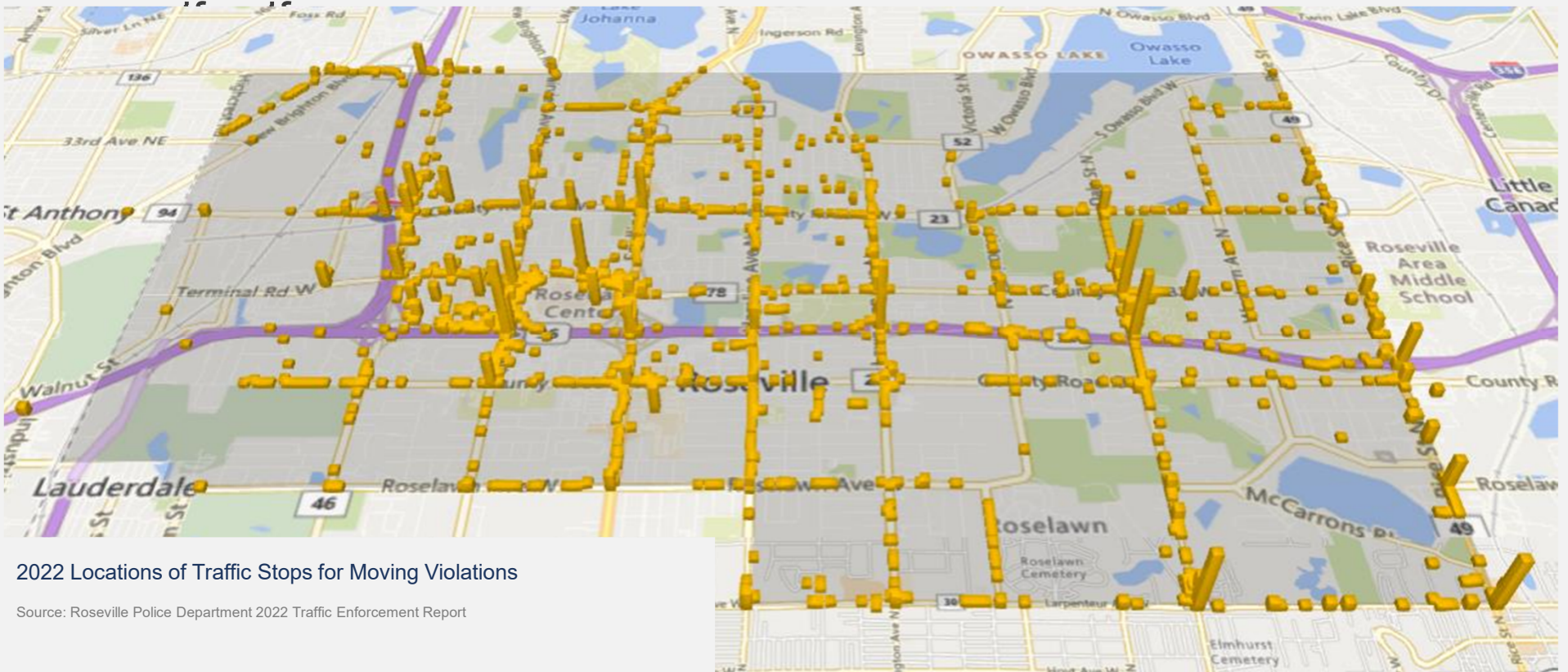
What have other cities done or learned?



Source: State of Minnesota GIS

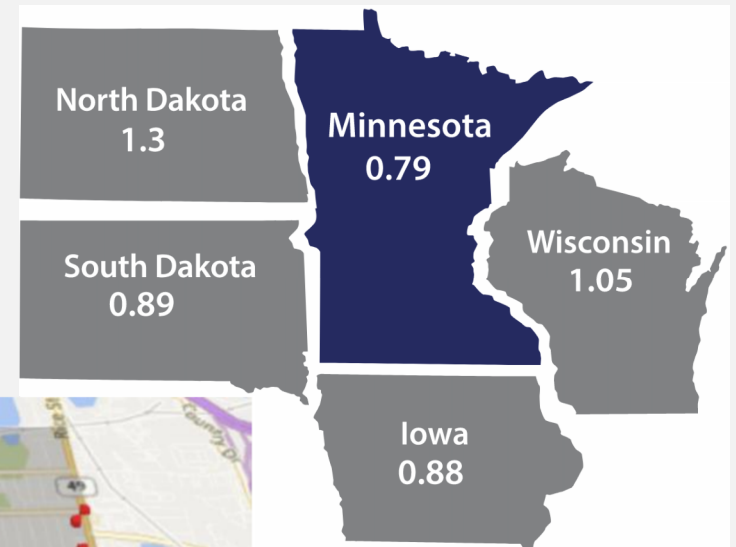
Speed Limit Update

How are other cities experiencing compliance and enforcement?



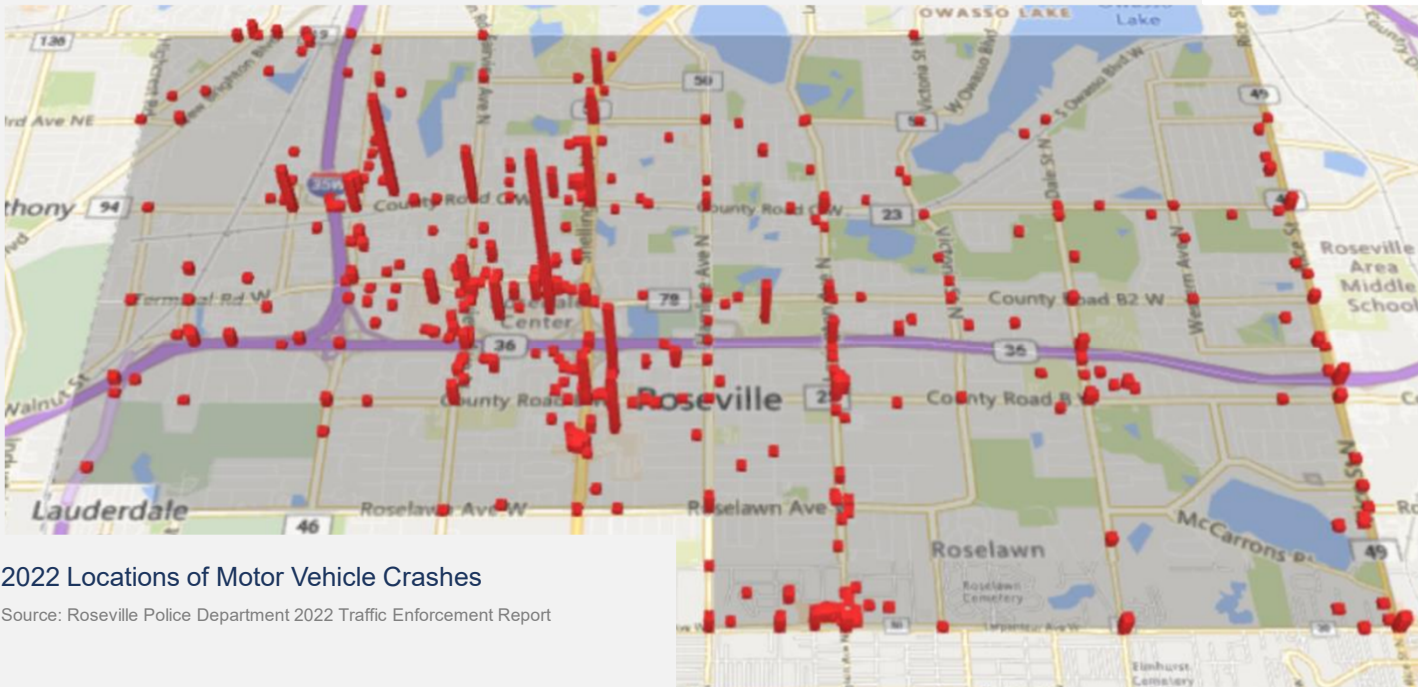
Speed Limit Update

How does Roseville's crash data compare to others?



Pedestrian & Bicycle Fatal Crash Rate

Source: LRRB Guidelines for Determining Speed Limits on Municipal Roadways

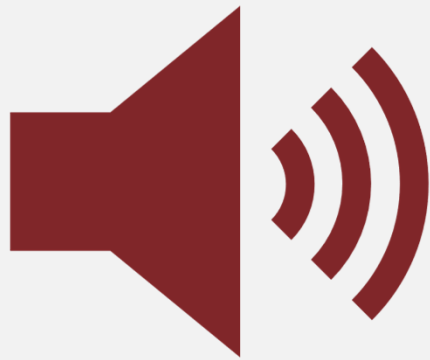


2022 Locations of Motor Vehicle Crashes

Source: Roseville Police Department 2022 Traffic Enforcement Report

Speed Limit Update

What about other impacts of changes to speed limits?



Speed Limit Update

What are the public's thoughts?



Source: Ohio Education Association

A close-up photograph of a survey form. The form has a grid layout with columns labeled 'her Nor ree', 'Somewhat Agree', 'Strongly Agree', and 'Agree Completely'. A yellow pencil is resting on the form, pointing towards the 'Strongly Agree' column. There are several rows of radio buttons, with some already checked with a black mark. The form is slightly tilted, and the background is a plain white surface.

Source: sciline.org

Speed Limit Update

New Local Research

- [Minnesota Statewide Speed Limit Vision Project](#)
- [LRRB Guidelines for Determining Speed Limits on Municipal Roadways](#)

Speed Limit Update

New Local Research

- [Minnesota Statewide Speed Limit Vision Project](#)



VISION STATEMENT

Speeds limits are set with an emphasis on all users with key influences of **safety, engineering, and surrounding land use.**

Core Values

Speed limits are:

- ① Affected by community context, land use, and road design.
- ② Governed by voluntary compliance through education and accepted social norms.
- ③ Established through consistent technical evaluation and applied equitably across all communities.

Source: MnDOT Statewide Speed Limit Vision Project

Speed Limit Update

New Local Research

- [LRRB Guidelines for Determining Speed Limits on Municipal Roadways](#)

“Changing the speed limit alone had no effect on driver behavior.”

“Changing driver behavior and reducing speeds will require added enforcement and changes to the road environment to adjust driver perception.”

Speed Limit Update

What we've done

Next Steps

- Continue to compile speed studies on local streets
- Compile more data on other cities' experiences
- Request Commission discuss with Council at Joint Meeting in July
- Seek Council direction before engaging public

THANK YOU

Public Works Department

CHAPTER 206 Public Works, Environment, and Transportation Commission

Proposed Changes:

206.2: SCOPE, DUTIES AND FUNCTIONS

The duties and functions of the commission shall be as follows:

- A. Serve in an advisory capacity to the City Council, City Manager and Director of Public Works on public works, environmental, and transportation matters.
- B. Maintain an interest in and an understanding of the functions and operations of the Public Works Department.
- C. Collaborate with City staff to review, evaluate, and develop policies and practices regarding sustainability and management of environmental resources.
- D. Collaborate with City staff to review, evaluate, and develop policies and practices regarding transportation infrastructure as it relates to the multi-modal needs and demands of the community. This includes related public safety issues and coordination with the Traffic Safety Committee if necessary.
- E. Engage with the Roseville community and serve as a community liaison for issues, ideas and proposals while providing appropriate feedback.
- F. Collaborate with federal, state, county, regional and other public works, environmental, and transportation services that impact City services. (Ord. 1313, 12-6-2004)
- G. Perform other duties and functions or conduct studies and investigations as specifically directed or delegated by the city.

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

Tuesday, February 28, 2023, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

7. Water and Sewer Service Lateral Discussion

Public Works Director Jesse Freihammer presented information regarding the Water and Sewer Service Laterals. He noted staff discussed ownership, issues with maintenance, types of maintenance/replacement options, and how the City helps residents with these issues.

Chair Ficek indicated there is a benefit to the homeowner in getting the inspection done. He wondered if there is a general benefit to the City as well in reducing the Inflow and Infiltration (I&I).

Mr. Freihammer explained every bit of I&I that goes in is paid for on the overall sewer bill to the City. The MET Council monitors the flow out of the City and every drop of water that goes in the City pays for.

Member Cicha asked with the point of sale inspections, is it typically immediately for anyone who sells their house.

Mr. Freihammer explained according to the Ordinance a person has to prove that an inspection was done which is shared with the City and a determination is done. This can be set up a couple of different ways.

The Commission discussed sewer line inspections, video of sewer scoping and replacements.

Mr. John Kysylyczyn, 3083 Victoria Street, explained he was not in favor of point of sale inspections. Another thing he wanted to caution the Commission on is that there are some residents who have extraordinary long sewer lines, including his. He reviewed the history of the area where his home is located and how much his sewer line replacement would cost compared to the ordinary sewer line most residents have.

Member Hodder asked what a better funding mechanism would be to make it work for someone like Mr. Kysylyczyn.

Mr. Kysylyczyn indicated he would not know. There are pluses and minuses with every property purchased.

Chair Ficek asked if the City had any other point of sale requirements.

Mr. Freihammer indicated he was not aware of any others.

Chair Ficek indicated he was reluctant about opening up discussion for this because it seems like it is a bigger policy discussion that is needed. He liked the idea of the revolving loan and would be interested in exploring that further.

Mr. Freihammer indicated this could be brought forward to the Finance Commission for discussion and then something that would need to be built into the budget potentially and work that would be involved to set that up.

Mr. Kysylyczyn noted to add to the revolving loan fund, government always gets paid first when there are liens on houses and the reason why the HRA got involved with those housing issues.

Chair Ficek indicated as he was thinking about this, there is a benefit to the City to have some of this done. He was kind of looking at that incentive and wondered if it could be offered at a really low interest rate or there could be something for low income such as no interest rate. He was not suggesting any particular way but he thought there were ways it could be thought about as to how that equity piece is brought in so that it is something that is more useable to everybody and it has that incentive behind it and more people look to it to figure out it is the right time to do it.

Mr. Freihammer explained staff can look at options and discuss with the Finance Commission, if the City did that, what the potential interest would be and would it be a benefit to the property owners.

Chair Ficek thought it was worth looking at. He did wonder who would do the work. Mr. Freihammer stated the City has a list of qualified contractors.

Member Cicha agreed he liked what was said about the revolving loan fund and thought there was a lot of options around it.

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

Tuesday, June 27, 2023, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

7. Street Name Change Policy - Draft

Public Works Director Jesse Freihammer explained the City has received a request from residents to change the street name of the segment of County Road B west of Cleveland Avenue. The portion is scheduled for reconstruction next year.

There was no concern about the proposed name change request from the Commission.

Member Hodder moved, Member Mueller seconded, supporting the policy changes draft as presented in the agenda packet.

Ayes: 4

Nays: 0

Motion carried.

ROSEVILLE
STREET NAME CHANGE POLICY

Draft v1.0 June 2023

PURPOSE: This policy shall dictate the process for which residents may request a change of name to a street under city jurisdiction, to be considered by the City Council.

BACKGROUND:

Minnesota Statute § 440.11 "Street Name Change; Ordinance" allows cities to make a street name change provided that it is approved by ordinance and then recorded in the office of the county recorder.

440.11 STREET NAME CHANGE; ORDINANCE.

The council of each home rule charter city of the second, third, or fourth class may by ordinance change the name of and rename any of the streets, lanes, avenues, public highways, parks, and public grounds of the city. Immediately after publication, the ordinance shall be recorded in the office of the county recorder of the county in which the city is located.

Although not required by statute, a petition is useful to gauge property owner interest in a street name change, as both benefits and inconveniences associated with an address change will be borne by the property owners. Property owners may consider/consult their tenants.

PROCESS:

A. Resident Petition

A resident requesting a name change must submit a petition to the City Engineer for consideration. The petition must include the new name requested and have signatures from more than 50% of property owners on the street, whose address includes the proposed road name change. Upon request, the City will provide a list of addresses. A sample petition form is included in Appendix A.

The new street name:

- a) should be changed only if there will be a public benefit that clearly outweighs the public confusion and cost that would be created by the name change.
- b) shall not be longer than can be put on a standard sign or 30 characters, whichever is less.
- c) should not create confusion or delay to standard or emergency services response.
- d) should not uniquely identify a particular product, service, tenant, business or living person.
- e) should meet naming requirement of other concerned local governments.

B. City Review of Request

The City Engineer shall confer with other concerned local governments, including Ramsey County, to verify that the new street name meets naming requirements.

The City will coordinate with Ramsey County, MnDOT, and adjacent municipalities, as needed, to estimate the cost for signage changes.

C. Council Consideration

The Council will consider an ordinance to approve the name change. An ordinance change requires public notice/comment – in this case, it would include specific notice affected properties. If approved, the ordinance will be sent to the County Recorder.

PETITION FOR STREET NAME CHANGE FORM

Signature below affirms we request changing the name of our street:

_____, from _____ to _____
[current street name] [intersecting street] [intersecting street]

to the new name: _____.
[new name requested]

The petitioners ask the City of Roseville to review this request and put it before the City Council for consideration at an upcoming Council meeting.

	Name	Address	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			

DRAFT

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 7.b

Department Approval
Janice Gundlach

City Manager Approval
Araceli

Item Description: Consider a Resolution providing preliminary approval of a Major Plat of an existing parcel as ten lots for single-family attached homes (twinhomes) (PF23-002)

BACKGROUND

Applicant: Sophies, LLC
Location: 2560 Fry Street
Property Owner: Sophies, LLC

Community Engagement: February 28, 2023

Application Submittal: Received and considered complete 4/7/2023

City Action Deadline: 8/5/2023, per Minn. Stat. 462.358 subd. 3b

General Site Information

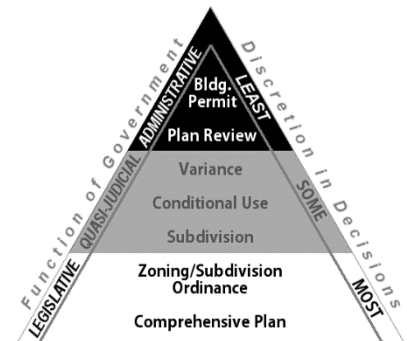
Land Use Context

	Existing Land Use	Guiding	Zoning
Site	Vacant/former Press Gym	MR	MDR
North	Rosebrook Park	PR	POS
West	One-family residential, detached	LR	LDR
East	Assisted Living	HR	HDR
South	Assisted Living	HR	HDR

Notable Natural Features: none

Land Use History: none

Level of City Discretion in Decision-Making: quasi-judicial



Proposal Summary

The proposed subdivision creates lots to facilitate individual ownership of ten twin home dwellings. Plans and other information detailing the proposed preliminary plat are included with this RCA as Attachment 3.

When exercising the “quasi-judicial” authority on subdivision requests, the role of the City is to determine the facts associated with a particular proposal and apply those facts to the legal standards contained in the ordinance and relevant state law. In general, if the facts indicate the application meets the relevant legal standards and will not compromise the public health, safety, and general welfare, then the applicant is likely entitled to the approval. The City is, however, able to add conditions to subdivision approvals to ensure that potential impacts to parks, schools, roads, storm sewers, and other public infrastructure on and around the subject property are adequately addressed. Subdivisions may also be modified to promote the public health, safety, and general welfare, and to provide for the orderly, economic, and safe development of land, and to promote housing affordability for all levels.

Plat Analysis

Roseville’s Development Review Committee (DRC) met on several occasions to review the proposed subdivision plans. Some of the comments and feedback based on the DRC’s review of the application are included in the analysis below, and the full comments offered by DRC members are included with this RCA as Attachment 4.

Proposed Lots

A site developed with twin home dwellings such as those in the Danny Boy Estates plat is required to comprise at least 3,600 square feet per dwelling unit. The individual areas of the smallest of the proposed lots is 3,773 square feet, which exceeds the minimum required area. Although building setbacks are not specifically reviewed and approved as part of a plat application, the buildings represented in the development plans do appear to conform to the minimum setbacks of the MDR district.

Right-of-Way and Easements

Roseville’s City Engineer has indicated the proposed drainage and utility easements as shown on the proposed plat meet the requirements of the City.

Proposed Shared Driveway

While the specific details of the shared driveway are not the subject of the review and approval of the proposed plat, the DRC has the following feedback on the details presented in the preliminary plans.

- The City Engineer has indicated that the shared driveway must be at least five feet from the western boundary of the subject property.
- Roseville’s Fire Chief has noted the dwellings will likely need to be sprinkled since the shared driveway does not include a turn-around suitable for fire apparatus.

Park Dedication

The Parks and Recreation Commission (PRC) reviewed the proposal at its May 2 meeting and recommended a dedication of cash in lieu of park land. At the current rate of \$4,250 per dwelling unit, the net increase of nine residential lots in the proposed ten-unit development will require \$38,250 to be paid before the City will release the signed plat to be recorded at Ramsey County. The full comments from Parks and Recreation Department staff, along with an excerpt of the May 2 PRC meeting minutes, is included with this RCA as part of Attachment 4.

Storm Water Management

The grading and storm water management plan illustrated in Attachment 3 addresses the proposed development on the lots as required. The City Engineer has noted the plans can be made to meet the City's requirements and, since the storm water BMPs are to be private, a public improvement contract will be necessary to ensure their proper ongoing maintenance.

Tree Preservation

The tree preservation and replacement plan requirements in City Code §1011.04 provide a way to quantify the amount of tree material being removed for a given project and to calculate the potential tree replacement obligation. A few trees were removed as part of grading done last fall (to fill the hole left from demolition of the previous structure several years ago), and the preliminary calculation of a replacement obligation based on these removals and the proposed development illustrated in Attachment 3 would not elicit replacement trees.

Public Comment

Plat applications creating four or more lots require the developer to hold an “open house meeting” to engage nearby community members, answer their questions, and address their concerns. While the applicant’s scheduled in-person meeting was delayed because of a snow storm, they did still hold a meeting and made themselves available for people to engage with them by email and by phone over several days. People’s concerns appear to be largely centered on issues of traffic and on-street parking. In response to these concerns, City policy does not require a traffic study for the proposed plat and minimum parking requirements established under the Zoning Code do not trigger designated off-street parking spaces beyond what an attached garage and driveway provide. A summary of the engagement is a required component of this plat application, and it is included with this RPCA as Attachment 5.

A public hearing for the preliminary plat proposal was held by the Planning Commission on June 7, 2023. The one person who spoke was generally supportive of the proposal, but echoed the parking concerns raised by others. The Planning Commission voted 5-1 to recommend approval of the request consistent with the conditions recommended by staff. Commissioner McGehee opposed the request, citing concerns with the proposal’s proximity to Rosebrook Park, existing parking issues at the park and a feeling the proposed development would add to traffic concerns in the area, and her preference that the subject property be purchased for parkland. Draft minutes of the public hearing are included as part of Attachment 5.

POLICY OBJECTIVES

- Establish public-private partnerships to ensure life-cycle housing throughout that City attracts and retains a diverse mix of people, family types, economic statuses, ages, and so on.
- Explore opportunities to encourage smaller housing units, “non-traditional” housing development (which could include culturally-appropriate housing to reflect the population demographics of the City), and opportunities to address the lack of housing in the “missing middle” styles.

BUDGET IMPLICATIONS

Acquisition of park dedication funds. Refer to DRC comments in Attachment 4.

STAFF RECOMMENDATION

Adopt a resolution approving the proposed Danny Boy Estates preliminary plat based on the content of this RCA, public input, the recommendation and findings of the Planning Commission, and City Council deliberation, with the following conditions.

- 86 1. Pursuant to the memo from Public Works Department staff in Attachment 4 of this RCA, the
87 applicant shall create a homeowners association for maintenance of the shared driveway and storm
88 water BMPs, and shall enter into an agreement pertaining to the public water and sanitary sewer
89 improvements in the site.
- 90 2. Pursuant to the comments from Parks and Recreation Department staff in Attachment 4 of this
91 RPCA, the applicant shall submit payment of the \$38,250 park dedication fee before the City will
92 release the signed mylars for recording at Ramsey County.

93 **REQUESTED COUNCIL ACTION**

94 **Adopt a resolution approving the proposed Danny Boy Estates preliminary plat** based on the
95 content of this RCA, public input, the recommendation and findings of the Planning Commission, and
96 City Council deliberation, with the following conditions.

- 97 1. Pursuant to the memo from Public Works Department staff in Attachment 4 of this RCA, the
98 applicant shall create a homeowners association for maintenance of the shared driveway and storm
99 water BMPs, and shall enter into an agreement pertaining to the public water and sanitary sewer
100 improvements in the site.
- 101 2. Pursuant to the comments from Parks and Recreation Department staff in Attachment 4 of this
102 RPCA, the applicant shall submit payment of the \$38,250 park dedication fee before the City will
103 release the signed mylars for recording at Ramsey County.

104 **ALTERNATIVE ACTIONS**

- 105 **A. Pass a motion to table the request for future action.** An action to table consideration the request
106 must be based on the need for additional information or further analysis to make a decision. Tabling
107 beyond July 24, 2023, may require an extension of the action deadline mandated in Minnesota
108 Statute to avoid statutory approval.
- 109 **B. Adopt a resolution to deny the request.** A denial should be supported by specific findings of fact
110 based on the City Council's review of the application, applicable zoning or subdivision regulations,
111 and the public record.

112 Prepared by Senior Planner Bryan Lloyd

- Attachments:
- | | |
|-------------------|---|
| 1. Area map | 4. Comments from DRC |
| 2. Aerial photo | 5. Draft 6/7/2023 Planning Commission minutes,
public comment, and open house feedback |
| 3. Proposed plans | 6. Draft resolution |

Attachment 1: Planning File 23-002



Prepared by:
Community Development Department
Printed: May 30, 2023



Data Sources
* Ramsey County GIS Base Map [5/4/2023]
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

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

0 50 100 150 Feet



Attachment 2: Planning File 23-002



Prepared by:
Community Development Department
Printed: May 30, 2023

Data Sources

* Ramsey County GIS Base Map (5/4/2023)
* Aerial Data: EagleView (4/2022)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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

0 50 100 Feet

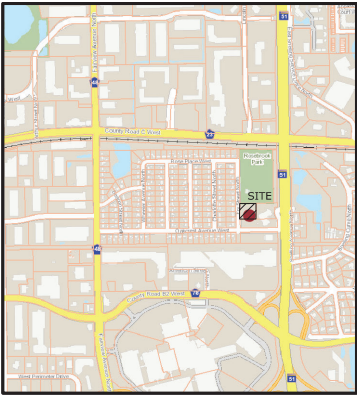


PRELIMINARY PLAT

~for~ O'MEARA CUSTOM HOMES
~of~ DANNY BOY ESTATES
2560 FRY STREET
ROSEVILLE, MN

VICINITY MAP

PART OF SEC. 9, TWP. 29, RNG. 23



RAMSEY COUNTY, MINNESOTA
(NO SCALE)

DEVELOPMENT DATA

TOTAL AREA: = 1.33 ± ACRES
PROPOSED NUMBER OF LOTS = 10 LOTS
PROPOSED NUMBER OF OUTLOTS = 1 OUTLOT
RIGHT-OF-WAY DEDICATION = 0.16 ± ACRES
DENISTY = 7.52 LOTS/ACRE

EXISTING ZONING

MDR - MEDIUM DENSITY RESIDENTIAL

PROPOSED SETBACKS

INTERIOR FRONT = 15 FEET
SIDE STREET = 10 FEET
SIDE YARD = 5 FEET
REAR YARD = 30 FEET

EXISTING PROPERTY DESCRIPTION

[DESCRIPTION PER RAMSEY COUNTY CERTIFICATE OF TITLE NO. 643450.]

That part of the West 260.5 feet of the East 655.5 feet of the Northeast Quarter of the Northeast Quarter of Section 9, Township 29, Range 23, lying South of the North 767 feet thereof and North of the South 335 feet thereof.

NOTES

- Field survey for the boundary was completed by E.G. Rud and Sons, Inc. on 09/16/2022.
- The topography shown was provided by the client and was prepared by Cornerstone Land Surveying, Inc. dated 04/20/2021.
- Project grading has commenced since the boundary and topo survey were performed. Said topography has not been updated to reflect the changes.
- Bearings shown are on Ramsey County Coordinate System.
- Parcel ID Number: 09-29-23-11-0004.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- No recording information was provided for the drainage and utility easement shown per the Sketch and Description prepared by E.G. Rud & Sons, Inc. dated 9/21/2022. If the easement has not been recorded, a drainage and utility easement will be dedicated on the plat covering that area depicted.
- Site plan information per Plowe Engineering.

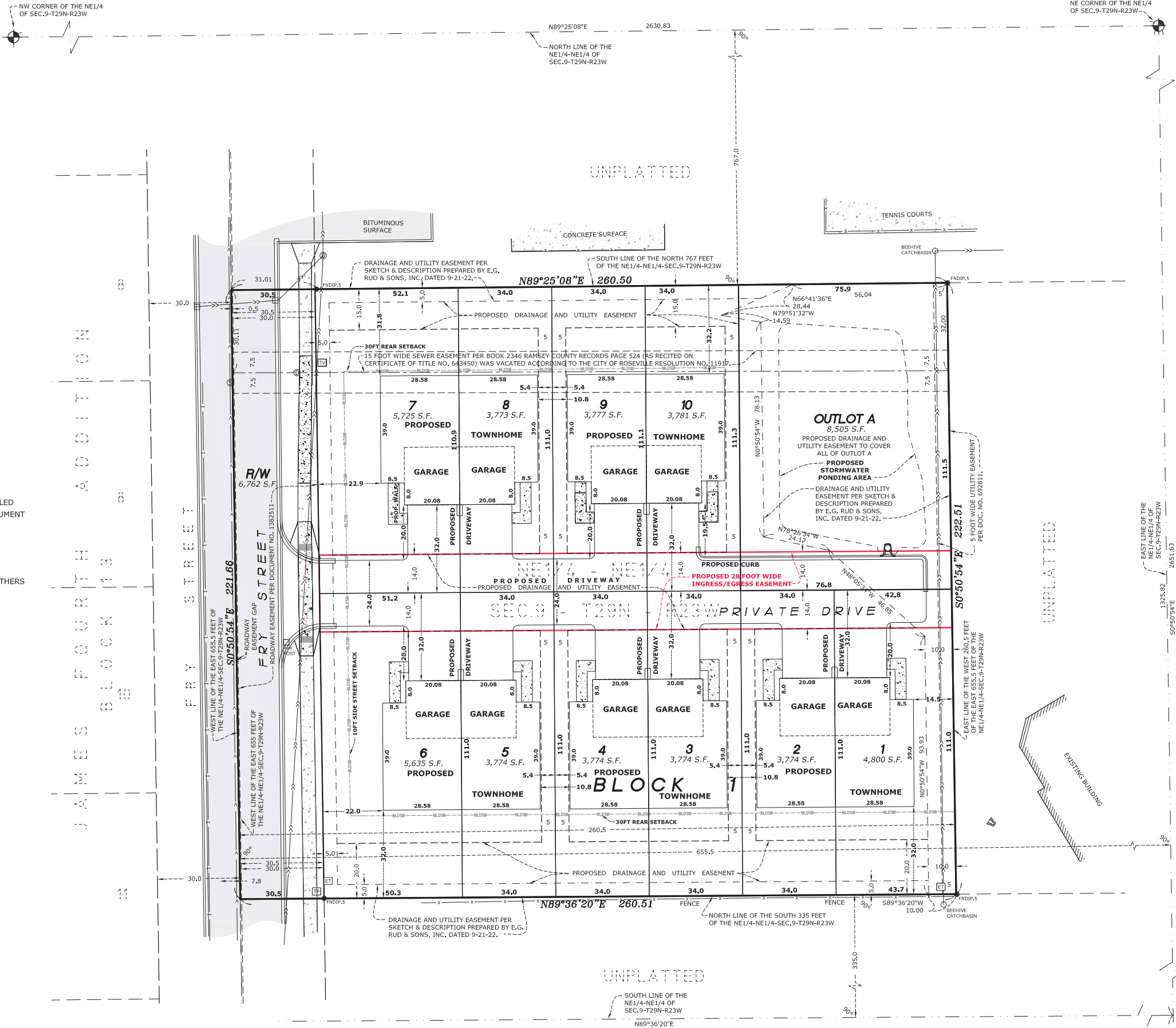
LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES RAMSEY COUNTY CAST IRON MONUMENT
- DENOTES CABLE TV PEDESTAL
- DENOTES CATCH BASIN
- DENOTES ELECTRIC TRANSFORMER
- DENOTES FLARED END SECTION
- DENOTES TELEPHONE PEDESTAL
- DENOTES EXISTING SPOT ELEVATION PER OTHERS
- DENOTES SANITARY SEWER MANHOLE
- DENOTES STORM SEWER MANHOLE
- DENOTES EXISTING CONTOURS
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES BITUMINOUS SURFACE

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

James E. Napier
JAMES E. NAPIER
Date: 04-06-2023 License No. 25343

DRAWN BY: JEN	JOB NO: 221019MS	DATE: 04/06/23
CHECK BY: JEN	FIELD CREW: DT-CT	
1		
2		
3		
NO.	DATE	DESCRIPTION
BY		



E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

DANNY BOY ESTATES

TITLE SHEET, LEGEND, EXISTING CONDITIONS & REMOVAL PLAN

ROSEVILLE, MINNESOTA

LEGEND *

Legend symbols for utilities, structures, and terrain. Includes: OHW, TEL, CBL, EXISTING TELEPHONE PEDESTAL, EXISTING ELECTRICAL PEDESTAL, EXISTING CABLE PEDESTAL, EXISTING UTILITY POLE, EXISTING LIGHT POLE, EXISTING STORM SEWER, EXISTING WATER MAIN, EXISTING SANITARY SEWER, EXISTING FORCEMAIN, EXISTING STORM MANHOLE, EXISTING CATCH BASIN, EXISTING FLARED-END SECTION, EXISTING GATE VALVE, EXISTING HYDRANT, EXISTING WELL, EXISTING SANITARY SEWER MANHOLE, EXISTING CONTOUR, EXISTING SPOT ELEVATION, EXISTING SPOT ELEVATION (MATCH INTO ELEVATION), EXISTING BITUMINOUS, EXISTING TREES, EXISTING TREE TO BE REMOVED, SURFACE DRAINAGE DIRECTION, EXISTING FENCE, EXISTING RETAINING WALL, EXISTING WETLAND, PROPOSED WATER PIPE, PROPOSED SANITARY SEWER PIPE, PROPOSED STORM SEWER PIPE, PROPOSED DRAIN TILE AND CLEAN-OUT, ELEC, PROPOSED ELECTRIC SERVICE *, GAS, PROPOSED GAS SERVICE *, TEL, PROPOSED TELEPHONE SERVICE *, PROPOSED STORM MANHOLE, PROPOSED CATCH BASIN, PROPOSED FLARED-END SECTION, PROPOSED GATE VALVE, PROPOSED HYDRANT, PROPOSED SANITARY SEWER MANHOLE, PROPOSED CONTOUR, PROPOSED SPOT ELEVATION (GUTTERLINE, BITUMINOUS SURFACE, OR GROUND SURFACE UNLESS OTHERWISE INDICATED), PROPOSED SILT FENCE, PROPOSED DIRECTION OF DRAINAGE, PROPOSED BITUMINOUS, PROPOSED FILTRATION MEDIA, PROPOSED INLET PROTECTION, PROPOSED HEAVY-DUTY PAVEMENT, PROPOSED ENKAMAT, PROPOSED RETAINING WALL, BITUMINOUS PAVEMENT REMOVAL, CONCRETE SIDEWALK REMOVAL, PROPOSED CONCRETE SIDEWALK, EXISTING TREE TO BE SAVED/PRESERVED, EXISTING TREE TO BE REMOVED.

* NOT ALL SYMBOLS ARE APPLICABLE.

GENERAL NOTES

THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.

CALL "811" FOR EXISTING UTILITIES LOCATIONS PRIOR TO ANY EXCAVATIONS.

THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING SANITARY SEWER, STORM SEWER, AND WATER MAIN AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.

INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS AND DETAIL PLATES.

ALL UTILITIES THAT WILL BE OWNED AND MAINTAINED BY THE CITY AFTER CONSTRUCTION SHALL BE BUILT TO CITY STANDARDS.

THE CONTRACTOR SHALL NOTIFY CITY PUBLIC WORKS DEPARTMENT A MINIMUM OF 24 HOURS PRIOR TO THE INTERRUPTION OF ANY SEWER OR WATER SERVICES TO EXISTING HOMES OR BUSINESSES.

THE CONTRACTOR SHALL OBTAIN A RIGHT-OF-WAY PERMIT FROM THE CITY PRIOR TO ANY WORK.

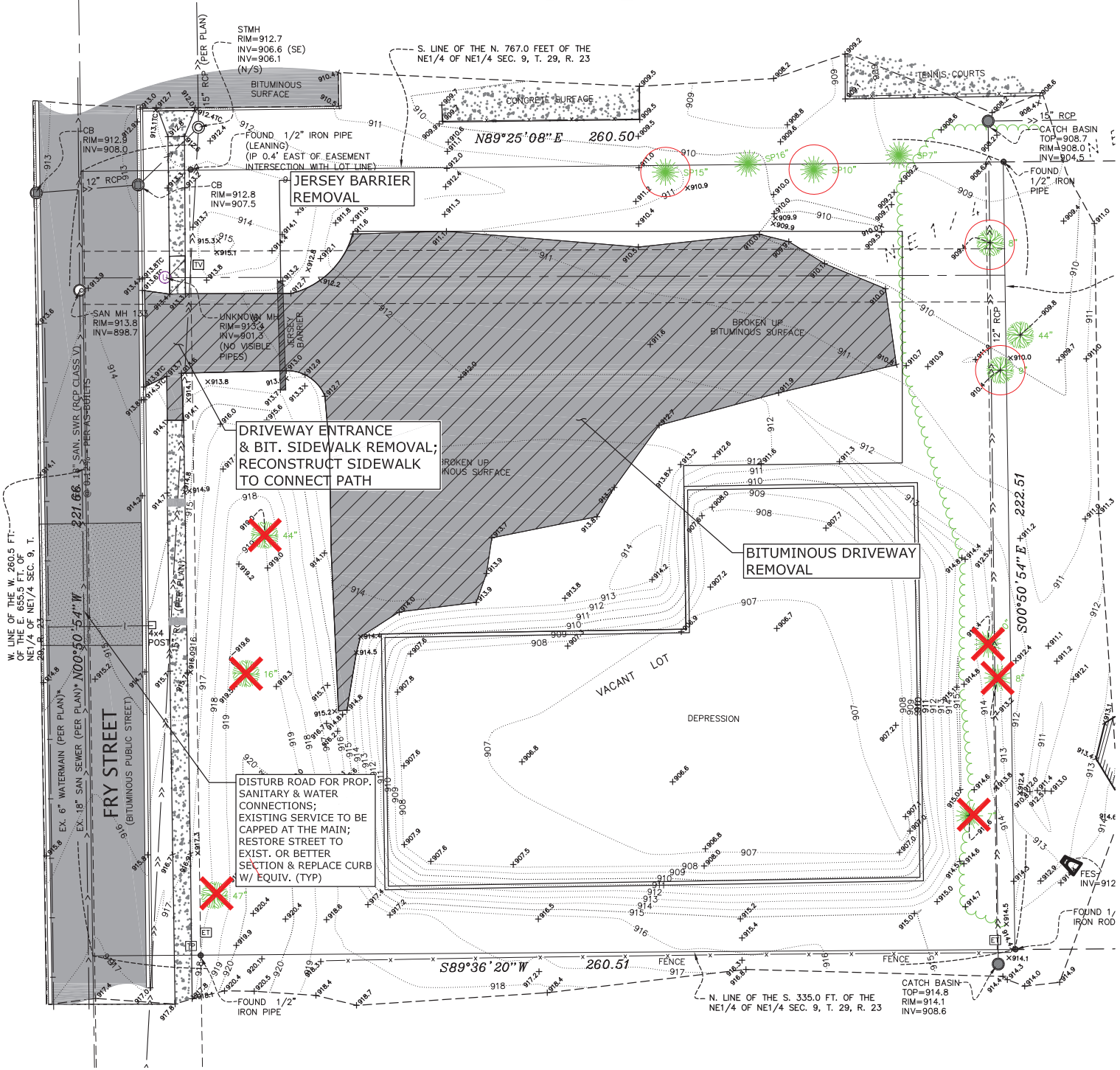
STORAGE OF MATERIALS OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.

NOTIFY CITY A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.

ALL ELECTRIC, TELEPHONE, AND GAS EXTENSIONS INCLUDING SERVICE LINES SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.



below.
Call before you dig.



Class	Trees/Class		Total Mod DBH	Allowed Removal		Remove/Class		DBH Remove	Net Preserve	Incentive Multiplier	DBH Inch Surplus
	Conif.	Decid.		Percent	DBH Inches	Conif.	Decid.				
Heritage	0	0	0	15%	0	0	0	0	0	2	0
Significant	0	1	15	35%	5	0	0	0	5	1	5
Common	0	6	52	35%	18	0	3	25	-7	0.5	-3.5
Exempt	0	3	107	100%	107	0	3	107	0	0	0
Total	10		174	n/a	130	6		132	-2	n/a	2

Calculation by Planning Division staff.

No replacement required.

RPCA Attachment 3

DESIGN BY:	C.W.P.
CHKD BY:	PROJ. NO.
M.Q.A.	21-1997
ORIGINAL DATE:	MAY 16, 2022

DATE	REVISION DESCRIPTION
08/16/22	REVISED REMOVAL LIMITS
04/06/23	ADDED TREE REMOVAL

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

CHARLES W. PLOWE
DATE: 04.06.2023 LIC. NO. 18227

DANNY BOY ESTATES
ROSEVILLE, MINNESOTA

TITLE SHEET, LEGEND, EXISTING CONDITIONS & REMOVAL PLAN

PREPARED FOR:
O'MEARA

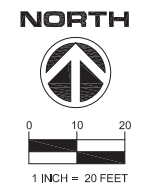


SITE PLANNING & ENGINEERING

PLOWE ENGINEERING, INC.

6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014

PHONE: (651) 361-8210
FAX: (651) 361-8701



CO

TITLE SHEET, LEGEND, EXISTING CONDITIONS & REMOVAL PLAN
2560 FRY STREET

DATE	REVISION DESCRIPTION
08/16/22	ADDRESS CITY COMMENTS
02/13/23	ADDED FILTRATION MEDIA HATCH
04/06/23	REVISED GRADES FOR NEW SITE LAYOUT

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

Charles W. Plowe
CHARLES W. PLOWE
DATE: 04.06.2023 LIC. NO. 18227

DANNY BOY ESTATES
ROSEVILLE, MINNESOTA
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
PREPARED FOR: O'MEARA

SITE PLANNING & ENGINEERING
PLOWE ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

NORTH
0 10 20
1 INCH = 20 FEET

C2

SITE SEQUENCING

- PRIOR TO ANY GRADING OPERATIONS, THE CONTRACTOR SHALL INSTALL ROCK CONSTRUCTION ENTRANCE (LOCATIONS TO BE DETERMINED - COORDINATE WITH OWNER) AND PERIMETER SILT FENCE AS SHOWN ON PLAN. (CONTACT CITY TO INSPECT EROSION CONTROL MEASURES PRIOR TO GRADING OPERATIONS, IF NECESSARY.) ADDITIONAL SILT FENCE MAY BE NECESSARY IF LOCAL CONDITIONS REQUIRE.
- THE CONTRACTOR SHALL PROVIDE ALL SOD, SEED, MULCH AND FERTILIZER WHICH SHALL CONFORM WITH THE FOLLOWING MNDOT SPECIFICATIONS AS MODIFIED BELOW.

ITEM	MNDOT SPECIFICATION/NOTES
SOD	3878
SEED **	3876
* FOR TURF ESTABLISHMENT RESIDENTIAL TURF	MNDOT MIX 25-131 (120 LBS/ACRE)
TEMPORARY FALL COVER SPRING/SUMMER SOIL-BUILDING COVER 1-2 YEARS COVER 2-5 YEARS COVER	MNDOT MIX 21-112 (100 LBS/ACRE) MNDOT MIX 21-111 (100 LBS/ACRE) MNDOT MIX 21-113 (110 LBS/ACRE) MNDOT MIX 22-111 (30.5 LBS/ACRE) MNDOT MIX 22-112 (40 LBS/ACRE)
MULCH	3882 (TYPE 1 - DISC ANCHORED)
FERTILIZER	3881

- * MOW A MINIMUM OF ONCE PER 2 WEEKS
- ** SEEDED AREAS SHALL BE EITHER MULCHED OR COVERED BY FIBROUS BLANKETS TO PROTECT SEEDS AND LIMIT EROSION.

- ALL EXPOSED SOILS MUST HAVE TEMPORARY EROSION CONTROL PROTECTION OR PERMANENT COVER WITHIN FOURTEEN (14) DAYS.
- THE CONTRACTOR SHALL PAY SPECIAL ATTENTION TO ALL ADJACENT PROPERTY LINES AND MAKE SURE THE EROSION CONTROL PRACTICES IN PLACE IN THOSE AREAS PREVENT MIGRATION OF SEDIMENT ONTO ADJACENT PROPERTIES.
- THE CONTRACTOR SHALL MAINTAIN SILT FENCE, INCLUDING THE REMOVAL OF ACCUMULATED SEDIMENT, THROUGH COMPLETION OF CONSTRUCTION. SILT FENCE TO BE REMOVED ONLY AFTER COMPLETION OF CONSTRUCTION AND UPON ESTABLISHMENT OF VEGETATION.
- PROTECT ALL STORM WATER MANAGEMENT FACILITIES FROM CONSTRUCTION RUN-OFF. CONTRACTOR TO INSTALL AND CONSTRUCT SAID FACILITIES ONCE SITE HAS BEEN STABILIZED.
- IF ANY SLOPES APPEAR TO BE FAILING, THE CONTRACTOR SHALL PROVIDE ADDITIONAL SILT FENCE, BIOROLLS AND EROSION CONTROL BLANKET AS NEEDED.
- THE CONTRACTOR SHALL FINAL GRADE SWALE AREAS UPON STABILIZATION OF UPSTREAM AREAS.
- THE CONTRACTOR SHALL SOD ALL DISTURBED DRAINAGE AREAS, INCLUDING SWALES & OVERFLOWS.
- UPON GRADING COMPLETION THE CONTRACTOR SHALL PROVIDE NATIVE TOPSOIL WITH SOD OR SEED, AND MULCH ANCHORED WITH A STRAIGHT SET DISC WITHIN 48 HOURS OF FINAL GRADING.
- EXCESS SOIL SHOULD BE TREATED LIKE OTHER EXPOSED SOIL AND STABILIZED WITHIN 72 HOURS. ANY SOIL STOCKPILES ARE TO HAVE SILT FENCE PLACED ON DOWNSTREAM SIDES.
- IF A STREET, ALLEY, SIDEWALK OR OTHER PUBLIC PLACE SHOULD BECOME SOILED OR LITTERED, THE CONTRACTOR SHALL CAUSE SUCH SOILING OR LITTERING TO BE CLEANED UP BY SWEEPING NOT LATER THAN THE END OF THE WORKING DAY IN WHICH SUCH SOILING OR LITTERING SHALL HAVE OCCURRED OR BEEN OBSERVED. DUMP TRUCKS HAULING LOOSE MATERIALS (SAND, TOPSOIL, ETC.) TO AND/OR FROM THE SITE SHALL BE COVERED WITH A TARP.

OTHER POLLUTION CONTROL MEASURES

CONSTRUCTION WASTE MATERIALS - ALL WASTE MATERIALS GENERATED AS A RESULT OF SITE CONSTRUCTION SHALL BE COLLECTED AND REMOVED ACCORDING TO ALL LOCAL AND/OR STATE WASTE MANAGEMENT REGULATIONS BY A LICENSED SOLID WASTE MANAGEMENT COMPANY. THE CONTRACTOR WILL ENSURE THAT ALL SITE PERSONNEL ARE INSTRUCTED IN THESE PRACTICES.

HAZARDOUS WASTES - ALL HAZARDOUS WASTE MATERIALS SHALL BE STORED PROPERLY TO PREVENT SPILLS AND VANDALISM. WHEN NECESSARY, HAZARDOUS WASTES WILL BE DISPOSED OF IN THE MANNER SPECIFIED BY LOCAL AND/OR STATE REGULATION OR BY THE MANUFACTURER.

SANITARY WASTE - ALL SANITARY WASTE WILL BE COLLECTED FROM THE PORTABLE UNITS BY A LOCAL, LICENSED WATER MANAGEMENT COMPANY, AS REQUIRED BY LOCAL REGULATION.

OFFSITE VEHICLE TRACKING - A ROCK CONSTRUCTION ENTRANCE HAS BEEN PROVIDED TO HELP REDUCE VEHICLE TRACKING OF SEDIMENTS. IF A STREET, ALLEY, SIDEWALK OR OTHER PUBLIC PLACE SHOULD BECOME SOILED OR LITTERED, THE CONTRACTOR SHALL CAUSE SUCH SOILING OR LITTERING TO BE CLEANED UP BY SWEEPING NOT LATER THAN THE END OF THE WORKING DAY IN WHICH SUCH SOILING OR LITTERING SHALL HAVE OCCURRED OR BEEN OBSERVED. DUMP TRUCKS HAULING LOOSE MATERIALS (SAND, TOPSOIL, ETC.) TO AND/OR FROM THE SITE SHALL BE COVERED WITH A TARP.

VEHICLE CLEANING - NO ENGINE DEGREASING IS ALLOWED ON-SITE. EXTERNAL WASHING OF VEHICLES TO BE CONFINED TO A DEFINED AREA ("BONE YARD") ON-SITE. CONTRACTOR TO PROVIDE DESIGNATED TRUCK WASHOUT AREA WITH APPROPRIATE SIGNAGE. WASHOUT AREA IS TO BE A MINIMUM OF 50' FROM DITCHES, PONDS, OR OTHER STORMWATER FEATURES. ALL LIQUID AND SOLID WASTE GENERATED BY WASHOUT OPERATIONS MUST BE CONTAINED IN A LEAK-PROOF CONTAINMENT FACILITY OR IMPERMEABLE LINER (E.G. COMPACTED CLAY LINER, IMPERMEABLE GEO-MEMBRANE) AND DISPOSED OF PROPERLY.

SPILL PREVENTION AND CONTROL - ALL VEHICLES WILL BE CHECKED FOR LEAKING OIL AND FLUIDS. VEHICLES LEAKING FLUIDS WILL NOT BE ALLOWED ON-SITE. SPILL KITS WILL BE STORED ON-SITE AND ALL SPILLS WILL BE CLEANED UP IMMEDIATELY. DISCOVERY, SPILL ASSESSMENT MATERIALS AND RAGS WILL BE HAULED OFF-SITE IMMEDIATELY AFTER THE SPILL IS CLEANED UP AND PROPERLY DISPOSED OF. SPILL PREVENTION AND CONTROL MEASURES SHALL BE IMPLEMENTED ONCE CONSTRUCTION BEGINS.

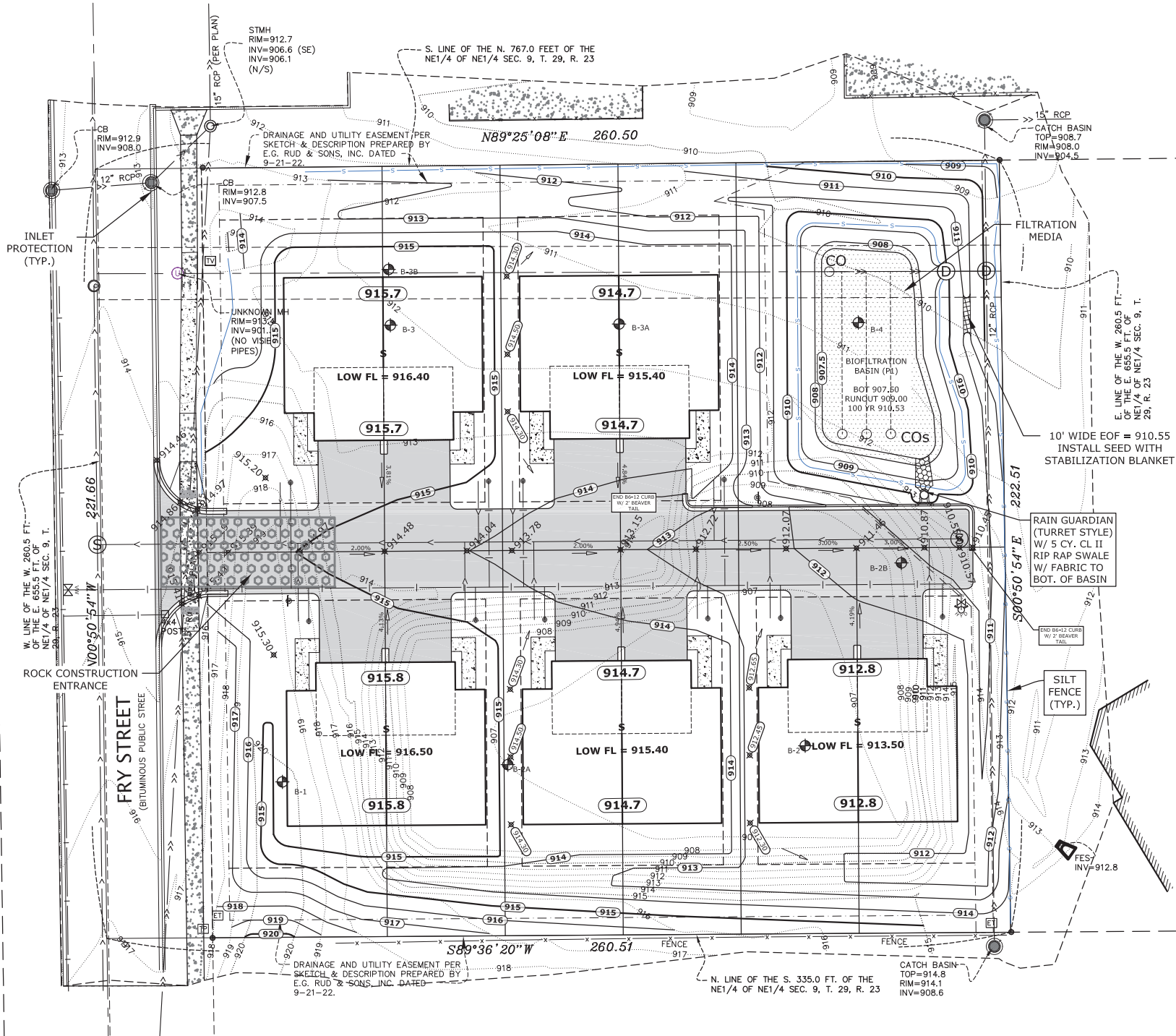
SOIL STOCKPILES - INSTALL SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS AROUND ALL TEMPORARY SOIL STOCKPILES. LOCATE SOIL OR DIRT STOCKPILES SUCH THAT DOWNSLOPE DRAINAGE LENGTH IS NO LESS THAN 8 M (25 FEET) FROM THE TOE OF THE PILE TO A SURFACE WATER, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES UNLESS THERE IS A BYPASS IN PLACE FOR THE STORMWATER, IF REMAINING FOR MORE THAN 7 DAYS, STABILIZE THE STOCKPILES BY MULCHING, VEGETATIVE COVER, TARPS, OR OTHER MEANS. DURING STREET REPAIR, COVER CONSTRUCTION SOIL OR DIRT STOCKPILES LOCATED CLOSER THAN 8 M (25 FEET) TO A ROADWAY OR DRAINAGE CHANNEL WITH TARPS, AND PROTECT STORM SEWER INLETS WITH SILT SOCKS OR STAKED SILT FENCE.

PROVIDE WIMCO (OR APPROVED EQUAL) FOR INLET PROTECTION AT ALL EXISTING STORM SEWER INLETS THAT WILL RECEIVE RUN-OFF DURING CONSTRUCTION. INLET PROTECTION TO REMAIN IN-PLACE UNTIL AT LEAST 70% OF SITE VEGETATION HAS BEEN ESTABLISHED.

CONTRACTOR TO PROVIDE DESIGNATED CONCRETE TRUCK WASHOUT AREA WITH APPROPRIATE SIGNAGE. KEEP WASHOUT AREAS AS FAR AS PRACTICAL FROM STORM DRAINS, DITCHES AND PONDS. DO NOT ALLOW RUN-OFF FROM THIS AREA BY CONSTRUCTING A TEMPORARY PIT OR BERMED AREA LARGE ENOUGH FOR LIQUID AND SOLID WASTE. AFTER WASTE CONCRETE IS SET, BREAK-UP AND DISPOSE OF PROPERLY.

THE CONTRACTOR MUST DISCHARGE TURBID OR SEDIMENT-LADEN WATERS RELATED TO DEWATERING (E.G., PUMPED DISCHARGES, TRENCH/DITCH CUTS FOR DRAINAGE) TO A TEMPORARY OR PERMANENT SEDIMENTATION BASIN ON THE PROJECT SITE UNLESS INFEASIBLE. THE CONTRACTOR MAY DISCHARGE FROM THE TEMPORARY OR PERMANENT SEDIMENTATION BASINS TO SURFACE WATERS IF THE BASIN WATER HAS BEEN VISUALLY CHECKED TO ENSURE ADEQUATE TREATMENT HAS BEEN OBTAINED IN THE BASIN AND THAT NUISANCE CONDITIONS (SEE MINN. R. 7050.0210, SUBP. 2) WILL NOT RESULT FROM THE DISCHARGE. IF THE WATER CANNOT BE DISCHARGED TO A SEDIMENTATION BASIN PRIOR TO ENTERING THE SURFACE WATER, IT MUST BE TREATED WITH THE APPROPRIATE BMPs, SUCH THAT THE DISCHARGE DOES NOT ADVERSELY AFFECT THE RECEIVING WATER OR DOWNSTREAM PROPERTIES.

GRADING, DRAINAGE, AND EROSION CONTROL PLAN 2560 FRY STREET



ADDITIONAL GRADING NOTES:

- NO WHEELED MACHINES SHALL BE USED TO EXCAVATE BMP(S), AND/OR DURING THE BACKFILLING.
- NO CONSTRUCTION TRAFFIC IS ALLOWED OVER THE BMP(S) DURING ANY PHASE OF THE PROJECT.
- BMP(S) SHALL BE PROTECTED FROM ALL EXPOSED SOIL DURING ALL CONSTRUCTION ACTIVITIES.
- BMP(S) SHALL BE RIPPED WITH A TOOTHED BUCKET TO REMOVE SOIL INTERFACE, PRIOR TO INSTALLING BACKFILL MATERIAL.
- BMP(S) SHALL NOT BE OPEN TO ACCEPT WATER UNTIL THE SITE IS STABILIZED.
- NOTIFY CITY OF ROSEVILLE ENGINEERING DEPT. AT 651-792-7004, PRIOR TO BEGINNING ANY AND ALL CONSTRUCTION ACTIVITY TO VERIFY EROSION CONTROL MEASURES ARE IN PLACE.
- NOTIFY CITY OF ROSEVILLE ENGINEERING DEPT. AT 651-792-7004, AT LEAST 24 HOURS PRIOR TO THE CONSTRUCTION OF STORMWATER BMPs.



Know what's below.
Call before you dig.

**INTEROFFICE MEMORANDUM**

Date: May 20, 2023

To: Bryan Lloyd, Senior Planner

From: Matthew Johnson, Parks and Recreation Director

RE: Danny Boy Estates (2560 Fry St)

The Parks and Recreation Commission (PRC) reviewed this proposed project regarding park dedication on May 2, 2023 (DRAFT minutes attached). They recommended cash at the 2023 fee of \$4,250 per unit. Based on the proposal, the developer would pay \$38,250 (\$4,250 x 9 new units) at the time of final plat.

The Parks and Recreation System Master Plan does not specifically identify a need for additional land in this constellation.

The Parks and Recreation chapter (8) of the Roseville 2024 Comprehensive Plan does recommend prioritization of parkland adjacent to existing parks when possible. However, the small size (0.11 acres) of any parcel that could be acquired via park dedication with this development made that option less desirable. Additionally, the developer stated that if land were to be required for park dedication, they would likely consider an alternate platting option that would not require park dedication.

There are a number of redevelopment items planned for Rosebrook Park in the coming years which these funds could support to ensure the provision of park services for these new residents.

This parcel is identified as an important connection to the park for many of the residents of the neighborhood, and is classified as such in the Parks and Recreation System Master Plan.

recommendation as to whether the City should accept land, cash, or a combination, to satisfy the Park Dedication requirement.

The developer was present at the meeting to answer any questions. The developer provided the history of the purchase of the parcel.

Commissioner Arneson relayed that he would support recommending cash in lieu of land as the parcel is not connected to Reservoir Woods.

The Commission discussed the small size of the potential 0.15 acres park and if that land could be useful as a pocket park. They agreed that the size and location would not be a beneficial addition to the park system.

Commissioner Brown moved to recommend cash in lieu of land to satisfy Park Dedication at 691-711 Shryer Avenue to the City Council. Commissioner Arneson seconded.

Roll Call

Ayes: Arneson, Beckman, Boulton, Baggenstoss, Brown, Dahlstrom, Raygor.

Nays: None.

Abstain: None.

b) **Park Dedication Recommendation - 2560 Fry Street**

Maps were provided to show the location of the 2560 Fry Street parcel. The proposed development is located in Constellation I of the Parks and Recreation system. Staff noted that Constellation I is largely commercial and Rosebrook Park effectively serves the residential homes in that constellation.

The developer had relayed to staff that they don't have land available to allocate towards a park in the current proposal and that a recommendation of land could inhibit their ability to move forward with the project.

The proposal includes ten units on a 1.17-acre development. The project qualifies for Park Dedication. The cash amount for the nine additional units would be \$38,250 (\$4,250 per unit). The required land amount would be 10% of 1.17 acres or 0.117 acres.

Staff noted that the Master Plan does not specifically call out additional park land in this area. The Comprehensive Plan does state a goal of procuring land adjacent to existing park parcels. Upcoming Capital Improvements at Rosebrook over the coming years include the pool and playground.

81 Staff reiterated that the role of the Parks and Recreation Commission is to review the proposed
82 development and relevant parks and recreation system plans and goals; and to make a
83 recommendation as to whether the City should accept land, cash, or a combination, to satisfy the
84 Park Dedication requirement.

85
86 The project developer was available at the meeting to answer any questions.

87
88 Commissioner Arneson mentioned that the parking lot at Rosebrook Park is very small and
89 potentially expanding the size could be beneficial.

90
91 Commissioner Boulton added that a larger parking lot may be useful for the future Capital
92 Improvements at the park.

93
94 The Commission questioned the land type and existing utilities on the north side of the parcel.
95 The project developer answered that there is no existing utilities on the north 30 feet of the
96 parcel. There was a previous easement that has been vacated and the land is now a proposed
97 drainage easement to outlot A.

98
99 Staff clarified that a recommendation of land would send the project back to city staff to work
100 with the developers to find an equitable land location to satisfy Park Dedication.

101
102 The project developer relayed that the financial impact of a land recommendation for Park
103 Dedication would make the project no longer fiscally feasible.

104
105 Commissioner Baggenstoss asked staff how the land could be used as it is adjacent to an existing
106 park and questioned why the city did not initially purchase the parcel. Staff relayed that there are
107 trees on the parcel that may survive the construction and removing living trees is always a
108 difficult decision. There is a concept plan for the pool to potentially switch it to a splash pad.
109 However, the neighborhood has not been engaged with on the changes. Staff noted that the
110 additional space could potentially be used during the future evolution of the pool at Rosebrook
111 Park.

112
113 Staff relayed that the city utilizes the “willing buyer-willing seller” rule for acquiring new
114 parcels that come up for sale.

115
116 Commissioner Arneson suggested potentially moving away from willing buyer-willing seller in
117 the future.

118
119 The Commission discussed if recommending land to satisfy Park Dedication would add useable
120 parkland to Rosebrook Park.

Commissioner Baggenstoss questioned if any proposed sidewalks were planned for this parcel. Staff noted that a sidewalk currently exists on the parcel and added that they will confirm with city staff if the sidewalk needs to be updated to satisfy the Pathway Master Plan.

Commissioner Boulton asked if the water feature will stay at Rosebrook Park. Staff answered that over time a discussion regarding an update to the water feature will be had with the neighborhood. During that time land usage for park amenities will be reviewed. However, staff acknowledged that removing a water feature from the park would be difficult.

Commissioner Arneson moved to recommend cash in lieu of land to satisfy Park Dedication at 2560 Fry Street to the City Council. Commissioner Boulton seconded.

Roll Call

Ayes: Arneson, Beckman, Boulton, Brown, Dahlstrom, Raygor.

Nays: Baggenstoss.

Abstain: None.

c) **Review and Verify Parks and Recreation Commission Goals**

Commissioner Arneson recommended adding a goal to work towards ending the “willing buyer-willing seller” way or purchasing additional park land. Chair Dahlstrom noted that he supports the idea but he is not sure that it belongs as a Commission Goal.

Commissioner Baggenstoss questioned if the “willing buyer-willing seller” is a specific city policy or if it is an interpretation of a policy. Staff relayed that it is written in the Comprehensive Plan and the Parks and Recreation Master Plan under the goals of acquisition of park land and is a city policy that could be discussed with the City Council.

Commissioner Brown suggested adding a goal of “Acquire more parkland” with a long-term goal of updating the “willing buyer-willing seller” policy.

The Commission discussed the “willing buyer-willing seller” policy language and how they could potentially move forward with updating it. The Commission agreed on adding the goal of “Explore more ways and opportunities to acquire parkland”.

The Commission discussed potentially purchasing parkland on the south side of Lake Owasso. Staff noted that it may be hard to purchase land that was previously recommended for cash in lieu of land to satisfy Park Dedication.

Commissioner Arneson suggested adding city water access on one of the Roseville lakes with rentable spots to store kayaks.

**INTEROFFICE MEMORANDUM**

Date: May 31, 2023

To: Bryan Lloyd, Senior Planner

From: Jennifer Lowry, Roseville Public Works

RE: Danny Boy Estates / 2560 Fry Street Preliminary Plat

The Public Works Department reviewed the proposed plans for the project noted above and offer the following comments with regard to the project's impact on City services and/or infrastructure:

1. Site Plan

- Due to the minimal amount of lots created, the development did not meet the threshold per City policy to conduct a traffic study. A traffic study was not conducted but minor increase to traffic on Fry Street and other nearby roads is expected but will not create any significant issues.
- Public pathway improvements on the east side of Fry Street are shown. A Development Agreement will be required for these improvements.
- The private road meets the minimum width of 24-foot-wide. Parking will not be allowed per city ordinance. No parking signs shall be posted and plans should indicate no parking.
- If setbacks, easements, or lot sizes change, the changes will need additional review.

2. Utilities

- Water
 - The watermain is proposed be extended, to be public, and exist within proposed drainage and utility easements. A Development Agreement will be required for these improvements.
 - Hydrant location will need to exist within a drainage and utility easement.
 - Final construction plans will be approved by the City prior to issuing permits.
 - MDH Water Permit is required.
- Sanitary
 - The sanitary sewer is proposed be extended, to be public, and exist within proposed drainage and utility easements. The connection in Fry Street must be made with construction of a new manhole. A Development Agreement will be required for these improvements.

- Final construction plans will be approved by the City prior to issuing permits.
- MPCA Sewer Extension Permit is required.
- Storm Sewer
 - The development has to meet city stormwater standards. Submittals from the developer's consulting engineer demonstrate that the site can meet the requirements of the city.
 - The storm sewer improvements within the site will be private. Provide an executed Operation & Maintenance Agreement in favor of the City of Roseville that has been recorded with Ramsey County. The template agreement can be found at www.cityofroseville.com/privatebmp.
 - Submit contact information for the trained erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP) for the site. If that person has not been selected, a SWPPP Amendment is required prior to construction.
 - An asbuilt for site grading and stormwater infrastructure will be required prior to final approval and release of Erosion Control and Grading escrow
 - Provide a copy of the Rice Creek Watershed Permit(s), or documentation that a permit is not required.
 - Provide a copy of the NDPES Permit(s), or documentation that a permit is not required.
 - City Erosion Control, Grading and Storm Water Permit is required. Final construction plans will be approved by the City prior to issuing permits.

3. General

- An Encroachment Agreement will be will be required for the public water and sewer utilities to exist under the private driveway.
- A home owners association will be required to maintain the private road and storm water features.
- City ROW permit is required.

Thank you for the opportunity to provide feedback and on this project at this time. As the project advances, Public Works Department staff will continue to review any forthcoming plans and provide additional reviews and feedback as necessary. Please contact me should there be questions or concerns regarding any of the information contained herein.

This document serves to summarize the Fry St. community meeting on 2/28/2023 to discuss the proposed development of the property just south of the park owned by Sophie's LLC. The meeting was attended by 10 members of the surrounding community, who left their names and phone numbers or email addresses on a sign-in sheet. The meeting was led by Barry O'Meara and Brendan O'Meara.

A community member asked if the proposed development had already started. The developers stated that they only had a permit for filling the hole and that platting was not done yet. They described the next step in the process as a planning commission meeting.

Several people at the meeting described current problems with street parking and excess traffic due to activities at the park. People were concerned that a new development will exacerbate the problems. The developers responded that in their tentative proposed development, each unit would include parking for four vehicles--two in the garage and two in the driveway. They don't expect the proposed development to negatively impact the parking and traffic in the neighborhood.

Community members expressed concern about the creation of excess noise and traffic during construction. The developers stated that they would follow city code on these items.

A community member asked whether the land could be used for single-family homes and they expressed the feeling that it would be a better fit for the neighborhood. The developers responded that single-family homes would not be cost effective and that the land is zoned for medium-density, multiple-family housing—up to 12 units per acre. It was noted that this proposal, at 10 units, is much less than what zoning would permit.

A community member asked whether the land could be used to enlarge the park or be left vacant. Both the developers and other community members stated that the city has had opportunities to buy the land, and still could, but has opted not to do that.

There were several questions about the tentatively proposed twin-homes, including the number of floors, the square footage, the anticipated sale prices, and the expected buyers. People expressed concern about how the twin-homes would fit into the neighborhood and how the proposed development would affect their property values. The developers described a tentative plan for two-floor, 2000 square-foot buildings that would sell for higher amounts than the neighboring houses.

A community member asked whether the developers would be selling or renting out the proposed twin-homes. Other members stated that several homes in their neighborhood were rentals and that some had as many as 6-7 cars. Members expressed a preference for owner-occupied units over rental units. The developers responded that they are not at a stage in the development to make that decision. One resident said that Roseville, right now, is dealing with rental restrictions in the city.

New construction

To bjomeara42@comcast.net

Sent from my iPhone

To whom it may concern my name is Stephen Huberty I live at 2599, Charlotte St, Roseville MN 55113 my opinion is this neighborhood is too busy to add more housing between the bingo hall and all the activities at the park I am against the idea of new construction u can't even park on the street in front of ur own house in the spring,summer,fall and I live a blk away from the new proposed building site so my vote is a strong no !

2560 Fry Street

To bjomeara42@comcast.net

Hello,

I am writing to express concerns and request you not move forward with your proposal for developing the plat near our park. There are several reasons this would, most certainly, be a bad thing for our neighborhood.

1. Our park is already massively overcrowded due to its proximity to Snelling as well as the new development on County C.
2. New housing would not blend in at all with our current housing and will affect our resale prices should we decide to sell.
3. Our streets are loaded with cars all summer - more housing will only add to this.
4. The park is where we all go to get away from manmade structures. Housing in the shadow of the park will take this aspect away.
5. We don't want to be hanging out in the pool with peoples' houses overlooking us 24/7.
6. The construction noise and vehicle traffic will be a terribly inconvenience for the many families with young children in this neighborhood.
7. With all the new housing that just got put up on County C I am entirely unconvinced housing is even needed in this area.

Please take these into consideration — this project would not be good for the residents in this area.

--

By His grace and for His glory,

Mike Schumann

Flat Proposal on Fry Street

To bjomeara42@comcast.net

Good morning, Mr. O'Meara,

I am a resident of Roseville living in close proximity to the property you are seeking to develop on Fry Street. I wanted to express some concerns many in this neighborhood have.

1. We fear the noises of construction will interfere with our sleep.
2. Lots of new housing has just been built in Roseville, as I'm sure you know. Already, the park has suddenly felt more crowded with people so that many who have lived here for a long time are already feeling crowded out.
3. Many of us in this neighborhood have been hoping that property would be used to expand park facilities (or park parking) or for the Sunrise Senior Living.
4. Fry Street and Charlotte Street are already very full of cars that park especially during park events. Many of us in the neighborhood are concerned that adding new homes will only create greater parking issues.
5. Many children live in this neighborhood. Already, the roads are growing busier because of the increased park traffic from those living in the new housing in Roseville. People on Fry Street already don't feel safe crossing that road with their kids in the summer because of the increased traffic, especially from soccer games. There is a major shortage for parking during soccer games, so our streets become so full that we can hardly walk or bike on them safely. We do not want to see something added to our neighborhood that will increase neighborhood traffic, especially on the road right near the park where children live and are playing.

Thank you for hearing our concerns,
Amelia Schumann

--

If, then, you have been raised with Christ, set your minds on the things above, where Christ is seated at the right hand of God. ~Colossians 3:1

2/22/23

John Fugate

612-419-5405

Pave Brook
Park

own or rent ?

more parking

40 year lived there
apartment is eyesore ^{to north}
want

King Court
big tree front
Yard

bring pictures of
other developments
done done

would have been
apart Bldg if
previous owner
developed it

he'll come the night

2/24/23
Greg ~~Zeit~~ Zeit
651-558-1855
lives 7558 Charlotte

works
U.S. Postal

Prost Gym
owner

double car garage

Interested in buying

he'll come this night

c. **Request for Approval of a Preliminary Plat of an Existing Parcel as Ten Lots for Single-Family Attached Homes (Twinhomes) (PF23-002)**

Chair Pribyl opened the public hearing for PF23-002 at approximately 8:00 p.m. and reported on the purpose and process of a public hearing.

Senior Planner Bryan Lloyd summarized the request as detailed in the staff report dated June 7, 2023.

Member Aspnes indicated she drove around this parcel and had some concerns about the private drive only because of the amount of snow there was this past year, she wondered where all of the snow will go.

Mr. Lloyd indicated he did not know the answer but suggested there are large side yards adjacent to Fry Street and maybe the owner would not be able to pile snow in their drainage outlot but is a place where he would put it. Whatever provisions are in the maintenance code, even though it is not a City street it still has similar sorts of requirements for the maintenance and that sort of thing.

Member Aspnes asked if the units will be rental units or owner-occupied dwellings.

Mr. Lloyd explained that is not a question staff considers in subdivision requests. A dwelling unit is a dwelling unit, a lot is a lot. In a subdivision like this the separate parcels, the separate lots facilitates separate owners but does not prevent someone from buying one or more of them and renting it rather than occupying it. The transition from doing the development in a single parcel with the ten dwellings, which in his mind would more likely be rentals, proceeding through the plat process like the applicant is doing suggests the intent to sell them and purchased then by either residents or someone who would rent them out.

Member McGehee explained since the City might require a homeowner's association, she has seen homeowners' associations that specifically specify that the homes cannot be rented for more than a year and is a condition that the City could apply, if the City is the one requiring the homeowner's association.

Mr. Lloyd explained he was not sure that the City could require some tenancy provisions in a homeowner's association. The City can regulate rentals through the City's Rental Registration program or Rental Licensing program, but he did not believe that the City has the ability to prohibit them.

Member McGehee indicated she was probably going to object to this on the basis of traffic because there is the dense neighborhood that is very much landlocked, particularly with the changes now on Snelling and only two exits coming out onto Fairview. She thought both exits were very dangerous for access to this neighborhood. The other thing is the City just added approximately four hundred units just across from this and this is one of the parks that is expected to take some of the influx of new people in the community. This particular park seems to her to be an ideal space to add a little land rather than add more houses in an area that already has a severe traffic access and exit problem and is quite a densely populated area now.

Mr. Lloyd explained in the process of reviewing this project the Parks and Recreation Director indicated recently that the Parks Department did have the opportunity to consider purchasing the entire parcel for additional park space and they declined to do that at the time and there was serious consideration of acquiring dedication of land on the northern side of this parcel to expand the park a little bit and the Parks and Recreation Commission declined that as well. The final decision about land or cash dedication lies with the City Council and can still make that choice. As far as what the City Council has decided beyond that, the only thing that comes to his mind is during the Zoning update process of a couple three years ago, he believed this was one of the sites that got special focus on whether the zoning should be high density as the adjacent assisted living facility is medium density or something else and the ultimate decision at that point was for the medium density zoning that is in place today.

Member McGehee did not think that was a problem but what she thought was a problem was if the City polls its residents and the residents ask for something and when the City has the opportunity to act on it, they don't as a City, and she thought particularly to an extent where the residents really values the parks and speak to everyone about the parks system. She thought it was unfortunate that a single person or a small group of people could decide that they do not want to add this to the park system when it was specified as an idea that people would really like.

Member Schaffhausen indicated when she thinks about traffic in particular, Fairview is also within the purview of Ramsey County.

Mr. Lloyd indicated that was correct. He reviewed the traffic patterns and volumes with the Commission.

Member Aspnes explained she walked around the park today and noticed there is park access from southbound Snelling. She wondered about, in general, parking at the ball area in the park and she wondered where everyone can park. There are a few parking lots in the park and this particular site abuts the pool in the park. She noted the elevation of the site is higher than the park land to the north of it. There are some scruffy looking pine trees and wondered about screening from the backyards of the two proposed twinhomes on the north side. She would like to see some nice screening, so these homes do not look directly into the pool area. She also wondered about the outlot. She assumed any water runoff will not go down from the development into the park and that any access water from developing this will be controlled by the stormwater management.

Mr. Lloyd explained how stormwater management will work to control the water runoff.

Chair Pribyl asked if the applicant would like to come forward to answer questions.

Mr. Barry O'Meara came forward to answer questions.

Member Aspnes wondered where the snow will be stored if there is a lot of snow in the winter.

Mr. O'Meara explained they have taken snow removal into account when the land was developed. He noted by Code there could be fourteen to fifteen units on this land but because of the possibility of snow storage the units were cut back to ten. Snow should be able to be handled onsite and if not, the development will need to pay to remove it.

Chair Pribyl wondered if the townhomes will be sold or be rental units.

Mr. O'Meara explained the development was created in such a way that either having the townhomes as rentals or sold could be done. He stated the intent is to be flexible.

Public Comment

Mr. Arthur McWilliams, 2571 Fry Street, explained he lives by the kiddie pool and suspected this development will be good for the neighborhood overall. There will be nice new buildings in the neighborhood and in the long run might have a ripple effect and will be an improvement from what was previously there. Parking came up, which is his sole concern. He noted the parks gets a lot of use as well.

No one else wished to address the Commission. Chair Pribyl closed the public hearing.

Commission Deliberation

Member Aspnes indicated she did not object to the twinhomes by themselves. Her concern is the City lost an opportunity to add to the park land, to this park which is really lovely. She can see some trees that have been planted in the park. She thought the park could use more parking so there is not so much traffic and parking on Fry Street.

Member Kruzel asked if staff knew why the Parks and Recreation Commission decided not to further investigate this or is that something that could be public knowledge.

Mr. Paschke thought when this property first went up for sale many years ago the Parks Department had a chance to buy it and chose not to and he believed the City was a part of that discussion.

Member McGehee indicated she personally would make findings that this plan has potentially very negative impact on the park because of the location, the oversite of the kiddie pool and the fact that people will be viewing this activity from their homes as well as the entire parking into the complex, the entire development is a problem, and this adds to it. She thought everything from snow removal to parking for those specific homes are inadequate and the homes having to have sprinkling system because there is not the kind of access for emergency vehicles that the City would normally require and the fact that this is a landlocked area with a very busy, highly used park with some amenities that are particular to this park and particular to Roseville in general where the City does not have them anywhere else and there are

148 already parking problems around the parks, especially in the summer, and this is
149 another example so she could not see in good conscious, herself in particular, could
150 vote to support this proposal based on the issues that have been raised and to which
151 there are not any answers. She would personally send this to the Council with those
152 preliminary findings of hers as to why this particular proposal should not move
153 forward.

154
155 Member Bjorum agreed with some of that. He did not want to penalize the developer
156 for doing a nice job of developing this property. Doing what he deems best for the
157 property, not going to the max density. He did not want to penalize him for planning
158 this because there is a parking problem that he is trying to plan for and has said so and
159 putting the burden of the neighborhood parking issue on his shoulders and this
160 development, he thought this was set up as medium density development and he did
161 not see an issue with what is on the plan and he did not see any legal ramification for
162 the Planning Commission to deny moving this forward. He understood this is next to
163 a very busy park and a very busy neighborhood, but he did not see the reason to
164 penalize the developer for those issues on this.

165
166 Member Aspnes thanked Member Bjorum for stating his reasons, there really is no
167 legal reason.

168
169 Member Bjorum explained acknowledged all of the residents in the neighborhood
170 that wrote in about parking issues and traffic issues but at the same time there is a
171 containment design here for those units and development.

172
173 **MOTION**

174 **Member Bjorum moved, seconded by Member Schaffhausen, to recommend to**
175 **the City Council approval of a Preliminary Plat of an Existing Parcel as Ten**
176 **Lots for Single-Family Attached Homes (Twinhomes) (PF23-002).**

177
178 **Ayes: 5**

179 **Nays: 1 (McGehee)**
180

181 Member McGehee explained she would state again the reason that she stated
182 previously as findings, and she believed that the City might want to revisit this at the
183 Council level as a purchase and she did not believe that the developer should be
184 penalized and lose money on this. To that regard she did not believe that the
185 developer should be penalized financially but she thought the City Council should
186 review this as something that they might want to revisit.

187
188 **Motion carried.**

189
190 Chair Pribyl advised this item will be before the City Council on July 10, 2023.
191

**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 10th day of July 2023 at 6:00 p.m.

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

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

RESOLUTION NO. ____
**A RESOLUTION APPROVING THE PROPOSED DANNY BOY ESTATES PRELIMINARY
PLAT (PF23-002)**

WHEREAS, Sophies, LLC has submitted a valid application for approval of the proposed Danny Boy Estates preliminary plat of the property addressed as 2560 Fry Street; and

WHEREAS the proposed subdivision conforms to all of the applicable standards of the City of Roseville zoning and subdivision codes; and

WHEREAS, the Roseville Planning Commission held the duly noticed public hearing for this application on June 7, 2023, and having closed said public hearing, voted 5-1 to recommend approval of the proposed preliminary plat with certain conditions based on the public record and the Planning Commission's deliberation with certain conditions; and

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to approve the proposed Danny Boy Estates preliminary plat, based on the public record and City Council deliberation, with the following conditions:

1. Pursuant to the memo from Public Works Department staff in Attachment 4 of this RCA, the applicant shall create a homeowners association for maintenance of the shared driveway and storm water BMPs, and shall enter into an agreement pertaining to the public water and sanitary sewer improvements in the site.
2. Pursuant to the comments from Parks and Recreation Department staff in Attachment 4 of this RPCA, the applicant shall submit payment of the \$38,250 park dedication fee before the City will release the signed mylars for recording at Ramsey County.

WHEREUPON said resolution was declared duly passed and adopted.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 7.c

Department Approval

City Manager Approval



Item Description: Review and Discuss Pending Future Agenda Items

BACKGROUND

Recently staff updated and reformatted the pending future agenda items documents to also include other items that staff are planning to bring forward for City Council discussion and decision. Moving forward, these items will be brought forward in the time frames listed. However there are several items that have been listed for a long time and/or other items that may need to have additional discussion before scheduling for a specific meeting. Therefore, staff is asking for discussion and direction on the pending future agenda items highlighted in yellow on what the next steps should be for those items. For some of the items, there may not be a need or City Council interest to further discuss the items listed on the pending list. While staff asks the City Council to provide direction on the yellow-highlighted items, the City Council should feel free to discuss any of the items on the list.

Included as Attachment A is the current listing of pending future agenda items.

POLICY OBJECTIVE

As part of conducting City Council business, it is important to consider items of interest that come from City Council members and/or the public. The tracking of these items is important to make sure that these items are heard and considered. As the pending list of items grow, it is necessary to periodically to review the list to make these items are considered in a timely manner.

BUDGET IMPLICATIONS

None specific to this discussion.

RACIAL EQUITY IMPACT SUMMARY

As individual items are brought forward for discussion and possible action, a racial equity impact summary will be provided. When appropriate, the Racial Equity Toolkit may be used to further analyze the impact a policy, regulation, program, or decision has on racial equity in the community.

STAFF RECOMMENDATION

Staff recommends the City Council review and discuss the pending future agenda items highlighted in yellow on Attachment A and provide staff direction on the next steps for these items.

REQUESTED COUNCIL ACTION

Provide direction on the next steps for the pending future agenda items as listed on Attachment A.

Prepared by: Patrick Trudgeon, City Manager pat.trudgeon@cityofroseville.com

Attachments: A: Future Agenda – Longer Term Initiatives

Future Agenda Review - Longer Term Initiatives
(items that likely require council discussion/action)

Item	Initiated By	Target Date	Status/Notes
Inspectors of single-family rentals, health and safety	Etten	TBD	
Review need of pet licenses	Council	TBD	Brought forward by former Councilmember Willmus
Sister City Relationship with Indigenous Tribal Nation	Strahan	TBD	
Rooster Regulations	Council	TBD	Brought forward by resident at the July 18, 2022 Council mtg.
Off-sale liquor license holders - 1 day suspension for 1st violation	Etten	TBD	Issue raised during 2/13mtg. when considering penalties for liquor violations
Zero Waste Packaging/Compostable Containers	Etten/Strahan	July '23	will be discussed at PWET joint meeting July 10
City Speed Limit Review on Local Streets	Strahan/Council	July '23	will be discussed at PWET joint meeting July 10
Update on shopping carts left in public r-o-w	Strahan	Summer '23	
Accept classification & compensation study & recomm's	Staff/Council	Summer '23	implementation strategies discussion to follow
Envision Roseville final report & RFP for strategic plng	Staff/Council	3rd qtr '23	(City Manager goal item)
Commission scope/duties/functions implementation	Etten/Council	Fall '23	
Short term rental code updates	Council	Fall '23	(Issuance of new licenses suspended pending update)
Hotel licensing regulations	Staff/Council	Late '23?	upcoming work session topic?
New cannabis law - licensing regulations/zoning code amend	Staff/Council	Late '23?	Staff getting educated on law and ramifications
Update SREAP with new goals/objectives	Staff/Council	Late '23	(City Manager goal item)
Sacred Settlement code updates	Staff/Council	Dec '23	Staff getting educated on law and ramifications
Strategic planning	Staff/Council	1st qtr '24	(City Manager goal item)
Roseville Fire role in medical transport	Staff	TBD	Ongoing discussions with Allina, etc.
City/EDA Budget Process			
EDA budget and City CIP review	Staff/Council	July '23	(budget calendar item)
Receive City Manager proposed budget (w/ARPA impacts)	Staff/Council	Aug '23	(budget calendar item) (City Manager goal item)
Fin Comm budget recomm's & prelim levy/budget	Staff/Council	Sep '23	(budget calendar item)
Utility Rates & Fee Schedule	Staff/Council	Nov '23	(budget calendar item)
Adopt final budget, levy, utility rates, & fees	Staff/Council	Dec '23	(budget calendar item)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 10.a

Department Approval

Michelle Littrick

City Manager Approval

Rocco

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	\$1,201,902.21
106838-107030	\$1,202,412.60
Total	\$2,404,314.81

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: 07/05/2023 - 9:30AM
 Date Range: 06/14/2023 - 07/04/2023
 Systems: 'AP'



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 100 General Fund				
Department: 00 General Function				
0	David R. Cantu-Non Bank	May Benefit Reimbursements	06/14/2023	7,006.06
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	6,087.66
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	86,504.51
Total for Department: 00 General Function				99,598.23
Department: 01 General Government				
0	Amazon.com- CC	Paper Stand, Keyboard, Lamp	06/27/2023	239.45
0	American Mailing Machines-Non Bank	Postage	06/14/2023	3,000.00
0	Background Investigation Bureau - CC	Background Checks	06/27/2023	952.54
0	Dawn O'Connor	Seeds for Earth Day	06/21/2023	8.55
0	DG Minnesota CS 2021, LLC	May Billings 2023	06/28/2023	5,047.73
0	Dominium Development & Acquisition	Return of Escrow for Bonds with State	06/14/2023	350,000.00
0	Erickson, Bell, Beckman & Quinn P.A.	Professional services rendered through	06/14/2023	14,449.00
0	Factory Direct-CC	DEI Training Supplies	06/27/2023	111.30
0	Fikes, Inc.	Restroom Supplies	06/14/2023	677.14
0	Gallup-CC	Strengths Finder Assessment for Staff	06/27/2023	49.99
0	GFOA- CC	Renewal Fees	06/27/2023	250.00
0	Grand Cleaners-CC	Tablecloth Cleaning	06/27/2023	274.37
0	Greenhaven Printing	#10 Window Envelopes	06/28/2023	698.06
0	Harbor Freight Tools-CC	Abrasive Blast Cabinet	06/27/2023	246.38
0	Innovative Office Solutions	Office Supplies	06/28/2023	471.72
0	Joey Meatballs-Cc	Lunch meeting with Mayor	06/27/2023	24.53
0	Life Safety Systems, Inc.	Annual Monitoring and Telguard Char	06/14/2023	575.00
0	Mailchimp-CC	5000 Contacts	06/27/2023	100.00
0	McGough Property Management, LLC	Facility Management	06/21/2023	1,225.27
0	McGough Property Management, LLC	Management Fee	06/28/2023	10,080.87
0	Menards-CC	Shallow Pot Magnet	06/27/2023	17.20
0	Mitchell Christensen	Tuition Reimbursement - City	06/28/2023	1,500.00
0	Nitti Sanitation-CC	Trash Services	06/27/2023	937.61
0	Office Depot- CC	Deposit Bags	06/27/2023	505.61
0	Reference-CC	Out of State Driver's License Check	06/27/2023	56.00
0	Sam's Club-CC	Snacks for Arboretum Volunteers	06/27/2023	114.65
0	Sandstrom Land Management, LLC	City Hall Ground Care - May 2023	06/14/2023	1,690.00
0	Target- CC	DEI Training Supplies	06/27/2023	438.35
0	Time Saver Off Site Secretarial, Inc.	May Meetings	06/28/2023	1,490.00
0	US Bank-Non Bank	April 2023 Terminal Charges	06/14/2023	274.07
0	Volgstics-CC	Volunteer Database	06/27/2023	234.00
0	Walmart-CC	DEI Training Supplies	06/27/2023	101.68
0	Xcel Energy	June Xcel Billings	06/21/2023	8,012.92
106847	Center for Economic Inclusion	Registration	06/14/2023	1,500.00
106852	Dell Marketing, L.P.	Stand Up Desk - D Finken	06/14/2023	575.34
106853	Do Good Roseville	Jamaican Caribbean Cuisine for Junete	06/14/2023	4,700.00
106879	mySidewalk, Inc.	mySidewalk Chart Fee, 3 License PKC	06/14/2023	12,000.00
106881	NFP Insurance Services, Inc.	ACA Fee	06/14/2023	1,299.24
106895	T Mobile	Phone # 651-248-3775, Acct # 990276	06/14/2023	9.54
106897	Trans Union, LLC	Employment Credit Report	06/14/2023	209.72
106923	Grainger Inc	Axial Fan, Square	06/21/2023	114.24
106928	ICMA Membership Renewals	Member #: 515216 Renewal through J	06/21/2023	1,015.49

Check No.	Vendor/Employee	Transaction Description	Date	Amount
106931	Kone Inc	Maintenance Period: 6/1/23 - 5/31/24	06/21/2023	3,795.84
106935	Linn Building Maintenance	June Cleaning	06/21/2023	8,626.00
106943	Redpath and Company LLC	Completion of the 2022 Audit	06/21/2023	47,000.00
106945	Shred-N-Go, Inc.	Shredding Services	06/21/2023	71.89
106962	ARAMARK Services	Coffee	06/28/2023	1,120.14
106977	Ehlers & Associates, Inc.	General Consulting Services	06/28/2023	140.00
106990	Kennedy & Graven, Chartered	Retainer and Expenses	06/28/2023	16,110.04
106992	League of MN Cities	2023 LMC Annual Conference Awards	06/28/2023	50.00
107001	National Awards & Fine Gifts	Custom Aluminum Name Tags	06/28/2023	351.70
107010	Recycle Technologies, Inc.	Bulb Recycling	06/28/2023	140.00
107020	St. Paul Pioneer Press	May Advertising	06/28/2023	497.84
Total for Department: 01 General Government				503,181.01
Department: 02 Public Safety				
0	Advanced Graphix, Inc.	2018 Red Chevy Tahoe Decal Repair	06/21/2023	161.50
0	Aldi-CC	Employee Recognition	06/27/2023	83.90
0	Amazon.com- CC	MagSafe Mount	06/27/2023	387.87
0	Bulldog-CC	Training Meal	06/27/2023	50.10
0	Caribou Coffee- CC	Coffee - Training	06/27/2023	77.63
0	Costco-CC	Cleaning Supplies	06/27/2023	292.76
0	Cub Foods- CC	Dishwasher Soap	06/27/2023	8.58
0	DPS Firefighter-CC	License Fee	06/27/2023	75.00
0	Hang Hero-CC	Wall Hanging Supplies	06/27/2023	54.96
0	IAATI-CC	Training Course - Wiesner	06/27/2023	355.00
0	Innovative Office Solutions	Office Supplies	06/28/2023	213.06
0	Jeffrey Lopez	Tuition Reimbursement	06/28/2023	1,119.00
0	Jimmy John's- CC	Training Meal	06/27/2023	334.46
0	Keys Cafe & Bakery-CC	Training Meal	06/27/2023	51.21
0	License Center-Non Bank	Registration for 2023 Dodge Charger I	06/14/2023	25.00
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	2,160.04
0	Mitchell Christensen	Tuition Reimbursement - PD	06/28/2023	1,500.00
0	MN LEMA-CC	Memorial Day Wreaths	06/27/2023	170.00
0	Nelsons Cheese & Deli-CC	Interviews Lunch	06/27/2023	114.99
0	NFPA Natl Fire Protect-CC	Subscription	06/27/2023	502.19
0	Nitti Sanitation-CC	Trash Services	06/27/2023	230.74
0	Northland Fools-CC	Training Course	06/27/2023	262.36
0	PayPal-CC	Homeless Outreach - Car Repairs	06/27/2023	200.00
0	Raising Canes-CC	Meal	06/27/2023	10.61
0	SFM-Non Bank	Invoice 22381 - Fire Indemnity	06/14/2023	2,241.52
0	Suburban Ace Hardware-CC	Operating Supplies	06/27/2023	141.08
0	Uline-CC	Labels	06/27/2023	37.50
0	White Bear Mitsubishi-CC	Repair Diagnosis	06/27/2023	129.99
0	Xcel Energy	June Xcel Billings	06/21/2023	85.30
0	Xcel Energy	June Xcel Billings	06/28/2023	2,225.97
106841	Aspen Mills Inc.	Uniforms	06/14/2023	179.85
106890	Ramsey County Fire Chiefs Assoc.	2023 RC Fire Academy	06/14/2023	1,725.00
106896	TK Elevator Corp.	Gold - Full Maintenance	06/14/2023	490.47
106909	Aspen Mills Inc.	Uniform M. Wallace	06/21/2023	1,473.23
106916	Comcast	Business Services 6/18 - 7/17/23	06/21/2023	111.65
106926	Henry Schein, Inc.	First Aid Supplies	06/21/2023	643.47
106935	Linn Building Maintenance	June Cleaning	06/21/2023	1,400.00
106963	Aspen Mills Inc.	Uniform - I. Diaz	06/28/2023	103.90
106976	DVS Special Services	Tabs for 99 Honda Civic, VIN: 1HGE	06/28/2023	14.25
Total for Department: 02 Public Safety				19,444.14
Department: 03 Public Works				
0	Amazon.com- CC	Mailbox	06/27/2023	136.89
0	Applebee's-CC	iCloud Storage	06/27/2023	1.98
0	Corporate Connection, Inc.	Clothing - B. Belde	06/21/2023	1,235.28
0	Cushman Motor Co Inc	5 Bolt 15" Winter Rim C250/2	06/21/2023	534.73
0	Dan Turner	New maul and handle	06/28/2023	48.57

Check No.	Vendor/Employee	Transaction Description	Date	Amount
0	Factory Motor Parts, Co.	FVP POLY V BELT	06/14/2023	146.68
0	Factory Motor Parts, Co.	CCA840 RC145	06/21/2023	147.03
0	Factory Motor Parts, Co.	Tethered Fuel Cap	06/28/2023	19.71
0	Forest Lake Contracting, Inc.	TH @ Lexington Lighting Conduit	06/14/2023	7,380.00
0	Home Depot- CC	Mailbox Supplies	06/27/2023	98.58
0	Innovative Office Solutions	Office Supplies	06/28/2023	61.71
0	MacQueen Equipment	Rim 16", Valve Stem	06/28/2023	1,454.88
0	Mansfield Oil Company of Gainesville,	Dyed B20 ULS2 Clean365	06/21/2023	24,303.14
0	McMaster-Carr	Wrap-Around Sleeving, Hose Fitting	06/21/2023	160.71
0	McMaster-Carr	Helical Insert with Tools	06/28/2023	70.19
0	Menards-CC	Mailbox Supplies	06/27/2023	478.43
0	Midway Ford Co.	Vehicle Labor	06/14/2023	822.69
0	Midway Ford Co.	FO*G ROD ASY	06/21/2023	25.41
0	MN Dept of Revenue-Non Bank	April 2023 Fuel Tax	06/14/2023	173.57
0	MTI Distributing, Inc.	Coolant Reservoir ASM	06/21/2023	159.30
0	Napa Auto Parts	2014 Ford F350 Taillight Lens Assembl	06/14/2023	48.94
0	Napa Auto Parts	V-Belt	06/21/2023	42.16
0	Napa Auto Parts	Fuel Pump Assembly Return from Inv	06/28/2023	75.29
0	Premium Waters Inc	Coffee	06/28/2023	86.48
0	Rick Person	Purchase Reimbursement - Walmart/Ti	06/14/2023	21.07
0	SFM-Non Bank	Invoice 22381 - Streets Indemnity	06/14/2023	3,181.24
0	Snap On-CC	Pliers, Wire Brush Set	06/27/2023	62.15
0	T. A. Schifsky & Sons, Inc.	Yard Purchases 5/21 - 5/27/23	06/14/2023	383.46
0	Xcel Energy	June Xcel Billings	06/28/2023	13,777.43
106840	Allstate Peterbilt of South St. Paul	Filter	06/14/2023	33.43
106842	Batteries Plus Bulbs #029	DC 12V	06/14/2023	186.70
106848	Cintas Corporation	Clothing	06/14/2023	45.36
106858	H & L Mesabi Company	Blower Blade/ Plow Bolt w/ Nut	06/14/2023	455.01
106865	Jeff Belzers Roseville Chrysler Dodge .	Hose-Heater	06/14/2023	906.72
106875	Martin Marietta Materials Inc	Patching	06/14/2023	2,823.24
106889	Ramsey County	RC Fleet Support Fee for May	06/14/2023	109.20
106902	Warning Lites of MN, Inc.	2023 Centerline Striping	06/14/2023	8,805.49
106910	Astleford International	Return, Pump Assy, Fuel Elect Brushlk	06/21/2023	1,108.71
106914	Cintas Corporation	Clothing	06/21/2023	42.70
106930	Jeff Belzers Roseville Chrysler Dodge .	Fuel Induction Service	06/21/2023	172.87
106955	Tri State Bobcat, Inc	Vehicle Supplies	06/21/2023	1,558.22
106969	Cintas Corporation	Clothing	06/28/2023	42.70
106998	Minnesota Hoist Inspection, Inc.	Standard Automotive Lift Inspection, 5	06/28/2023	1,349.96
107008	Powerplan BF	Vehicle Supplies	06/28/2023	6,770.22
Total for Department: 03 Public Works				79,548.23
Total for Fund:100 General Fund				701,771.61

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 101 General Fund Donations				
Department: 02 Public Safety				
0	Uber-CC	Accidental Purchase - C McCollor	06/27/2023	50.00
Total for Department: 02 Public Safety				50.00
Total for Fund:101 General Fund Donations				50.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 103 Contracted Engineering Svcs				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	95.15
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	957.70
0	Short Elliott Hendrickson, Inc.	Verizon C-Band LTE @ CC Monopole	06/21/2023	117.02
106850	Custom Pools, Inc	Erosion Control Escrow Refund, EC22	06/14/2023	1,000.00
106854	Element Design-Build, LLC	Erosion Control Escrow Refund, EC22	06/14/2023	6,000.00
106970	Commercial Partners Title, LLC	Erosion Control Escrow Refund - EC2	06/28/2023	20,000.00
106990	Kennedy & Graven, Chartered	Cellular Leases RS160-00004	06/28/2023	550.00
Total for Department: 00 General Function				28,719.87
Total for Fund:103 Contracted Engineering Svcs				28,719.87

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 104 Accounting Services				
Department: 01 General Government				
0	GFOA- CC	CPFO Candidate Renewal Fee - Kent	06/27/2023	600.00
Total for Department: 01 General Government				600.00
Total for Fund:104 Accounting Services				600.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 110 Telecommunications				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	100.18
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	2,112.59
Total for Department: 00 General Function				2,212.77
Department: 01 General Government				
0	North Suburban Access Corp.	2023 May Municipal Meeting Service:	06/28/2023	1,608.55
Total for Department: 01 General Government				1,608.55
Total for Fund:110 Telecommunications				3,821.32

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 111 IT: Roseville Capital				
Department: 01 General Government				
106972	Dell Marketing, L.P.	FD New Computer	06/28/2023	1,846.40
Total for Department: 01 General Government				1,846.40
Total for Fund:111 IT: Roseville Capital				1,846.40

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 114 IT: Inventory - ALL				
Department: 01				
0	Metro-INET Non Bank		06/14/2023	15,452.42
Total for Department: 01				15,452.42
Total for Fund:114 IT: Inventory - ALL				15,452.42

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 200 Recreation Fund				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	423.15
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	11,040.93
0	MN Dept of Revenue-Non Bank	April 2023 Sales Tax and Use	06/14/2023	2,604.74
Total for Department: 00 General Function				14,068.82
Department: 04 Recreation				
0	Adobe System-CC	Office supplies	06/27/2023	16.10
0	Amazon.com- CC	Personal Purchase	06/27/2023	55.52
0	Ancom Technical Center	Radio Rental	06/28/2023	150.00
0	Angel Benes	Taught 1 Class	06/21/2023	112.50
0	Breanna Burmester	Sand Volleyball Official	06/14/2023	104.00
0	Breanna Burmester	Sand Volleyball Official	06/28/2023	104.00
0	Certified Laboratories, Inc.	USOLV	06/21/2023	508.50
0	Chris Sonterre	Union Clothing Purchase Reimburse	06/28/2023	53.98
0	Comcast-CC	Park Buildings Comcast Bill	06/27/2023	303.10
0	Costco-CC	Cake for Event	06/27/2023	216.41
0	Cub Foods- CC	Sprouts Snacks	06/27/2023	16.96
0	Daniel Kuch	Community Band Director- Jan-Jun 20	06/21/2023	1,000.00
0	Dennis De La Torre	Sand Volleyball Official	06/14/2023	104.00
0	DG Minnesota CS 2021, LLC	May Billings 2023	06/28/2023	1,275.55
0	Eve Maas	Sand Volleyball Official	06/14/2023	156.00
0	Eve Maas	Sand Volleyball Official	06/28/2023	208.00
0	Fikes, Inc.	Restroom Supplies	06/21/2023	299.05
0	Flowerama-CC	Flowers for Ice Show	06/27/2023	286.82
0	Hannah Dunn	Mileage Reimbursement 5/13/23	06/14/2023	25.55
0	John Lambrecht	Sand Volleyball Official	06/14/2023	208.00
0	John Lambrecht	Sand Volleyball Official	06/28/2023	156.00
0	Juan Felipe Ruiz Duque	Sand Volleyball Official	06/14/2023	208.00
0	Juan Felipe Ruiz Duque	Sand Volleyball Official	06/28/2023	260.00
0	Kathie Urbaniak	Sand Volleyball Official	06/14/2023	104.00
0	Kathie Urbaniak	Sand Volleyball Official	06/28/2023	104.00
0	Menards-CC	Steel Cart	06/27/2023	180.96
0	Misty Nickels	Sand Volleyball Official	06/14/2023	364.00
0	Misty Nickels	Sand Volleyball Official	06/28/2023	336.00
0	Molly Keleny	Fishing License for Fish Finders Camp	06/21/2023	26.00
0	Mood Media-CC	Mood Media Subscription	06/27/2023	70.00
0	Natalie Witham	Sand Volleyball Official	06/28/2023	52.00
0	Nitti Sanitation-CC	Trash Services	06/27/2023	566.34
0	NRPA-CC	CAPRA Accreditation Training	06/27/2023	140.00
0	PetSmart-CC	Animal Food	06/27/2023	8.58
0	R & R Specialties of Wisconsin, Inc	Cart, Batt Watering, 9 gal	06/28/2023	635.00
0	Restaurant Depot- CC	Concessions Supplies	06/27/2023	109.45
0	Scott Breuer	Mileage reimbursement for May 2023	06/21/2023	38.97
0	Signarama-CC	Restroom Signs	06/27/2023	115.00
0	Sticker Mule-CC	Rosefest Stickers/Buttons	06/27/2023	411.25
0	Suburban Ace Hardware-CC	Liquid Nails Heavy Duty	06/27/2023	10.72
0	Taho Sportswear, Inc.	T-Shirts	06/14/2023	1,051.00
0	Taho Sportswear, Inc.	T-Shirts	06/21/2023	353.50
0	UPS Store- CC	Shipping	06/27/2023	15.66
0	VFW-CC	Pizza for Ice Show	06/27/2023	73.14
0	Willie McCray	Umpires 6/5 - 6/11/23	06/14/2023	3,264.00
0	Willie McCray	Umpires 6/12 - 6/18/23	06/21/2023	2,624.00
0	Willie McCray	Umpires 6/20 - 6/25/23	06/28/2023	2,624.00
0	Xcel Energy	June Xcel Billings	06/21/2023	2,021.29
0	Xcel Energy	June Xcel Billings	06/28/2023	17,699.19
106838	AARP	AARP Refresher Course	06/14/2023	255.00
106843	Travis Birkliid	Track Skills & Athletic Sessions 4/22 -	06/14/2023	200.00
106844	David Brooks	Track Skills & Athletic Sessions 4/22 -	06/14/2023	100.00
106845	Sarah Bruess	Track Skills & Athletic Sessions 4/22 -	06/14/2023	200.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
106861	Judy Hoffman	Leaders in Training Refund	06/14/2023	52.00
106862	Patrick Hubbard	Sand Volleyball Official	06/14/2023	52.00
106863	Thomas Imoff	Sand Volleyball Official	06/14/2023	104.00
106867	Peeraphong Moo Kengwichai	Sand Volleyball Official	06/14/2023	52.00
106877	MRPA	117 Softball Teams - Registration	06/14/2023	2,925.00
106884	On Site Companies-OSSTC	Portables Rental	06/14/2023	2,413.42
106885	Chris Peterson	Track Skills & Athletic Sessions 4/22	06/14/2023	200.00
106891	Revolutionary Sports, LLC	Baseball/Basketball/Soccer Classes M	06/14/2023	5,050.50
106893	Devyn Smith	Track Skills & Athletic Sessions 4/22	06/14/2023	100.00
106898	Tri State Judges Association	Judge Payment - Rose Parade	06/14/2023	450.00
106907	AARP Driver Safety Program	Driver Safety Course - 2 members, 3 n	06/21/2023	115.00
106915	The Cleaning Authority, Inc.	May Monthly Cleaning	06/21/2023	3,855.60
106918	Duniya Drum & Dance	Summer Entertainment	06/21/2023	1,200.00
106922	Friends of MN Sinfonia	Summer Entertainment	06/21/2023	1,000.00
106924	William Hale	Summer Entertainment	06/21/2023	900.00
106925	Michael Handler	Summer Entertainment	06/21/2023	500.00
106929	Ingina, LLC	Beginner coder - Pokemon Adventures	06/21/2023	852.00
106933	Meg Layese	Shelter Key Deposit Refund	06/21/2023	50.00
106935	Linn Building Maintenance	June Cleaning	06/21/2023	3,140.00
106937	MR Cutting Edge	Ice Scraper Blade Sharpen	06/21/2023	134.00
106939	On Site Companies-OSSTC	Bruce Russell and Concordia Portable	06/21/2023	963.70
106944	Mary Schifsky	Track Skills & Athletic Sessions Apr 2	06/21/2023	1,360.00
106947	Nasir Smith	Track Skills & Athletic Sessions Apr 2	06/21/2023	200.00
106957	Greg Ueland	Track Skills & Athletic Sessions April	06/21/2023	1,360.00
106960	Action Sports of MN, Inc.	Skateboard Camp - Session 1	06/28/2023	3,322.50
106961	Mark E. Adams- Westin	Summer Entertainment	06/28/2023	400.00
106974	Dirty Shorts Brass Band	Summer Entertainment	06/28/2023	400.00
106987	Tom Imhoff	Sand Volleyball Official	06/28/2023	104.00
106989	Peeraphong Moo Kengwichai	Sand Volleyball Official	06/28/2023	104.00
106994	Nash Lueken	Track Skills and Athletic Sessions Apr	06/28/2023	200.00
106996	MIDC Enterprises	Toro 2" Elec Globe/Angle Valve	06/28/2023	166.42
106997	Mike's Pro Shop	Rosefest	06/28/2023	40.00
106999	Minnesota State Band	Summer Entertainment	06/28/2023	350.00
107004	On Site Companies-OSSTC	Tipped Portable	06/28/2023	730.00
107011	Revolutionary Sports, LLC	Pickleball Camp, Ninja Camp	06/28/2023	4,478.95
107012	Stephen Joseph Schmidt	Summer Entertainment	06/28/2023	600.00
107013	Shamrock Group, Inc.	50LB CO2 Cylinder Rent	06/28/2023	30.07
107014	Signarama	13oz Banner	06/28/2023	208.29
107015	Smartbox Portable Storage	Delivery & Container Rental 6/14 - 7/1	06/28/2023	181.24
107018	Sounds of Hope LTD	Summer Entertainment	06/28/2023	600.00
107021	Stephen Poreda	July 4th Party in the Park	06/28/2023	335.00
Total for Department: 04 Recreation				78,860.78
Total for Fund:200 Recreation Fund				92,929.60

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 204 P & R Contract Maintenance				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	307.18
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	6,821.67
Total for Department: 00 General Function				7,128.85
Department: 04 Recreation				
0	Bachman's-CC	Seeds	06/27/2023	230.55
0	Certified Laboratories, Inc.	Cheetah Pro	06/28/2023	1,022.20
0	Fastenal Company Inc.	Orange High Vis Shir	06/28/2023	322.06
0	Ferguson Enterprises Inc.-CC	6 VDC SLND ASSY	06/27/2023	224.49
0	Fikes, Inc.	Restroom Supplies	06/28/2023	2,672.65
0	FleetPride	Hose End, Hydraulic Hose, Labor	06/28/2023	142.50
0	Fra Dor-CC	Black Dirt & Recycle	06/27/2023	4,005.55
0	Frattallones-CC	Spray paint	06/27/2023	35.96
0	Gertens Greenhouses-CC	Gardening Supplies	06/27/2023	59.79
0	Jeff's S.O.S. Drain & Sewer Cleaning	Main Line Cleaning	06/28/2023	295.00
0	Menards-CC	Rope Rachet, Utility, Cable Puller	06/27/2023	572.48
0	MIDC Enterprises- CC	Operating Supplies	06/27/2023	1,487.43
0	MTI Distributing, Inc.	Vehicle Supplies	06/28/2023	342.95
0	Nitti Sanitation-CC	Trash Services	06/27/2023	1,061.95
0	Ramsey County-CC	Environmental Health License	06/27/2023	674.00
0	Suburban Ace Hardware-CC	Insect killer	06/27/2023	17.99
0	Wheeler Hardware-CC	Wall Stop	06/27/2023	7.64
0	Xcel Energy	June Xcel Billings	06/28/2023	6,027.59
106884	On Site Companies-OSSTC	Portables Rental	06/14/2023	71.00
106935	Linn Building Maintenance	June Cleaning	06/21/2023	325.00
106966	Carlin Sales Corporation	Soil Mixes	06/28/2023	426.05
106969	Cintas Corporation	Clothing	06/28/2023	15.96
106978	Flagship Recreation	Plaque	06/28/2023	200.00
106979	Gary Carlson Equipment, Corp.	Caution Tape	06/28/2023	39.72
106980	Gertens Greenhouses	Plants	06/28/2023	570.92
106996	MIDC Enterprises	Valve Box/Cover/Super Pro Rotor	06/28/2023	262.65
107009	Precision Landscape & Tree,Inc	Tree Pruning	06/28/2023	4,995.00
107025	Tri State Bobcat, Inc	Cable	06/28/2023	44.16
Total for Department: 04 Recreation				26,153.24
Total for Fund:204 P & R Contract Maintenance				33,282.09

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 260 Community Development				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	611.66
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	7,336.56
106856	Gardner Builders US, LLC	Construction Deposit Refund, 1215 La	06/14/2023	5,000.00
106868	Kennedy & Graven, Chartered	Leagal Services through 4/30, Boaters,	06/14/2023	175.00
106903	Welsh Construction Corp	Constuction Deposit Refund, 2501 Fai	06/14/2023	5,000.00
106919	Ehlers & Associates, Inc.	Dominium Professional Services throu	06/21/2023	1,106.25
106970	Commercial Partners Title, LLC	Construction Deposit Refund, 2730 Hc	06/28/2023	5,000.00
106990	Kennedy & Graven, Chartered	Boater's/Dominium Redevelopment TI	06/28/2023	990.45
107028	VCC, LLC	Construction Deposit Refund, 1620 Cc	06/28/2023	5,000.00
Total for Department: 00 General Function				30,219.92
Department: 02 Public Safety				
0	T Mobile-CC	Inspector Cell Phones	06/27/2023	280.90
0	US Bank-Non Bank	April 2023 Terminal Charges	06/14/2023	3,508.35
Total for Department: 02 Public Safety				3,789.25
Department: 10 Community Development				
0	Time Saver Off Site Secretarial, Inc.	Planning Commission Meeting 6/7	06/28/2023	279.75
107020	St. Paul Pioneer Press	May Advertising	06/28/2023	47.04
Total for Department: 10 Community Development				326.79
Total for Fund:260 Community Development				34,335.96

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 265 License Center				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	501.22
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	11,780.56
0	MN Dept of Revenue-Non Bank	April 2023 Sales Tax and Use	06/14/2023	2,399.10
Total for Department: 00 General Function				14,680.88
Department: 01 General Government				
0	Amazon.com- CC	Adhesive Cable Clips	06/27/2023	179.21
0	Electro Watchman, Inc.	Alarm System Lease through 6/30/24	06/28/2023	720.00
0	Fikes, Inc.	Restroom Supplies	06/14/2023	169.29
0	Full Slate-CC	Renewal Unlimited Appts for 5 staff n	06/27/2023	49.95
0	Innovative Office Solutions	Office Supplies	06/28/2023	61.47
0	McGough Property Management, LLC	Facility Management	06/21/2023	167.08
0	McGough Property Management, LLC	Management Fee	06/28/2023	526.23
0	Minn Cor Industries-CC	Operating Supplies	06/27/2023	140.00
0	USPS-CC	Postage	06/27/2023	948.65
0	Xcel Energy	June Xcel Billings	06/21/2023	697.21
106927	Hunt Electric Corp	Remove outlet and wiring in wall at Lt	06/21/2023	274.50
106935	Linn Building Maintenance	June Cleaning	06/21/2023	880.00
106968	CenturyLink	Accout No: 651 766-4609 291	06/28/2023	97.82
107017	SOS Office Furniture	Design-Spec-Travel Fee	06/28/2023	165.00
Total for Department: 01 General Government				5,076.41
Total for Fund:265 License Center				19,757.29

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 270 Charitable Gambling				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	3.76
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	60.26
Total for Department: 00 General Function				64.02
Total for Fund:270 Charitable Gambling				64.02

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 282				
Department: 01				
0	CDWG- CC	Video Conferencing Device	06/27/2023	901.55
Total for Department: 01				901.55
Total for Fund:282				901.55

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 290 Police Forfeiture Fund				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	3.98
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	85.60
Total for Department: 00 General Function				89.58
Total for Fund:290 Police Forfeiture Fund				89.58

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 400 Police Vehicle Revolving				
Department: 02 Public Safety				
0	Brownells- CC	Armory Cleaning Supplies	06/27/2023	119.17
0	Crye Precision-CC	SWAT Purchases	06/27/2023	1,069.92
0	License Center-Non Bank	Registration & Title for PD 2023 Chev	06/14/2023	2,570.76
0	North Georgia Communications - CC	Shoulder Mics	06/27/2023	536.00
0	Warners Stellan-CC	PD Refrigerators	06/27/2023	3,509.96
106932	Lakes Area Powersports, Inc	Ranger Crew 1000 Premium	06/21/2023	21,632.81
106975	Dodge of Burnsville, Inc.	2023 Dodge Durango VIN# 1C4SDJF	06/28/2023	41,368.00
Total for Department: 02 Public Safety				70,806.62
Total for Fund:400 Police Vehicle Revolving				70,806.62

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 401 Fire Vehicles Revolving				
Department: 02 Public Safety				
0	Apple-CC	Magic Keyboard	06/27/2023	129.00
0	Carparts.com-CC	Headlight Replacement	06/27/2023	416.53
0	X Training Equipment-CC	Gym Equipment	06/27/2023	169.00
Total for Department: 02 Public Safety				714.53
Total for Fund:401 Fire Vehicles Revolving				714.53

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 403 Public Works Vehicle Revolving				
Department: 03 Public Works				
0	Amazon.com- CC	Office Chairs	06/27/2023	1,897.32
106948	SOS Office Furniture	3 used Task Chairs - Pub Works/Eng	06/21/2023	1,175.75
Total for Department: 03 Public Works				3,073.07
Total for Fund:403 Public Works Vehicle Revolving				3,073.07

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 405 Admin Equipment Revolving				
Department: 01				
106889	Ramsey County	2023 JPA Voting System Payment	06/14/2023	14,202.00
Total for Department: 01				14,202.00
Total for Fund:405 Admin Equipment Revolving				14,202.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 409 Central Svcs Equip Revolving				
Department: 01 General Government				
106971	Definitive Technology Solutions, Inc.	Waste Toner	06/28/2023	107.00
106983	Great American Financial Services	Copier Rental	06/28/2023	332.00
Total for Department: 01 General Government				439.00
Total for Fund:409 Central Svcs Equip Revolving				439.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 410 Building Improvements				
Department: 01 General Government				
0	Intereum, Inc.	Office Hallway Chairs	06/14/2023	2,863.94
106958	The Vollrath Company, LLC	Counter w/Sink, Mobile Work Table	06/21/2023	4,458.86
Total for Department: 01 General Government				7,322.80
Total for Fund:410 Building Improvements				7,322.80

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 411 Recreation Improvements				
Department: 04 Recreation				
0	Stantec Consulting Services Inc.	Compost Facility/Central Park Buckth	06/28/2023	789.78
0	Tessman Company	GRA JS Athletic Pro 2	06/28/2023	975.00
106954	Tree Trust	Tree Removals, Plantings, Treatments	06/21/2023	59,308.55
106978	Flagship Recreation	Bench, Plaque	06/28/2023	2,286.00
107030	Wilson's Nursery, Inc.	Trees	06/28/2023	1,248.00
Total for Department: 04 Recreation				64,607.33
Total for Fund:411 Recreation Improvements				64,607.33

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 415 Roseville-John Rose Oval Proje				
Department: 04 Recreation				
0	Uline	Oval Pallets	06/21/2023	9,822.56
Total for Department: 04 Recreation				9,822.56
Total for Fund:415 Roseville-John Rose Oval Proje				9,822.56

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 417 Streetscape				
Department: 03 Public Works				
106883	Oldcastle APG, Inc.	Hardwood Double Shredded	06/14/2023	2,138.50
106946	SiteOne Landscape Supply, LLC	Pressure Sprayer, Liquid Herbicide, D	06/21/2023	417.04
Total for Department: 03 Public Works				2,555.54
Total for Fund:417 Streetscape				2,555.54

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 420 Tree Preservation Fund				
Department: 04 Recreation				
106954	Tree Trust	Tree Removals, Plantings, Treatments	06/21/2023	18,720.00
Total for Department: 04 Recreation				18,720.00
Total for Fund:420 Tree Preservation Fund				18,720.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 534 GO Bonds Series 2020A				
Department: 12 Debt Service				
106911	Bond Trust Services Corp.	Ref: 81796-PA	06/21/2023	309.00
Total for Department: 12 Debt Service				309.00
Total for Fund:534 GO Bonds Series 2020A				309.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 581 TIF #23 Brittany Marion				
Department: 10 Community Development				
106919	Ehlers & Associates, Inc.	HSS TIF Review - Professional Servic	06/21/2023	429.04
Total for Department: 10 Community Development				429.04
Total for Fund:581 TIF #23 Brittany Marion				429.04

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 583 TIF #21 CPC Redevelopment				
Department: 10 Community Development				
106919	Ehlers & Associates, Inc.	HSS TIF Review - Professional Servic	06/21/2023	429.04
Total for Department: 10 Community Development				429.04
Total for Fund:583 TIF #21 CPC Redevelopment				429.04

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 585 TIF District #17-Twin Lakes				
Department: 10 Community Development				
106919	Ehlers & Associates, Inc.	General TIF Consulting - Professional	06/21/2023	696.44
Total for Department: 10 Community Development				696.44
Total for Fund:585 TIF District #17-Twin Lakes				696.44

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 586 TIF #18 Sienna Green				
Department: 10 Community Development				
106919	Ehlers & Associates, Inc.	HSS TIF Review - Professional Servic	06/21/2023	208.22
Total for Department: 10 Community Development				208.22
Total for Fund:586 TIF #18 Sienna Green				208.22

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 588 TIF District #20: McGough				
Department: 10				
106919	Ehlers & Associates, Inc.	HSS TIF Review - Professional Servic	06/21/2023	208.22
Total for Department: 10				208.22
Total for Fund:588 TIF District #20: McGough				208.22

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 589 TIF District #22 Twin Lakes II				
Department: 10				
106919	Ehlers & Associates, Inc.	HSS TIF Review - Professional Servic	06/21/2023	3,012.79
Total for Department: 10				3,012.79
Total for Fund:589 TIF District #22 Twin Lakes II				3,012.79

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 592 Street Construction - 2022				
Department: 03 Public Works				
106953	TKDA Associates	Professional Services 4/30 - 5/27/23	06/21/2023	1,033.43
Total for Department: 03 Public Works				1,033.43
Total for Fund:592 Street Construction - 2022				1,033.43

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 600 Sanitary Sewer				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	165.69
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	1,802.02
106887	Presbyterian Homes	Refund 6 SAC Charges	06/14/2023	14,760.90
Total for Department: 00 General Function				16,728.61
Department: 05 Sanitary Sewer				
0	Amazon.com- CC	Power Inverter, Adapter Plug	06/27/2023	114.98
0	Bluefin Payment Systems-Non Bank	April 2023 UB Payments.com Charge	06/14/2023	10,823.48
0	Corporate Connection, Inc.	Clothing - J. Hill	06/21/2023	129.27
0	General Industrial Supply Co.	Marking Paint	06/14/2023	522.39
0	Hydro Klean	Sanitary Swewer Lining Project	06/21/2023	123,495.24
0	InfoSend, Inc.	May Billings	06/28/2023	478.64
0	Josh Immerman	Work Boots	06/14/2023	109.99
0	Metropolitan Council	Waste Water Services	06/21/2023	255,964.10
0	MN Pollution Control-CC	Training Certification	06/27/2023	45.97
0	Northern Tool & Equip- CC	10 Gal Spot Sprayer	06/27/2023	139.58
0	Xcel Energy	June Xcel Billings	06/21/2023	1,273.84
106859	Kimberly Harley	City Sewer Main Back-up	06/14/2023	1,330.00
106876	McDonough's Sewer Service, Inc.	Vacuum Lift Station	06/14/2023	2,677.75
106906	2277 Roseville West, LLC	PW Storage Lease Payment for July 20	06/21/2023	1,671.77
107016	Lisa Soltermann	Sewer Backup Reimbursement	06/28/2023	1,338.00
Total for Department: 05 Sanitary Sewer				400,115.00
Total for Fund:600 Sanitary Sewer				416,843.61

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 610 Water Fund				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	269.87
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	4,020.96
106846	GERALD BUHAUG	Refund Check 005078-000, 809 LOV	06/14/2023	55.60
106855	DONNA FORCIA	Refund Check 005871-000, 2970 MII	06/14/2023	70.49
106860	Brenda Himrich	Hydrant Meter Rental Refund	06/14/2023	2,000.00
106864	IMPRESSIVE PRINT	Refund Check 018437-000, 1995 OAI	06/14/2023	124.83
106869	CHERYL KOESTER	Refund Check 000586-000, 664 BELI	06/14/2023	61.84
106870	TIM & PAM KURTZ	Refund Check 006956-000, 901 PARI	06/14/2023	81.96
106871	L A FITNESS	Refund Check 012500-000, 2420 CLI	06/14/2023	175.45
106873	JOSEPH & MICHELLE LIND	Refund Check 004410-000, 2852 HUI	06/14/2023	85.71
106878	MS RELOCATION SERVICES	Refund Check 025860-000, 345 CAP	06/14/2023	175.51
106880	DARYL NELSON	Refund Check 023354-000, 984 BUR	06/14/2023	151.48
106886	KENNETH PETERSON	Refund Check 000710-000, 1211 BRO	06/14/2023	59.00
106892	GERALD SAGSTETTER	Refund Check 000492-000, 1205 AU	06/14/2023	75.60
106894	MARK SORENSON	Refund Check 006647-000, 2987 W O	06/14/2023	3.45
106901	PETER WALSH	Refund Check 020089-000, 3213 OLI	06/14/2023	202.32
106964	KATHERINE BENSEN	Refund Check 015093-000, 1139 BRO	06/28/2023	72.02
106967	MONICA CARLSON	Refund Check 000301-000, 2430 AR	06/28/2023	19.19
106981	JUDITH GODFREY	Refund Check 004141-000, 539 HEIN	06/28/2023	134.41
106982	MARY GOLD	Refund Check 019257-000, 1372 SE	06/28/2023	202.19
106984	JUNE HAWKINSON	Refund Check 001792-000, 401 CO B	06/28/2023	63.15
106986	TRI DZU & HUONG MAI	Refund Check 012625-000, 263 CAP	06/28/2023	66.20
106988	ANDREW JOYNER	Refund Check 022040-000, 566 TRA	06/28/2023	148.64
106991	GORDON KIRCHHAMER	Refund Check 003619-000, 2692 GA	06/28/2023	59.36
106993	JOSH LEMKE	Refund Check 024241-000, 1254 RO	06/28/2023	23.20
106995	Matt Bullock Contracting, Inc	Hydrant Meter Refund	06/28/2023	5,999.62
107000	ALEXANDER MONTESINO	Refund Check 020908-000, 2841 FAF	06/28/2023	180.39
107005	OVATION HOMES LLC	Refund Check 025596-000, 241 MCC	06/28/2023	2.35
107006	WILLARD PHILIPSON	Refund Check 001095-000, 3020 CH	06/28/2023	35.39
107007	BENJAMIN & REGINA POUPARD	Refund Check 017684-000, 2164 NO	06/28/2023	176.91
107023	SUPREME BRIGHT MINNESOTA V	Refund Check 025797-000, 3045 CE	06/28/2023	189.21
107027	NICK VALENTINI	Refund Check 024777-000, 187 WOC	06/28/2023	181.95
Total for Department: 00 General Function				15,168.25
Department: 06 Water Fund				
0	Able Hose & Rubber Inc	Operating Supplies	06/21/2023	172.88
0	Adam's Pest Control Inc	Prevention Rodents	06/14/2023	129.92
0	City of Roseville- Non Bank	April 2023 City Water Bills Due May	06/14/2023	2,389.41
0	Corporate Connection, Inc.	Clothing - M. Ross	06/21/2023	69.23
0	Cub Foods- CC	Pop for training lunch	06/27/2023	9.63
0	Fastenal Company Inc.	Operating Supplies	06/28/2023	805.15
0	Ferguson Waterworks #2518	R900 MIU Ugrade Fee	06/21/2023	3,581.40
0	General Industrial Supply Co.	Rags, Gloves	06/21/2023	139.94
0	InfoSend, Inc.	May Billings	06/28/2023	478.63
0	Jets Pizza-CC	Pizza	06/27/2023	98.74
0	License Center-Non Bank	Registration for 2022 Felling Trailer &	06/14/2023	2,245.34
0	Michael Ross	Work Pants Reimbursement	06/28/2023	134.97
0	Micro Center-CC	Tower & AH Tower	06/27/2023	193.53
0	SHI International Corp	Pub Works New Tablet - Microsoft Of	06/28/2023	300.10
0	T. A. Schifsky & Sons, Inc.	Yard Purchases 6/4 - 6/10/23	06/28/2023	901.50
0	Xcel Energy	June Xcel Billings	06/21/2023	7,313.70
106839	Advanced Engineering & Environment	Water Utility Financial Services Jan 20	06/14/2023	4,402.75
106857	Gary Carlson Equipment, Corp.	Rental - Trailer Pump	06/14/2023	590.79
106875	Martin Marietta Materials Inc	Hydrant Move, New Wall	06/14/2023	13,350.90
106888	Q3 Contracting, Inc.	Road Signs	06/14/2023	4,860.73
106899	Twin City Water Clinic, Inc.	May Distribution Samples	06/14/2023	680.00
106906	2277 Roseville West, LLC	PW Storage Lease Payment for July 20	06/21/2023	1,671.77
106908	Advanced Engineering & Environment	I&C System Services 4/29 - 6/2/23	06/21/2023	3,939.50
106911	Bond Trust Services Corp.	Ref: 81796-PA	06/21/2023	166.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
106920	Ferguson Enterprises Inc #1657	Operating Supplies	06/21/2023	676.70
106921	Fra-Dor Inc.	Concrete, Sand, River Rock	06/21/2023	3,540.14
106940	Q3 Contracting, Inc.	Road Signs	06/21/2023	345.60
106951	St. Paul Regional Water Services	May 2023 Water, Acct 0709535	06/21/2023	611,074.92
106956	Twin City Water Clinic, Inc.	Coliform Bacteria, Tower at 2501 Fair	06/21/2023	200.00
106985	Holcim-MWR, Inc.	Select Granular	06/28/2023	12,260.50
106995	Matt Bullock Contracting, Inc	Hydrant Meter Refund	06/28/2023	-5.11
107002	Northland Paving, LLC	Completion of the wear course of wate	06/28/2023	4,200.00
107029	Water Conservation Service, Inc.	Leak Locates	06/28/2023	1,043.06
Total for Department: 06 Water Fund				681,962.32
Total for Fund:610 Water Fund				697,130.57

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 620 Golf Course				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	210.37
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	1,090.50
0	MN Dept of Revenue-Non Bank	April 2023 Sales Tax and Use	06/14/2023	514.16
0	Xcel Energy	June Xcel Billings	06/28/2023	-93.93
Total for Department: 00 General Function				1,721.10
Department: 07 Golf Course				
0	A-1 Vacuum Cleaner Co.-CC	Vacuum Parts	06/27/2023	107.35
0	Cub Foods- CC	Soda for Sale	06/27/2023	39.09
0	Davis Lock & Safe-CC	Materials	06/27/2023	81.56
0	Electro Watchman, Inc.	Clubhouse Fire Alarm Monitoring thr	06/28/2023	1,665.97
0	Fikes, Inc.	Restroom Supplies	06/21/2023	467.55
0	Hornungs Pro Golf Sales, Inc.	Merchandise for Sale	06/21/2023	919.19
0	Menards-CC	Sharpies	06/27/2023	13.94
0	MIDC Enterprises- CC	Purple, primer quart	06/27/2023	84.36
0	MTI Distributing, Inc.	Ball Joint Receiver ASM, Coupling-Q	06/21/2023	793.35
0	Nitti Sanitation-CC	Trash Services	06/27/2023	457.76
0	Restaurant Depot- CC	Concessions for Sale	06/27/2023	875.19
0	Suburban Ace Hardware-CC	O-Rings	06/27/2023	2.66
0	Target- CC	Operating Supplies	06/27/2023	5.37
0	Uline	Shelving, Cart, White Board	06/21/2023	613.99
0	US Bank-Non Bank	April 2023 Terminal Charges	06/14/2023	82.95
0	Xcel Energy	June Xcel Billings	06/28/2023	1,460.19
106866	Anne Johnson	Medical Refund for 13 Green Fees	06/14/2023	198.43
106912	Callaway Golf Company	Merchandise for Sale	06/21/2023	4,288.34
106913	Capitol Beverage Sales, LP	Beverages for Sale	06/21/2023	1,229.52
106917	DLL Finance LLC	Contract #101-0541231-000	06/21/2023	1,891.15
106936	MIDC Enterprises	Battery Operated Controller, Valve, Ac	06/21/2023	441.92
106949	Srixon/Cleveland Golf/XXIO	Merchandise for Sale	06/21/2023	1,112.46
106950	St. Paul Pioneer Press	Account #421977, Ad Reference 0071	06/21/2023	100.00
106952	Tio's Food and Beverage	Concessions Sold June 5 - June 18	06/21/2023	2,178.45
106959	Water Utilities Services, Inc	Conversion ASSY 730, 750, 674 Conv	06/21/2023	780.00
106965	Capitol Beverage Sales, LP	Beverages for Sale	06/28/2023	420.30
107019	St. Odilia	Banquet Room Rental - Security Depo	06/28/2023	200.00
107024	Tio's Food and Beverage	9 & Dine Food Reimbursement - 93 M	06/28/2023	749.29
Total for Department: 07 Golf Course				21,260.33
Total for Fund:620 Golf Course				22,981.43

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 640 Storm Drainage				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	178.68
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	2,942.23
Total for Department: 00 General Function				3,120.91
Department: 08 Storm Water				
0	Corporate Connection, Inc.	Clothing - N. Picha	06/21/2023	1,047.23
0	InfoSend, Inc.	May Billings	06/28/2023	478.63
0	New Look Contracting, Inc.	Pay Request 3, Contract #22-16	06/28/2023	16,261.71
0	Sandstrom Land Management, LLC	Mowing Lot on Cty Rd B2	06/14/2023	260.00
0	Time Saver Off Site Secretarial, Inc.	May Meetings	06/28/2023	159.00
0	WSB & Associates, Inc.	Pond Maintenance Services for April 2	06/14/2023	676.50
0	Xcel Energy	June Xcel Billings	06/28/2023	874.75
106849	Curtis A Finch	2 Dates of Service May 2023	06/14/2023	258.00
106851	Davey Resource Group, Inc.	Brenner Basin 2023 Maintenance	06/14/2023	10,500.00
106904	White Cap, LP	Euclid Tammspatch II Gray	06/14/2023	52.52
106905	WM Corporate Services, Inc.	Services 5/1-5/15/23	06/14/2023	5,753.86
106906	2277 Roseville West, LLC	PW Storage Lease Payment for July 20	06/21/2023	1,671.77
106941	Railroad Management Co. III, LLC	License Fees 9/8/23 to 9/7/24	06/21/2023	344.67
106942	Ramsey County	1/3 Share of Costs Operating Larpente	06/21/2023	1,459.50
Total for Department: 08 Storm Water				39,798.14
Total for Fund:640 Storm Drainage				42,919.05

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 650 Solid Waste Recycle				
Department: 00 General Function				
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	23.03
Total for Department: 00 General Function				23.03
Department: 09 Recycle				
0	Vista Print-CC	Custom Yard Signs	06/27/2023	28.41
106882	Northstar Maintenance Management In	7oz Cold Cups	06/14/2023	330.52
Total for Department: 09 Recycle				358.93
Total for Fund:650 Solid Waste Recycle				381.96

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 700 Workers Compensation				
Department: 00 General Function				
0	SFM-Non Bank	Invoice 22381 - PD Claims	06/14/2023	20,808.45
Total for Department: 00 General Function				20,808.45
Total for Fund:700 Workers Compensation				20,808.45

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 710 Risk Management				
Department: 00 General Function				
106872	League of MN Cities Ins Trust P&C	Claim # LMC GL 000000281507	06/14/2023	1,565.00
106934	League of MN Cities Ins Trust P&C	Property/Casualty Coverage Premium	06/21/2023	63,357.00
106938	OECS - 170064	Safety Services for Upcoming Month	06/21/2023	525.00
107022	Stericycle, Inc.	Steri-Safe Economy Monthly	06/28/2023	295.14
Total for Department: 00 General Function				65,742.14
Total for Fund:710 Risk Management				65,742.14

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 723 HRA Operating Fund				
Department: 00 General Function				
0	Time Saver Off Site Secretarial, Inc.	May Meetings	06/28/2023	90.50
Total for Department: 00 General Function				90.50
Total for Fund:723 HRA Operating Fund				90.50

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 725 EDA Operating Fund				
Department: 00				
0	Center for Energy and Environment	Home Energy Squad Planner Visits/At	06/28/2023	1,550.00
0	LINA	Bill Referece 15688_060123, Acct ID:	06/28/2023	54.77
0	Minnesota Healthcare Consortium - No	Health Insurance Premium for May	06/14/2023	1,242.99
106868	Kennedy & Graven, Chartered	General, Legal Services through 4/30/.	06/14/2023	797.00
106990	Kennedy & Graven, Chartered	General, Services and Disbursements	06/28/2023	1,561.00
Total for Department: 00				5,205.76
Total for Fund:725 EDA Operating Fund				5,205.76

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 10.b

Department Approval

Michelle Litrick

City Manager Approval

Alvina D.

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)

General Purchases or Contracts

Division	Vendor	Description	Key	Budget Amount	P.O. Amount	Budget / CIP
Public Works (Storm Drainage)	Meyer Contracting, Inc.	Willow Pond Outlet Maintenance	(a)	\$ 450,000	\$ 59,743	2023 CIP
Public Works (Streets)	Compass Minerals	Road Salt per MN State Bid Contract	(b)	\$ 223,159	\$ 114,264	2023 Budget
Public Works (Streets)	North Country GM	2024 GMC Sierra 2500 4x4 Regular Cab	(c)	\$ 56,000	\$ 45,027	2024 CIP
Public Works (Streets)	North Country GM	2023 Chevrolet 5500 Cab & Chassis 2WD	(d)	\$ 82,900	\$ 55,250	2024 CIP
Public Works (Streets)	Towmaster Truck Equipment	Dump Body/Hydraulics	(e)		\$ 29,549	2024 CIP

Key

- (a) Willow Pond has a large outlet structure that controls the elevation of the pond. This outlet was constructed in 1965 and needs periodic maintenance to maintain the functionality of the structure. This year the iron that holds up the catwalk, and other iron that holds up stop logs needs to be replaced and repainted. Overall the concrete portion of the outlet is in good condition and will only need minor skim coating to patch a few issue areas.
- (b) Annual salt purchase from Minnesota State Bid S-763(5) 2023. Salt contract prices were received reflecting a 16% increase from 2022.
- (c) This truck would replace our current 2012 pickup with lift gate, which is due for replacement. Because of ongoing supply chain issues, build slots have been released for 4th quarter 2023 and projected delivery dates in either 1st or 2nd quarter of 2024. Part of the expense would be offset by selling the current 2012 truck once the new setup is complete.
- (d) The 2023 Chevrolet 5500 Cab & Chassis would replace the current 2012 medium duty dump truck, which is scheduled for replacement in 2024. This purchase would be part of the Minnesota State Contract #195787.
- (d) Because of ongoing supply chain issues, we would secure the a build slot for this truck in 2023, and a projected delivery date of 1st quarter of 2024. A portion of this expense would be offset with the sale of the current 2012 medium duty dump truck to cover any overage of budgeted expense.
- (e) Towmaster would be hired to assemble the dump body, hydraulics, and lights to the 2023 Chevrolet 5500 cab and chassis which the provided explanation is above in "(d)". This is part of the Minnesota State Contract #224094.

**City of Roseville
Public Works Department**

Memo

To: Michelle Pietrick, Finance Director
From: Ryan Johnson, Environmental Manager
CC: Jesse Freihammer, Public Works Director
Date: 7/5/2023
Re: Willow Pond Outlet Maintenance

Staff is requesting authorization to approve a contract with Meyer Contracting, Inc. for maintenance of the Willow Pond Outlet.

Willow Pond has a large outlet structure that controls the elevation of the pond. This outlet was constructed in 1965 and needs periodic maintenance to maintain the functionality of the structure. This year the iron that holds up a catwalk, and other iron that holds up stop logs needs to be replaced and repainted. Overall the concrete portion of the outlet is in good condition and will only need minor skim coating to patch a few issue areas.

Staff requested a quote from five vendors for our Willow Pond Outlet Maintenance and two quotes were submitted:

Contractor	Quote Total
Meyer Contracting, Inc.	\$59,743.40
Bituminous Roadways	\$88,540.00

Even though there were only two quotes for service, staff feels the cost is appropriate based on other projects with similar scopes.

Staff recommends that the Council approve the quote of \$59,743.40 for the Willow Pond Outlet Maintenance to be paid from contract services in the Storm Water Fund.



Public Works Department

Memo

To: Michelle Pietrick, Finance Director
cc: Jesse Freihammer, Public Works Director
From: Steve Zweber, Street Superintendent
Date: 6/29/2023
Re: Salt Purchase

Annual Salt Purchase Minnesota State Bid S-763(5) 2023

2023-2024 Salt Contract prices were received reflecting a 16% increase from 2022.

The 2023 Street Maintenance Operating Supply budget was \$122,400 for winter maintenance material.

Street Maintenance is requesting approval for Compass Minerals 1200ton @ \$95.22 per ton = \$114,264.00



Memo

To: Jesse Freihammer, Public Works Director

From: Steve Zweber

Date: 6/20/23

Re: Pickup w/lift gate

Our current 2012 Pickup with lift gate is due for replacement.

Supply chain issues and order banks are still affecting this small truck market.

Build slot dates have been released for 4th quarter 2023 and projected delivery dates 1st or 2nd quarter 2024.

\$56,000 is the proposed budgeted in the Public Works/Street 2024 Capital Improvement Plan.

Request approval to purchase 2024 pickup from North Country GM MN State Contract # 199799 for \$45,027.40

Lift gate, toolbox, back rack to follow for \$8,000. Existing truck will be sold once new setup is complete.



Public Works Department

Memo

To: Jesse Freihammer, Public Works Director

From: Steve Zweber

Date: 6/20/23

Re: Medium Duty Truck

Our current 2012 Medium Duty dump body truck is scheduled for replacement in 2024.

Supply chain issues and order banks are still affecting this medium duty truck market.

We have secured a build slot for this truck in 2023. Projected delivery date is late 4th quarter 2023 or early 1st quarter 2024.

2024 Public Works/Streets Capital Improvement Budget has a proposed budgeted \$82,900 for replacement and reinstallation.

Replacement cab and chassis will be a Chevrolet K5500. Dump box/hydraulics would be installed after delivery.

Request approval to purchase a Chevrolet K5500 from North Country GM MN State Contract #195787 for \$55,250

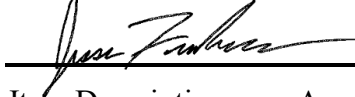
Dump body/hydraulics from Towmaster Truck Equipment MN State Contract # 224094 for \$29,549.00

Sale of existing truck to follow this purchase.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 10.c

Department Approval



City Manager Approval



Item Description: Approve Resolution Awarding Contract for 2023 Drainage Improvement Project

BACKGROUND

The 2023 Drainage Improvement Project consists of storm sewer improvements, grading, and restoration at four different locations around the city. The project bid with two alternates to include two options of installing an updated storm sewer adjacent to Little Lake Johanna. See Attachment B for the 2023 Drainage Improvement Project location map.

The drainage improvement project provides maintenance and infrastructure updates to the city's storm sewer system to relieve drainage and flooding concerns and add water quality components to help protect our water resources. Based on past practice, the City Council has awarded the contract to the lowest responsible bidder. Four qualified bids were received for the project. Upon review of the bids received, Bituminous Roadways, Inc., is the lowest responsible bidder. The table below summarizes bids received:

Contractor	Base Bid	Alternate 1	Alternate 2	Base + Alt 1
Bituminous Roadways, Inc	\$392,254.00	\$94,054.50	\$196,507.00	\$486,308.50
New Look Contracting, Inc	\$580,449.00	\$180,551.00	\$257,871.00	\$761,000.00
Meyer Contracting Inc	\$670,236.29	\$174,738.27	\$211,312.52	\$844,974.56
Forest Lake Contracting	\$624,595.00	\$800,000.00	\$750,000.00	\$1,424,595.00
Engineers Estimate	\$350,745.00	\$94,054.50	\$196,507.00	\$444,799.50

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 received four bids for this project. The low base bid was submitted by Bituminous Roadways, Inc., in the amount of \$392,254.00. The alternate bid 1 from Bituminous Roadways, Inc., was \$94,054.50. The overall base plus alternate 1 low bid of \$486,308.50 was 9% higher than the estimate of \$444,799.50. Staff recommends awarding the base bid plus alternate 1. If approved, staff will work with Bituminous Roadways, Inc., to identify items that can be removed, or how the scope can be modified, to reduce the bid cost to align more with the engineers estimate.

This project is proposed to be paid out of the Storm Sewer Utility Fund.

This project is proposed to be completed by November 30, 2023.

24 **RACIAL EQUITY IMPACT SUMMARY**

25 The overall project should benefit the City as a whole with no negative impacts to historically
26 disadvantaged communities. All projects include improvements to reducing flooding issues,
27 improve drainage, and water quality of water resources.

28 **STAFF RECOMMENDATION**

29 Staff recommends approval of a resolution awarding the contract for the 2023 Drainage Improvement
30 Project in the amount of \$486,308.50 to Bituminous Roadways, Inc.

31 **REQUESTED COUNCIL ACTION**

32 Approve the resolution awarding the contract for the 2023 Drainage Improvement Project in the
33 amount of \$486,308.50 to Bituminous Roadways, Inc.

34 Prepared by: Ryan Johnson, Environmental Manager
Attachments: A: Resolution
B: Map of 2023 Drainage Improvement Project Locations

**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 10th day of July 2023, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION AWARDING CONTRACT
FOR 2023 DRAINAGE IMPROVMENT PROJECT**

WHEREAS, pursuant to advertisement for bids for the improvement, according to the plans and specifications thereof on file in the office of the Manager of said City, said bids were received on Thursday June 26, 2023, at 11:00a.m., opened and tabulated according to law and the following bids were received complying with the advertisement:

Contractor	Base Bid	Alternate 1	Alternate 2	Base + Alt 1
Bituminous Roadways, Inc.	\$392,254.00	\$94,054.50	\$196,507.00	\$486,308.50
New Look Contracting, Inc.	\$580,449.00	\$180,551.00	\$257,871.00	\$761,000.00
Meyer Contracting Inc.	\$670,236.29	\$174,738.27	\$211,312.52	\$844,974.56
Forest Lake Contracting	\$624,595.00	\$800,000.00	\$750,000.00	\$1,424,595.00
Engineers Estimate	\$350,745.00	\$94,054.50	\$196,507.00	\$444,799.50

WHEREAS, it appears that Bituminous Roadways, Inc., is the lowest responsible bidder for the Base Bid plus Alternate 1 Bid at the tabulated price of \$486,308.50.

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

1. The Mayor and City Manager are hereby authorized and directed to enter into a contract with Bituminous Roadways, Inc. for \$486,308.50 in the name of the City of Roseville for the above improvements according to the plans and specifications thereof heretofore approved by the City Council and on file in the office of the City Manager.
2. The City Manager is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except the deposits of the successful bidder and the next lowest bidder shall be retained until contracts have been signed.

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

27 WHEREUPON said resolution was declared duly passed and adopted.

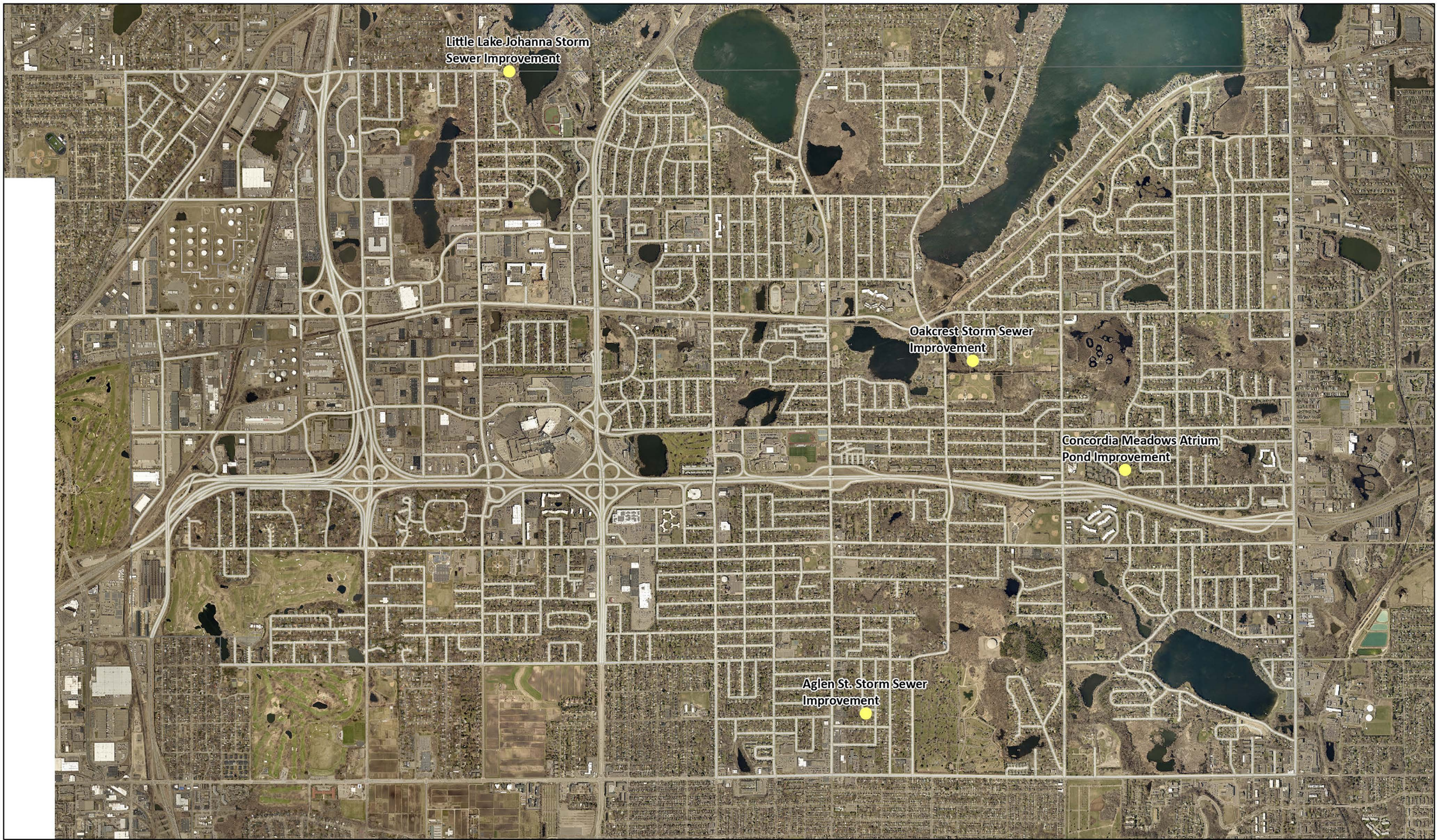
STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

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 10th day of July, 2023, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 10th day of July, 2023.

Patrick Trudgeon, City Manager

(SEAL)



Prepared by: Engineering Department
6/29/2023

2023 Drainage Improvement Project Locations

Data Sources
* Ramsey County GIS (6/7/2022)
* City of Roseville Community Development
* City of Roseville Finance Department

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-782-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subp. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



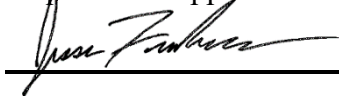
2023 Drainage Improvement Project



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 10.d

Department Approval



City Manager Approval



Item Description: Consider Resolution Requesting Conveyance of a Tax Forfeit Parcel,
Farrington Estates Outlot A, from Ramsey County

BACKGROUND

Ramsey County tax parcel 122923430068 (Farrington Estates Outlot A) is located on the north side of County Road B, east of Farrington Street (Attachment D). The parcel is currently owned by the State of MN Trust Exempt as a tax forfeiture. Outlot A was platted in 2016 under a Drainage and Utility Easement due to the regional stormwater treatment this lot area provides for City and Minnesota Department of Transportation right-of-way (ROW). The City was working with the developer since the start of the project to ensure there was enough capacity to treat stormwater runoff from the new development and the public ROW that drains to the outlot. The City's intention was to take over ownership of the lot to manage and maintain the stormwater functionality long term. Outlot A was supposed to be conveyed to the City by the developer when the development received its final approvals, but the outlot went into tax forfeiture instead.

Ramsey County needs the following information to start the conveyance process of Outlot A of Farrington Estates to the City:

- Documentation showing the developer was supposed to convey the parcel to the city and failed to do so prior to forfeiture.
- City resolution requesting the conveyance as allowed for in M.S. 282.01, subd. 1a(f).
- Check to Ramsey County Treasurer for the amount reflected on the attached cost sheet (\$77.70).

As documentation, the City approved a Public Improvement Contract (PIC) with the developer on February 8, 2016. Within the PIC, Section J states "Upon completion and City acceptance of the Public Improvements, all Public Improvements lying within public rights-of-way and easements shall become City property without further notice or action, except as follows: none." (Attachment B). The City Council RCA also notes that the stormwater wetland would be maintained by the City upon final acceptance (Attachment C).

The City plans to keep Outlot A in its current form as a stormwater wetland to provide stormwater rate control and provide water quality treatment to the Villa Park Wetland and McCarrons Lake.

Attached is a resolution that outlines the planned use for the parcel (Attachment A).

28 **POLICY OBJECTIVE**

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

31 **BUDGET IMPLICATIONS**

32 There is the initial cost of \$77.70 to be paid to Ramsey County Treasurer for paperwork associated
33 with the parcel.

34 There will be annual costs associated with maintenance of the stormwater wetland, pipes and
35 structures. Maintenance costs will be rolled into the existing pond maintenance program and paid
36 for out of the Stormwater Utility Fee.

37 **RACIAL EQUITY IMPACT SUMMARY**

38 There should be no equity impacts associated with the conveyance of this parcel to the City. The
39 parcel as a whole benefited all residents and property owners in the area by providing improved
40 stormwater management, including flood storage and water quality treatment.

41 **STAFF RECOMMENDATION**

42 The work completed was in accordance with project plans and specifications. Staff recommends the
43 City Council approve a resolution requesting the conveyance of Farrington Estates Outlot A to the
44 City from Ramsey County.

45 **REQUESTED COUNCIL ACTION**

46 Motion to adopt the resolution requesting the conveyance of Farrington Estates Outlot A to the City
47 from Ramsey County.

Prepared by: Ryan Johnson, Environmental Manager
Attachments: A: Resolution
B: Farrington Estates Public Improvement Contract (2016)
C: Farrington Estates Request for Council Action (2016)
D: Farrington Estates Development (2016)

**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 10th day of July, 2023, at 6:00 p.m.

The following members were present:

and the following were absent:.

Member ____ introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION REQUESTING THE CONVEYANCE OF FARRINGTON ESTATES
OUTLOT A, FROM RAMSEY COUNTY**

WHEREAS, the County of Ramsey manages and holds in trust certain tax-forfeited property described as Farrington Estates Outlot A, located within the municipal bounds of the City of Roseville; and

WHEREAS, the County of Ramsey classifies said property as a tax forfeiture; and

WHEREAS, the entire parcel is under a platted drainage and utility easement; and

WHEREAS, the entire parcel is currently used by the City of Roseville for stormwater management through the use of a stormwater wetland and various pipes and structures; and

WHEREAS, the City of Roseville intends to use the parcel for continued stormwater management.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Roseville Minnesota requests pursuant to Minnesota Statutes Section M.S. 282.01, subd. 1a(f) the conveyance of Farrington Estates Outlot A to the City.

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 10th day of July, 2023, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 10th day of July, 2023.

Patrick Trudgeon, City Manager

PUBLIC IMPROVEMENT CONTRACT
FARRINGTON ESTATES

I. **Parties.** This Agreement, dated _____, 2016, is entered into between the City of Roseville, a Minnesota municipal corporation, whose address is 2660 Civic Center Drive, Roseville, Minnesota 55113 (“the **City**”), and Farrington Estates LLC, a Minnesota limited liability company (the “Owner”) whose address is 18140 Zane Ave NW #314, Elk River, MN, and New Design Properties, LLC, a Minnesota limited liability company whose address is 9183 190th Ave NW, Elk River, MN 55330 (collectively the “**Developer**”).

II. **Request for Plat approval.** The Developer has asked the City to approve a plat of land to be known as “*Farrington Estates*” (also referred to in this Agreement as the “Plat”). The land is legally described as follows:

See Legal Description attached as Exhibit A hereto (the “Property”).

III. **Terms and Conditions of Plat Approval.** For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

A. **Plat Approval:** Subject to the terms and conditions of this Public Improvement Contract, the recitals above, and all other applicable City Code provisions, the City hereby approves the recording of the Plat.

B. **Land Use:** Low Density Residential.

C. **Public Improvements.** The Developer shall, subject to the terms and conditions contained herein, perform the following work and construct the following improvements (“Public Improvements”) in compliance with City approved Public Improvement Construction Plans described in Section III D below and all rules, regulations, standards and ordinances of the City:

1. Site Grading and Turf Restoration. The Developers shall grade the Property in accordance with the City approved Grading, Drainage and Erosion Control Plan. Site grading improvements shall include common excavation, subgrade correction, embankment and pond excavation. The Developer shall turf restoration on the Property which shall include seeding, mulching and erosion control.
 - a) The Developer shall submit to the City a site grading and drainage plan for the entire Plat acceptable to the City showing the grades and drainage for each lot prior to installation of the improvements.

- b) The Developer shall furnish the City Engineer satisfactory proof of payment for the site grading work and shall submit a certificate of survey (as- constructed survey) of the development to the City after site grading, with street and lot grades.
- c) All improvements to the lots and the final grading shall comply with the approved grading plan.
2. Storm sewer construction: The Developer shall construct all storm sewer improvements determined to be necessary by the City to serve the Property, including the construction of outlet control structures and flared end sections.
- a) Storm sewer facilities, including ponds and infiltration basins, shall be constructed in accordance with City details, specifications, and the City approved Public Improvement Construction Plans.
- b) Storm water basins shall be protected from silt during construction. If these areas do not function as designed, the Developer shall reconstruct them as directed by the City Engineer.
3. Restoration of existing streets: Curb cuts and street cuts shall be reconstructed to match existing street typical section.
- a) All unused curb openings along County Road B W and Farrington Street curb line shall be removed and replaced with non- surmountable curb to match existing. Curbs proposed to be replaced shall have a minimum of 3 feet of bituminous saw cut out to allow for proper compaction.
- b) Utility trenches shall be restored by the Developer per City standard plate.
4. Erosion control. Prior to the commencement of any grading and before any utility construction is commenced or building permits are issued, the erosion control plan must be implemented, inspected and approved by the City. The Developer shall meet all requirements of the City's Erosion Control Ordinance including but not limited to the following.
- a) No construction activity shall be allowed and no building permits shall be issued unless the Property is in full compliance with the erosion control requirements.
- b) Measures shall be installed in compliance with MPCA NPDES permit requirements.
- c) The City shall inspect the site periodically and determine whether it is necessary to take additional measures to address erosion.
- d) To remove dirt and debris from streets that has resulted from construction work by the Developer, its agents or assigns, the Developer shall sweep streets on a weekly basis or more frequently as directed by the City Engineer until the site is stabilized. The Developer must sweep roadways with a water-discharge broom apparatus. Kick-off brooms shall not be utilized for street sweeping.
- e) If the development on the Property does not comply with the erosion control plan or supplementary instructions received from the City, the City may, following giving the Developer 48-hour prior verbal notice (or immediately in the case of an emergency), take such action as it deems appropriate to control erosion, the cost of which action shall be paid by the Developer to the City upon demand.

1 **D. Development Plans.** The Property shall be developed in accordance with the following plans,
2 specifications and other documents (“Plans”). With the exception of the Plat, the Plans may be
3 prepared after the parties have entered into this Agreement, provided however, no work shall be
4 commenced on the Property until all of the Plans have been submitted to and approved by the City.
5 The Plans shall not be attached to this Agreement, but shall be retained in the City files while the
6 work to be done under this Agreement is being performed. If the Plans vary from the written terms
7 of this Agreement, the written terms shall control. The Plans (which are sometimes referred to
8 herein as the “Public Improvement Construction Plans”) are as follows:

- 9 a) Plat
- 10 b) Utility Plan
- 11 c) Grading, Drainage and Erosion Control Plan
- 12 d) Grading Notes and Details
- 13 e) Street, Sanitary Sewer and Watermain Details
- 14 f) Tree Preservation Plan
- 15 g) Other

16 **E. Notice to Proceed.** The improvements shall be installed in accordance with the City approved Plans
17 and the rules, regulations, standards and ordinances of the City. The plans and specifications shall
18 be prepared by a competent registered professional engineer, furnished to the City for review, and
19 shall be subject to the approval of the City Engineer. No work shall commence on the Property until
20 the City Engineer notifies the Developer that the work can commence.

- 21 1. The Developer shall obtain all necessary permits from the Minnesota Pollution Control
22 Agency (MPCA), and other agencies and governmental authorities before proceeding
23 with construction. Copies of these permits must be provided to the City Engineer.
- 24 2. The Developer or its engineer shall schedule a preconstruction meeting at a mutually
25 agreeable time at City Hall with all the parties concerned, including City staff, to review
26 the program for the construction work.
- 27 3. The Developer represents to the City that the Plat complies with all City, County,
28 Metropolitan, State and Federal laws and regulations including, but not limited to:
29 subdivision ordinances, zoning ordinances and environmental regulations. If the City
30 determines that the Plat does not comply, the City may, at its option, refuse to allow
31 construction or development work on the Property until the Developer does comply.
32 Upon the City’s demand, the Developer shall cease work until there is compliance.

33
34 **F. Time of Performance.** The Developer shall complete all required improvements enumerated in
35 Paragraph C by August 31, 2016. The Developer may, however, forward a request for an extension
36 of time to the City. If an extension is granted, it shall be conditioned upon updating the security
37 posted by the Developer to reflect cost increases and the extended completion date.

38 **G. Inspection.** The Developer shall provide the services of a Project Representative and assistants at
39 the site to provide continuous observation of the work to be performed and the improvements to be
40 constructed under this Agreement.

1. The Developer shall provide the City Engineer a minimum of one business day notice prior to the commencement of the underground pipe laying; and prior to subgrade, gravel base and bituminous surface construction.
2. Developer's failure to comply with the terms of this section shall permit the City Engineer to issue a stop work order which may result in a rejection of the work and which shall obligate the Developer to take all reasonable steps, as directed by the City Engineer to ensure that the improvements are constructed and inspected pursuant to the terms of this Agreement; and shall further result in the assessment of a penalty, in an amount equal to 1% per occurrence, of the amount of the security required for Developer improvements, which amount the Developer agrees to pay to the City upon demand.

H. **Engineering Coordination.** A City Engineering Coordinator shall be assigned to this project to provide further protection for the City against defects and deficiencies in the work and improvements through the observations of the work in progress and field checks of materials and equipment. However, the furnishing of such engineering coordination will not make the City responsible for construction means, methods, techniques, sequences or procedures or for the safety precautions or programs, or for the Contractors failure to perform his work in accordance with the Plans. The Developer is obligated to pay the City for City inspection services an amount equal to 4% of the estimated cost of the Public Improvements, which amount is \$3,200. This amount shall be paid at or prior to the execution of this Agreement.

I. **Security.** To guarantee compliance with the terms of this Agreement, payment of the costs of all Public Improvements and construction of all Public Improvements, the Developer shall furnish either: a) a cash deposit, or b) an irrevocable letter of credit for \$100,000 in a form to be approved by the City (the "Financial Security"). The amount of the Financial Security is 125% of the estimated cost to construct the Public Improvements. The City shall have the right to draw on the Letter of Credit in the event that the Developer fails to perform any of its obligations under this Agreement.

1. **Reduction of Security.** Periodically upon the Developers written request, the City Engineer may reduce the amount of the Financial Security for completed Public Improvements provided the following conditions are met:
 - a) The Developer's engineer certifies that the Public improvements have been constructed to City Standards and in accordance with the Plans.
 - b) The Developer provides documentation that its contractors and all their subcontractors and suppliers have been paid in full for the work completed and materials supplied.
 - c) The City Engineer determines that such Public Improvements have been fully completed in accordance with the Plans, specifications and provisions of this Agreement.

The amount of reduction shall be equal to that portion of the Financial Security which covers such completed Public Improvements; provided however, in no case shall the remaining amount of the Financial Security be less than the greater of: (i) 25% of the original amount of the Financial Security, or (ii) 125% of the estimated cost to complete the Public Improvements which have not been completed as determined by the City Engineer.

2. **Release of Security.** This Agreement shall run with the land and may be recorded against the title to the Property. After the work described in this Agreement has been completed,

the Developer may request that the City accept the Public Improvements. This is accomplished through a City Council resolution provided the following conditions are met:

a) **As-built Survey.** The Developer shall provide an as-built survey upon completion of the Public Improvements described in Paragraph C in reproducible and digital (AutoCAD) format. The locations and elevations of sewer and water services shall be accurately shown on the survey.

b) **Certification.** The Developer's engineer submits a letter certifying that the Public Improvements have been constructed to City Standards in accordance with the Plans and requests that the City accept the Public Improvements.

c) **Payment.** The Developer provides documentation that its contractors and their subcontractors and suppliers have been paid in full for the work completed and the materials supplied.

d) **Determination of Completion.** The City Engineer and the City Council have determined that all Public Improvements have been completed in accordance with the Plans, specifications and terms of this Agreement.

The date of City acceptance of the Public Improvements shall be the date of the City Council resolution accepting the Public Improvements

In the event that a Letter of Credit is given as the Financial Security the term of any Letter of Credit provided by the Developer must be at least one year. Notwithstanding anything to the contrary contained herein, in the event that: i) some or all of the Public Improvements have not been completed and accepted by the City before the expiration date of the Letter of Credit, ii) the City has been notified that the Letter of Credit is not being extended for another term of at least one year, and iii) no replacement Letter of Credit satisfactory to the City has been delivered to the City, the City shall have the right to draw on the full amount of the Letter of Credit at any time prior to the expiration of the Letter of Credit. In the event of such draw on the Letter of Credit, the City shall have the right to use the amount drawn to complete any unfinished Public Improvements, perform any unperformed obligations of the Developer, pay the costs to draw on the Letter of Credit and/or pay any costs to enforce this Agreement. The Letter of Credit shall allow Partial Draws and shall provide that a draw can be made on the Letter of Credit at a location which is in or within 30 miles of the City of Roseville.

J. **Ownership of Improvements and Risk of Loss.** Upon completion and City acceptance of the Public Improvements, all Public Improvements lying within public rights-of-way and easements shall become City property without further notice or action, except as follows: none The Developer shall be responsible for the risk of loss of all Public Improvements constructed by the Developer until ownership thereof passes to the City. Any damage or destruction, in whole or in part, to any Public Improvement constructed by the Developer shall be repaired and/or replaced by the Developer until ownership of such Public Improvement passes to the City. The following special requirements shall apply with respect to the maintenance of Public Improvements which have been completed and accepted by the City: The City will take ownership and maintenance of the storm water facilities only after final acceptance.

- 1 K. **Warranty.** The Developer shall install and construct the Public Improvements in accordance with
2 the terms and conditions of this Agreement. The Developer warrants the Public Improvements and
3 all work required to be performed by the Developer hereunder against poor material and faulty
4 workmanship for a period of two (2) years after its completion and acceptance by the City. The
5 Developer shall repair or replace as directed by the City and at the Developer's sole cost and
6 expense: (i) any and all faulty work, (ii) any and all poor quality and/or defective materials, and (iii)
7 any and all trees, plantings, grass and/or sod which are dead, are not of good quality and/or are
8 diseased, as determined in the sole but reasonable opinion of the City or its Engineer, provided the
9 City or its Engineer gives notice of such defect to Developer with respect to such items on or before
10 60 days following the expiration of the two year warranty period. The Developer shall post
11 maintenance bonds or other security acceptable to the City to secure the warranties described herein,
12 which bonds or other security shall be in addition to the Financial Security described herein.
- 13 L. **Park Dedication Fee.** The park dedication fee for Lots 1-6 Block 1 within the Plat shall be \$17,500
14 and shall be paid to the City of Roseville upon or prior to the execution of this Agreement.
- 15 M. **License.** The Developer hereby grants the City, its agents, employees, officers and contractors a
16 license to enter the Property to perform all work and inspections deemed appropriate by the City
17 during the installation of the Public Improvements. This license shall expire after the Property has
18 been completely developed and all of the Public Improvements have been accepted by the City.
- 19 N. **Construction Management.** The Developer and its contractors and subcontractors shall minimize
20 impacts from construction on the surrounding neighborhood as follows:
- 21 1. **Definition of Construction Area.** The limits of the Project Area shall be defined with
22 heavy-duty erosion control fencing approved by the City Engineer. Any grading,
23 construction or other work outside this area requires approval by the City Engineer and
24 the affected property owner.
 - 25 2. **Parking and Storage of Materials.** Adequate on-site parking for construction vehicles and
26 employees must be provided or provisions must be made to have employees park off-site
27 and be shuttled to the Project Area. No parking of construction vehicles or employee
28 vehicles shall occur along County Road B without approval of Ramsey County. No fill,
29 excavating material or construction materials shall be stored in the public right-of-way.
 - 30 3. **Hours of Construction.** Hours of construction, including moving of equipment shall be
31 limited to the hours between 7 a.m. and 9 p.m. on weekdays and 9 a.m. and 9 p.m. on
32 weekends.
 - 33 4. **Site Maintenance.** The Developer shall ensure the contractor maintains a clean work site.
34 Measures shall be taken to prevent debris, refuse or other materials from leaving the site.
35 Construction debris and other refuse generated from the project shall be removed from
36 the site in a timely fashion and/or upon the request by the City Engineer. After the
37 Developer has received twenty-four (24) hour verbal notice, the City shall have the right
38 to complete or contract to complete the site maintenance work at the Developer's
39 expense, which amount the Developer shall pay to the City upon demand.
- 40
- 41 O. **Certificate of Insurance.** The Developer shall provide, prior to the commencement of any site
42 work or other development of the Property, evidence that it has insurance in the form of a Certificate
43 of Insurance issued by a company authorized to do business in the State of Minnesota, which

includes workman's compensation and general liability. Limits for bodily injury and death shall not be less than \$1,000,000 for one person and \$1,500,000 per occurrence. Limits for property damages shall be not less than \$500,000 for each occurrence. The City shall be included as an additional insured on general liability and property damage policies. The Developer shall provide the City with a renewal certificate of insurance at least 30 days prior to the expiration date of any policy required hereunder.

P. **All Costs Responsibility of Developer.** The Developer shall pay all costs incurred by it and the City in conjunction with this Agreement, the approval of the Plat, the development of the Property, and the construction of the improvements required by this Agreement, including but not limited to, all costs of persons doing work or furnishing skills, tools, machinery and materials; insurance premiums; Letter of Credit fees and bond premiums; legal, planning and engineering fees; the preparation and recording of this Agreement and all easements and other documents relating to the Plat and the Property; and all costs incurred pertaining to the inspection and monitoring of the work performed and improvements constructed on the Property. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements or the development of the Property. The Developer agrees to defend, indemnify, and hold the City and its mayor, councilmembers, employees, agents and contractors harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the Property or the acts of the Developer, and its employees, agents or contractors in connection thereto.

1. The Developer shall defend, indemnify, and hold the City and its mayor, councilmembers and employees harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from Plat approval, development of the Property, construction of the improvements or other work performed on the Property. The Developer shall defend, indemnify, and hold the City and its mayor, councilmembers and employees harmless for all costs, damages or expenses which the City may pay or incur in consequence of such claims, including attorney's fees.
2. The Developer shall pay, or cause to be paid when due, and in any event before any penalty is attached, all charges, costs and fees referred to in this Agreement. This is a personal obligation of the Developer and shall continue in full force and effect even if the Developer sells one or more lots, all of the Property, or any part of it.
3. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this Agreement within thirty (30) days after receipt. If the bills are not paid on time, the City may, in addition to all other rights and remedies the City may have, halt development and construction work on the Property including, but not limited to, the issuance of building permits for lots which the Developer may or may not have sold, until the bills are paid in full. Bills not paid within thirty (30) days shall accrue interest at the rate of ten percent (10%) per year, or the maximum amount allowed by law, whichever is less.
4. The Developer shall reimburse the City for all costs incurred in the enforcement of this Agreement, including all attorney and engineering fees.
5. In addition to the charges referred to herein, other charges may be imposed such as, but not limited to, sewer availability charges ("SAC"), City water connection charges, City

sewer connection charges, City storm water connection charges and building permit fees.
The Developer shall pay all such other charges and fees upon being billed by the City.

Q. Default. In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer is first given notice of the work in default not less than 48 hours in advance or immediately before the City commences performing such work in the event of an emergency. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the Property. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part, against the Developer and/or the Property.

R. Remedies. Upon the occurrence of a breach of this Agreement by the Developer, the City, in addition to any other remedy which may be available to it, shall have the right to do any or all of the following:

1. City may make advances or take other steps to cure the default, and where necessary, enter the Property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the date of such advances or expenses at the rate of 10% per annum or the maximum allowed by law, whichever is less. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default or from any other default hereunder. The City shall not be obligated, by virtue of the existence or the exercise of this right, to perform any such act or cure any such default.
2. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
3. Obtain an order from a court of competent jurisdiction enjoining the continuation of an event of default.
4. Halt all development work and construction of improvements until such time as the event of default is cured.
5. Withhold the issuance of a building permit and/or prohibit the occupancy of any structure(s) for which permits have been issued.
6. Draw upon and utilize the Developer's Financial Security to cover the costs of the City in order to correct the default, the costs to complete any unfinished Public Improvements, the costs to draw on the Financial Security and/ or the costs to enforce this Agreement.
7. Terminate this Agreement by written notice to Developer at which time all terms and conditions contained herein shall be of no further force or effect and all obligations of the parties imposed hereunder shall be null and void.
8. Exercise any other remedies which may be available to it at law or in equity.

In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an event of default, the Developer shall pay to the City all fees and expenses, including attorneys fees, incurred by the City as a result of the event of default, whether or not a lawsuit or other action is formally taken.

1 The Developer shall defend, indemnify, and hold the City and its mayor, councilmembers,
2 employees, agents and contractors harmless from any liability or damages, including reasonable
3 attorneys fees, which may be incurred as a result of the exercise of the City's rights pursuant to this
4 Agreement.

5 S. **Assignment.** The Developer may not assign this Agreement without the written permission of the
6 Roseville City Council.

7 T. **Notices to the Developer.** Required notices to the Developer shall be in writing, and shall be either
8 hand delivered to Michael Muniz, or an officer, employee or agent of the Developer, or mailed to the
9 Developer by registered or certified mail at the following address:

10 Farrington Estates LLC
11 18140 Zane Ave NW #314
12 Elk River MN, 55330
13 Attn: Michael Muniz
14

15 U. **Notices to the City.** Required notices to the City shall be either hand delivered to the City Engineer,
16 or mailed to the City by registered or certified mail in care of the **City Engineer at the following**
17 **address:**

18 City of Roseville
19 2660 Civic Center Drive
20 Roseville, Minnesota 55113
21 Attn: City Engineer
22

23 **V. Miscellaneous.**

- 24 1. The Developer shall comply with any and all applicable City, County, Metropolitan,
25 State and Federal laws and regulations including, but not limited to: subdivision
26 ordinances, zoning ordinances and environmental regulations that may apply to the Plat,
27 the development of the Property, and the construction of the Public Improvements
28 described herein.
- 29 2. The terms and conditions of this Agreement shall inure to the benefit of and shall be
30 binding upon the parties hereto, and their respective successors and assigns.
- 31 3. The obligations of all parties signing this Agreement as a Developer shall be joint and
32 several.
- 33 4. If any portion, section, subsection, sentence, clause, paragraph or phrase of this
34 Agreement is for any reason held invalid, such decision shall not affect the validity of the
35 remaining portions of this Agreement.
- 36 5. The action or inaction of the City shall not constitute a waiver or amendment to the
37 provisions of this Agreement. To be binding, amendments or waivers must be in writing,
38 signed by the parties and approved by the Roseville City Council. The City's failure to
39 promptly take legal action to enforce a default under this Agreement shall not be a waiver
40 or release of such default.
- 41 6. This Agreement shall run with the land and shall be binding upon the Developer, and its
42 successors and assigns. The Developer shall, at its expense, record this Agreement with

1 the Ramsey County Recorder if the Property is abstract property and/or with the Ramsey
2 County Registrar of Titles if the Property is torrens property. The Developer shall, prior
3 to the time this Agreement is executed and recorded, furnish the City with title evidence
4 and make arrangements satisfactory to the City to confirm that at the time that this
5 Agreement is executed and recorded the Developer is the sole fee simple owner of the
6 Property and that there are no other parties having an interest in, or a lien or encumbrance
7 against the Property. No work shall commence on the Property prior to the recording of
8 this Agreement.

- 9 7. This Agreement shall be governed by and construed in accordance with the laws of the
10 State of Minnesota. Any legal proceeding pertaining to this Agreement, or the rights or
11 obligations of the parties hereunder, shall be venued in courts or tribunals located in
12 Ramsey County, Minnesota.
- 13 8. In addition to all other terms and conditions of this Agreement the Developer shall
14 comply with and perform the Conditions of Development attached hereto as Exhibit B.
15

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

3
4 CITY OF ROSEVILLE

5
6 By: _____
7 Daniel J. Roe, Mayor

8
9 By: _____
10 Patrick J. Trudgeon, City Manager

11
12
13
14 STATE OF MINNESOTA)
15) ss
16 COUNTY OF _____)

17
18 The foregoing instrument was acknowledged before me this ____ day of _____, _____,
19 by Daniel J. Roe and Patrick J. Trudgeon, the Mayor and City Manager, respectively, of the City of
20 Roseville, a Minnesota municipal corporation, on behalf of the corporation.

21
22
23 _____
24 Notary Public
25

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25

Its: _____

The foregoing instrument was acknowledged before me this ____ day of _____, _____, by _____, the _____ of Farrington Estates LLC, a Minnesota limited liability company, on behalf of the company.

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28
- 29
- 30
- 31
- 32
- 33

Its: _____

The foregoing instrument was acknowledged before me this ____ day of _____, _____, by _____, the _____ of New Design Properties, LLC, a Minnesota limited liability company, on behalf of the company.

City of Roseville
Engineering Division
2660 Civic Center Drive
Roseville, Minnesota 55113

EXHIBIT A
Legal Description

Lot 7 of Michel's Rearrangement of Lots 9 to 16 inclusive of Mackubin and Iglehart Addition of
Outlots to St. Paul except the East 240 ft of South 200 Feet and subject to State Highway 36,
Ramsey County, Minnesota

1
2
3 **EXHIBIT B**
4 **Conditions of Development**

- 5 1. All property owners shall either dedicate on the Plat or otherwise convey all roadway, utility,
6 drainage, and other easements required by the City.
7
8 2. The access points to enter and exit the Property shall be at locations approved by the City and any
9 other governmental entity having jurisdiction over adjacent roadways.
10
11 3. The Developer shall provide the City proof that the Developer/Owner is the fee simple owner of all
12 of the Property included in the Plat and that there are no liens, encumbrances or other parties having
13 an interest in the Property at the time the Plat and the Development Agreement are recorded, or
14 make other arrangements which are reasonably satisfactory to the City to assure that title to the
15 Property following the recording of the Plat and the Development Agreement shall be acceptable to
16 the City.
17
18 4. The Developer shall pay all unpaid City subdivision review and other fees prior to the City releasing
19 the Plat for recording.
20
21 5. No building permits shall be issued for any use of the Property which is not a permitted use.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: February 8, 2016
Item No.:

Department Approval



City Manager Approval

Item Description: Farrington Estates – Public Improvement Contract Approval

BACKGROUND

The City Council approved the Preliminary Plat for Farrington Estates on June 8, 2015. The existing storm sewer easement through the property was vacated subject to approval of the final plat by the City Council on November 30, 2015.

The Developer, New Design Properties, LLC, has worked with the City to develop the Public Improvement Contract for the new infrastructure that is needed to serve the development. The new public infrastructure includes the replacement of storm sewer pipe and construction of a storm water wetland basin in conjunction with the new development. The storm water wetland basin would be used to treat and retain water from the development and from city right of way. The City would maintain the storm water wetland basin upon final acceptance.

The new development is served by existing streets and utilities so no new public streets or utilities are needed. New private water and sewer services will be extended from the City's mains to each new parcel.

DISCUSSION

In order to serve the lots in the plat, the following public improvements need to be made. The detail of such improvements are specified in the Public Improvement Contract (Attachment A) and shown in the plans (Attachment B) and are summarized as follows;

- Site Grading and Turf Restoration. The Developers shall grade the Property in accordance with the City approved Grading, Drainage and Erosion Control Plan. Site grading improvements shall include common excavation, subgrade correction, embankment and pond excavation. The Developer shall turf restoration on the Property which shall include seeding, mulching and erosion control.
 - The Developer shall submit to the City a site grading and drainage plan for the entire Plat acceptable to the City showing the grades and drainage for each lot prior to installation of the improvements.
 - The Developer shall furnish the City Engineer satisfactory proof of payment for the site grading work and shall submit a certificate of survey (as- constructed survey) of the development to the City after site grading, with street and lot grades.
 - All improvements to the lots and the final grading shall comply with the approved grading plan.

- Storm sewer construction: The Developer shall construct all storm sewer improvements determined to be necessary by the City to serve the Property, including the construction of outlet control structures and flared end sections.
 - Storm sewer facilities, including ponds and infiltration basins, shall be constructed in accordance with City details, specifications, and the City approved Public Improvement Construction Plans.
 - Storm water basins shall be protected from silt during construction. If these areas do not function as designed, the Developer shall reconstruct them as directed by the City Engineer.
- Restoration of existing streets: Curb cuts and street cuts shall be reconstructed to match existing street typical section.
 - All unused curb openings along County Road B W and Farrington Street curb line shall be removed and replaced with non- surmountable curb to match existing. Curbs proposed to be replaced shall have a minimum of 3 feet of bituminous saw cut out to allow for proper compaction.
 - Utility trenches shall be restored by the Developer per City standard plate.
- Erosion control. Prior to the commencement of any grading and before any utility construction is commenced or building permits are issued, the erosion control plan must be implemented, inspected and approved by the City. The Developer shall meet all requirements of the City's Erosion Control Ordinance including but not limited to the following.
 - No construction activity shall be allowed and no building permits shall be issued unless the Property is in full compliance with the erosion control requirements.
 - Measures shall be installed in compliance with MPCA NPDES permit requirements.
 - The City shall inspect the site periodically and determine whether it is necessary to take additional measures to address erosion.
 - To remove dirt and debris from streets that has resulted from construction work by the Developer, its agents or assigns, the Developer shall sweep streets on a weekly basis or more frequently as directed by the City Engineer until the site is stabilized. The Developer must sweep roadways with a water-discharge broom apparatus. Kick-off brooms shall not be utilized for street sweeping.
 - If the development on the Property does not comply with the erosion control plan or supplementary instructions received from the City, the City may, following giving the Developer 48-hour prior verbal notice (or immediately in the case of an emergency), take such action as it deems appropriate to control erosion, the cost of which action shall be paid by the Developer to the City upon demand.

All work would be done through the developer's contractor. All costs for the improvements would be paid by the developer. The estimated cost of construction of the public infrastructure is \$80,000. The developer will provide a financial security in the amount of 125% of the estimated cost of construction (\$100,000) in the event the developer fails to perform.

The City would provide oversight on the construction. The Developer will pay the City \$3,200 for these inspection services.

75 The attached contract has been reviewed by the City Attorney.

76 **FINANCIAL IMPLICATIONS**

77 The estimated cost of these improvements based on preliminary figures provided by the
78 developer's engineering consultant is approximately \$80,000.

79

80 The contract as presented has the developer paying for all the costs of the improvement
81 including; design, inspection, construction and city staff time related to the improvement.

82 **STAFF RECOMMENDATION**

83 Approve Farrington Estates - Public Improvement Contract subject to approval of the Final Plat.

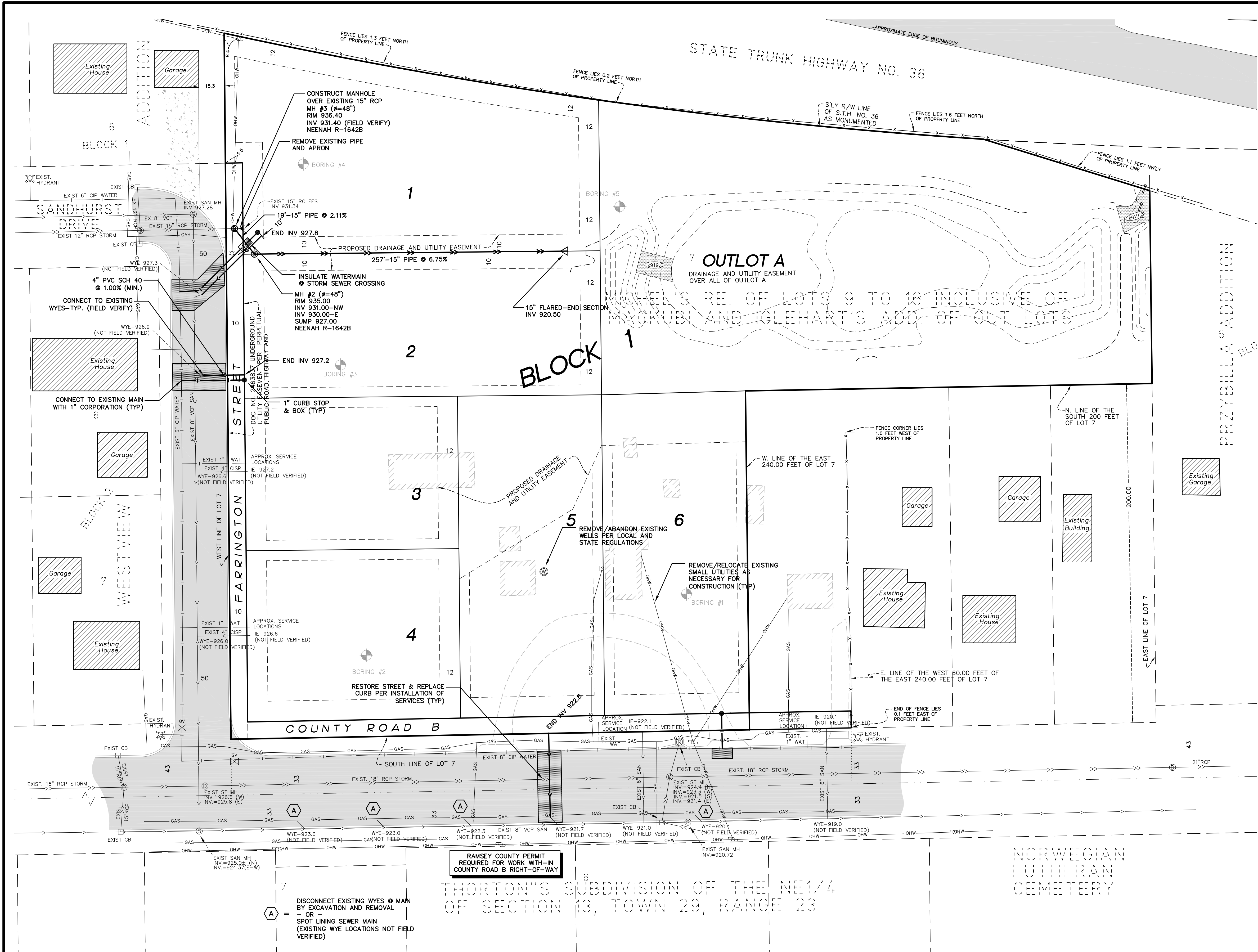
84 **REQUESTED COUNCIL ACTION**

85 Approve Farrington Estates - Public Improvement Contract subject to approval of the Final Plat.

Prepared by: Jesse Freihammer, City Engineer/Asst. Public Works Director

Attachment A: Public Improvement Contract

Attachment B: Proposed Improvement Site Plan



GENERAL NOTES

THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.

CONTACT GOPHER STATE ONE-CALL AT (651) 454-0002 FOR EXISTING UTILITY LOCATIONS.

THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING SANITARY SEWER, STORM SEWER, AND WATERMAIN AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.

INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS.

CONTRACTOR SHALL NOTIFY CITY PUBLIC WORKS DEPARTMENT A MINIMUM OF 24 HOURS PRIOR TO THE INTERRUPTION OF ANY SEWER OR WATER SERVICES TO EXISTING HOMES OR BUSINESSES.

STORAGE OF MATERIALS OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.

NOTIFY CITY A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.

CONTACT DAN TURNER AT 651-792-7045 FOR INSPECTION OF UTILITY WORK.

STORM SEWER NOTES

FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING STORM SEWER AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO ANY INSTALLATIONS.

WHEN CALLED OUT AS PIPE, STORM SEWER SHALL BE REINFORCED CONCRETE PIPE (RCP) ANSI C78 WITH R-4 GASKETS OR, IF ALLOWED BY CITY, HDPE PIPE MAY BE USED. (SEE PLAN FOR LOCATIONS WHERE RCP IS REQUIRED.) HDPE PIPE SHALL MEET THE REQUIREMENTS OF AASHTO M294, TYPE S WITH WATERTIGHT CONNECTIONS. USE SAND/GRANULAR MATERIAL FOR BACKFILLING AND COMPACTION OF HDPE/PVC PIPE IN ACCORDANCE WITH THE REQUIREMENTS OF ASTM 2321.

ALL PORTIONS OF THE STORM SEWER SYSTEM LOCATED WITHIN 10 FEET OF THE BUILDING OR WATER SERVICE LINE MUST BE TESTED IN ACCORDANCE WITH MINNESOTA RULES, PART 4715.2820.

STORM SEWER PIPES TO BE JOINED TO THE CATCH BASIN MANHOLES W/ APPROVED RESILIENT RUBBER JOINTS TO MAKE THEM GASTIGHT OR WATERTIGHT. CEMENT MORTAR JOINTS ARE PERMITTED ONLY FOR REPAIRS AND CONNECTIONS OF EXISTING LINES CONSTRUCTED WITH SUCH JOINTS.

INSTALL INFI-SHIELD ON ALL STORM SEWER STRUCTURES TO PROVIDE WATERTIGHT SEAL (SEE DETAIL).

CURB & BITUMINOUS NOTES

REMOVAL AND DISPOSAL OF EXISTING STREET MATERIALS AS REQUIRED FOR CONSTRUCTION IS CONSIDERED INCIDENTAL.

RESTORE STREET TO EXISTING OR BETTER SECTION AND REPLACE CURB WITH EQUIVALENT FOR ALL IMPACTS TO PUBLIC ROADWAYS PER INSTALLATION OF UTILITIES.

USE TRAFFIC CONTROL MEASURES IN ACCORDANCE WITH THE MINNESOTA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD) AS NECESSARY WHENEVER GRADING, UTILITY, OR PAVING OPERATION ENCLOSED ONTO ADJACENT STREETS OR PUBLIC RIGHT-OF-WAY.

SAW-CUT EXISTING BITUMINOUS AND CONCRETE CURB TO PROVIDE BUTT-JOINT.

FOUR INCHES OF CLASS 5 UNDER CURB IS INCIDENTAL TO CURB INSTALLATION.

SANITARY SEWER NOTES

EXISTING SANITARY SEWER LOCATION, SIZE, AND ELEVATION SHALL BE VERIFIED IN THE FIELD PRIOR TO CONSTRUCTION. NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO ANY INSTALLATIONS.

PROPOSED SANITARY SEWER SHALL BE 4" PVC SCHEDULE 40.

WATER MAIN NOTES

EXISTING WATER MAIN AND WATER SERVICES SIZE AND LOCATION SHALL BE FIELD VERIFIED PRIOR TO ANY INSTALLATIONS. NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO ANY INSTALLATIONS.

PROPOSED WATER SERVICES SHALL BE 1" COPPER TYPE K.

ALL WATER SERVICES SHALL HAVE 7.0-FT MIN. COVER



Know what's below.
Call before you dig.

UTILITY PLAN
FARRINGTON ESTATES

DRAWN BY:	DESIGN BY:
A.G.	A.G.
CHKD BY:	PROJ. NO.
C.W.P.	15-1547

ORIGINAL DATE:
APRIL 7, 2015

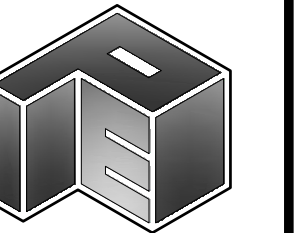
REVISION DESCRIPTION	DATE
CITY REVIEW #1	6-1-15
CRWD COMMENTS #1	8-14-15

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

Adam Ginkel
ADAM GINKEL
LIC. NO. 43963
DATE: 06.14.2015

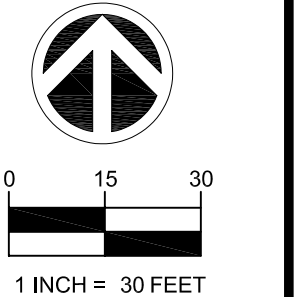
FARRINGTON ESTATES
ROSEVILLE, MINNESOTA
UTILITY PLAN

PREPARED FOR:
NEW DESIGN
PROPERTIES



SITE PLANNING
& ENGINEERING
PLOWE
ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

NORTH



C1

ROSEVILLE
REQUEST FOR CITY COUNCIL ACTION

Agenda Date: July 10, 2023

Agenda Item: 10.e

Department Approval

Janice Gundlach

City Manager Approval

Aracel

Item Description: Adopt an Ordinance Approving a Zoning Code Text Amendment to §1001.10, Definitions, and the Table of Allowed Uses (1007-2) of the Institutional District, and Adopt a Resolution Approving a Conditional Use, all in support of an Environmental Service Center for Ramsey County Property Management and the property located at 1725 Kent Street (**PF23-005**).

BACKGROUND

Stemming from two strategies in the Ramsey County Solid Waste Management Plan, the County evaluated how it provides Household Hazardous Waste services. The evaluation resulted in recommendations to redesign services to address equity considerations and ensure better service to County residents. The recommendations, under the umbrella of the enhancing environmental health services initiative includes a county-owned Environmental Service Center.

In June 2022, City staff met with Ramsey County representatives regarding the proposed Environmental Services Center (ESC) to discuss the project and the steps necessary for its approval. It was at this meeting where the Planning Division indicated the Zoning Code, specifically the Institutional district table of uses, did not support the types of uses the ESC included and that a zoning text amendment would be necessary. Staff also indicated it was working toward seeking additional amendments to the Institutional district and would be seeking comments and direction from the Planning Commission in the future.

The Planning Division sought feedback from the Planning Commission on November 2, 2022 on a number of items pertaining to the Institutional district table of allowed uses to help guide future actions related to this request. Based on Commission feedback, it was determined the use is best suited as conditionally allowed and it was determined that Ramsey County should seek the text amendment outside a City-initiated amendment so that it could accompany the actual request, complete the site development plans.

BUDGIT IMPLICATIONS

Not Applicable

RACIAL EQUITY IMPACT STATEMENT

Racial equity impacts were not evanuated for this request.

PLANNING COMMISSION ACTION

On June 7, 2023, the Roseville Planning Commission held the duly noticed public hearing on the request by LHB and Ramsey County for two Zoning Code text amendments and a Conditional Use all in support of the County's Environmental Service Center (Attachment A).

At the hearing, no individuals were present to address the Commission, either in person or virtually, other than the applicant. Planning Commissioners did not have any substantive questions of staff or the applicant (Attachment B).

The Planning Commission voted 6-0 (Commissioner Bauer was absent) to recommend the following to the City Council:

A. Recommend approval of the following Environmental Service Center definition amending §1001.10 (Definitions) of the Roseville City Code:

1. Environmental Service Center: A multi-purpose government-owned facility where the principal use involves the collection of household hazardous waste, recycling, and organics, including associated offices and public outreach rooms.

B. Recommend approval of an amendment to Table 1007-2 (Institutional District Table of Uses) to include Environmental Service Center as a conditional use.

C. Recommend approval of a CONDITIONAL USE pursuant to §1009.02.C of the Roseville City Code for an Environmental Service Center at 1725 Kent Street based on the comments and findings of the Request for Planning Commission Action dated June 7, 2023, and the following condition:

1. The Environmental Service Center being constructed similarly to the plans submitted dated May, 5, 2023 and provided as a component of the Request for Planning Commission Action dated June 7, 2023 and in accordance with the Roseville City Code.

SUGGESTED CITY COUNCIL ACTION

Adopt an Ordinance (Attachment 3) approving of the following Environmental Service Center definition amending §1001.10 (Definitions) of the Roseville City Code:

1. Environmental Service Center: A multi-purpose government-owned facility where the principal use involves the collection of household hazardous waste, recycling, and organics, including associated offices and public outreach rooms.

Adopt an Ordinance (Attachment 3) approving an amendment to Table 1007-2 (Institutional District Table of Uses) to include Environmental Service Center as a conditional use.

Adopt a Resolution (Attachment 4) approving a CONDITIONAL USE pursuant to §1009.02.C of the Roseville City Code for an Environmental Service Center at 1725 Kent Street based on the comments and findings of the Request for Planning Commission Action dated June 7, 2023, and the following condition:

1. The Environmental Service Center being constructed similarly to the plans submitted dated May, 5, 2023 and provided as a component of the Request for Planning Commission Action dated June 7, 2023 and in accordance with the Roseville City Code.

62 **ALTERNATIVE ACTIONS**

- 63 **a.** Pass a motion to table the item for future action. An action to table must be tied to the need
64 of clarity, analysis and/or information necessary to make a recommendation on the request.
65 Tabling beyond September 2, 2023, would require extension of the 60-day action deadline
66 established in Minn. Stats. 15.99.
- 67 **b.** Pass a motion denying the proposal. An action to deny must include findings of fact
68 germane to the request.

Report prepared by: Thomas Paschke, City Planner, 651-792-7074

thomas.paschke@cityofroseville.com

Attachments: A. PC Packet B. June 7, 2023 PC meeting
minutes C. Draft Ordinance D. Draft CU Resolution

REQUEST FOR COMMISSION ACTION

Date: **6/7/2023**Item No.: **6.a.**

Department Approval

Agenda Section

Public Hearing

Item Description: Request by LHB and Ramsey County Property Management to consider a Zoning Code Text Amendment to §1001.10, Definitions, and the Table of Allowed Uses (1007-2) of the Institutional District, and to consider a Conditional Use, all in support of an Environmental Service Center at 1725 Kent Street (**PF23-005**)

Application Information

Applicant: LHB and Ramsey County Property Management

Location: 1725 Kent Street

Application Submission: May 5, 2023

City Action Deadline: July 4, 2023; extended to September 2, 2023

Zoning: Institutional District

Background

Level of Discretion in Decision Making: Action taken on a Zoning Code Text Amendment is **legislative**; the City has broad discretion in making land use decisions based on advancing the health, safety, and general welfare of the community. Action on a conditional use proposal is **quasi-judicial**; the City's role is to determine the facts associated with the request, and apply those facts to the legal standards contained in State Statutes and City Code.

Background

Stemming from two strategies in the Ramsey County Solid Waste Management Plan, the County evaluated how it provides Household Hazardous Waste services. The evaluation resulted in recommendations to redesign services to address equity considerations and ensure better service for County residents. The recommendations, under the umbrella of enhancing the environmental health services initiative, include a county-owned Environmental Service Center.

In June 2022, City staff across multiple departments met with Ramsey County representatives regarding the proposed Environmental Services Center (ESC) to discuss the project and the steps necessary for its consideration and approval. It was at this meeting that the Planning Division indicated the Zoning Code, specifically the Institutional district table of uses, did not support the types of uses the ESC included and that a zoning text amendment would be required for the ESC to move forward for consideration. At this meeting, City staff also indicated it was working towards seeking additional amendments to the Institutional district and would be soliciting the Planning Commission for comments and direction on this topic at a future meeting.

Since that date, Planning Division staff introduced this topic to the Planning Commission during the Commission's regular meeting of November 2, 2022. During that discussion, Planning Division staff received feedback on a number of items pertaining to the Institutional district table of uses,

including the Commission's desire to retain the conditional use requirement for these types of uses. Based on that feedback, staff determined it was in Ramsey County's best interest to seek the text amendment and a conditional use, apart from a City-initiated process, so as to ensure the text amendment would serve their needs. The Commission may recall the November 2, 2022 discussion also included a need to address other uses that exist in the institutional district (most notably the Civic Campus), however these issues will have to be resolved at a later date.

Review of Project

In support of their application, Ramsey County submitted a narrative and preliminary development plans (see Attachment 3), on which the analysis outlined within this report is based.

The Environmental Service Center (ESC) will utilize the front half of the roughly 18-acre parcel the County owns addressed as 1725 Kent Street. Currently, Ramsey County Public Health runs a household hazard waste collection site on the premises each June. This use has been permitted by Interim Use for many years. Ramsey County Public Works and Roseville Public Works currently use the rear portion of the site. Specifically, Ramsey County stores RAP, sweepings, soils, mulch, and snow, while Roseville stores watermain break material. The County has also used the site to store tree debris in the past when wind storms produced significant debris. An adjacent parcel (northwest), also owned by Ramsey County, is currently managed and operated by Volunteers of America (VOA) and addressed as 1771 Kent Street. That property is not impacted by this proposal.

The proposed ESC and the VOA properties obtain access from Larpenteur Avenue via Kent Street, which is a private roadway. This private road will be reconstructed as a component of the development to improve access and circulation. Access will also be provided to the rear of the parcel from the reconstructed private roadway for continued use by Ramsey County and Roseville Public Works departments. The site consists of a steep grade generally from the southeast corner, rising approximately 34 feet to the flatter portion of the site and the general proximity of the ESC, approximately 160 feet north of the property line adjacent to Larpenteur Avenue. There are also two rows of trees near the top of the elevation, some of which will be preserved, while others will be removed and replaced due to their aging condition.

The ESC will include three access points from Kent Street. The first access is at the north of the ESC and is for County residents to drop off organics and recyclables at a separate dumpster area. This access also serves as employees' access to the parking lot and building entry, which lies on the southeast side of the building. A second access supports the household hazard waste (HHW) drop-off area and the organics/recycling area. The third access serves as the County residents' access to the visitor parking lot and entry to the ESC building. The ESC lies generally in the middle of the development site and includes a walking trail on the east that is connected to the pedestrian walkway along Larpenteur Avenue, which will act as a handicapped access. There is also a pedestrian connection that is proposed from the southeast corner into the site and building that will include stairs as it rises to the ESC.

Operationally, organics and general recycling dumpsters are located along the north of the development area. Vehicles can enter from the north or middle accesses and make their way to the organics and recycling areas in a counter-clockwise manner. This is an outdoor self-serve collections area that will be screened from public view by the building, trees, and/or site topography. Also planned in this area is a small staff enclosure where employees will assist the public with proper/accurate disposal of items. Vehicles utilizing the middle access can enter the organics/recycling area or the HHW drop-off. HHW acceptance occurs within an enclosed drop-off

lane entering the facility from the north. The drop-off area has stacking for multiple vehicles to efficiently unload and transition materials to staff. Materials are sorted by staff into appropriate storage containers and stored within predesignated areas throughout the building. Hazardous materials are stored in appropriately designed storage rooms for safe housing in accordance with the applicable code requirements. Materials remain within the building storage areas until shipment off-site. Outdoor storage of propane tanks will occur within a secure container and a small remote storage enclosure will be provided for storage of lithium-ion batteries outside of the building; both to be screened from public view. Munitions will not be accepted by the ESC.

The ESC building is also designed for public interaction, learning, and material reuse. There is a specific Reuse Room for the distribution of products that are brought to the HHW that still have useful life and will be available for public purchase. The building entry/lobby is a place for the public to gather and learn about the sustainability strategies and performance of the building through a “building dashboard”. The education spaces of the ESC are smaller and to be used for public presentations, hands-on learning, and possibly small community events. There is also a larger Public Programming room where the public can be more interactive, such as “Fix-It Clinics” where people bring in household items and learn how to do general repairs. General administration and public restrooms are located adjacent to the public spaces.

As a component of the ESC proposal, the Roseville Public Works Director has requested a traffic study to review existing operations, evaluate potential traffic impacts of the proposed development, review site access considerations, and recommend improvements to ensure safe and efficient operations (Attachment 4). It is important to note the surrounding roadways of Larpenteur Avenue, Rice Street, and Dale Street are all County jurisdictional roadways, as is Kent Street due to its “private” status.

Review of Request

The Zoning Code Text Amendment requested by Ramsey County Environment Health (a division of Ramsey County Public Health) is necessary because the proposed ESC at 1725 Kent Street is not a use recognized within the Table of Uses (1007-2) of the Institutional District. Given the proposed ESC will host a number of unique and distinct uses within the facility and on the grounds, a Conditional Use is proposed so as to properly address and mitigate any potential impacts of the proposed facility. As outlined in the Background section of this report, the conditional use method was the method most desired by Commission members based on the feedback received from the November 2, 2022 meeting.

Zoning Code Amendment Considerations

The zoning code text amendment requested by Ramsey County is two-fold: 1) consideration of an amendment to §1001.10, Definitions, for inclusion of an ESC definition and 2) amend Table 1007-2, Institutional Districts Table of Uses, to include ESC as a conditional use.

Regarding a definition for the proposed ESC, Planning Division staff have relied upon Ramsey County and their consultant, LHB, to submit a definition that encapsulates the general purpose and intent of an ESC as they intend to program the building/site. The definition they provided is as follows:

A multi-purpose government-owned facility where the principal use involves the collection of household hazardous waste, recycling, and organics.

Although not primary uses, Planning Division staff would recommend inclusion of offices and public learning/outreach room(s) in the definition to provide greater clarity of the ESC's use and operation.

Similarly, Table 1007-2 does not include an applicable use that is suitable enough to qualify as an ESC. And, while governmental offices are a use within the ESC, it is not the primary use(s) of the ESC as identified in the above definition. As such, the ESC use should be added to the table. Below is a portion of Table 1007-2, while the full Chapter is provided as Attachment 5.

Table 1007-2	INST	Standards
Civic/Institutional		
Emergency Services (police, fire, ambulance)P		
Governmental Offices	P	
<u>Environmental Services Center</u>	<u>C</u>	-

As indicated above, the proposed text amendment would include amending Table 1007-2 to include Environmental Services Center as a conditional use “C”. No specific standards are being noted and/or required given the uniqueness of the use, beyond the general standards and criteria applicable to all conditional uses.

Review of Conditional Use Request

Zoning Code §1009.02.C sets the criteria for reviewing general conditional use requests. The Planning Division’s review of these criteria was completed from the attached project development plans and, to some degree, the narrative. Please note that while this is a new use to be analyzed against the general CU criteria below, it is not unlike any other development the Planning Division staff reviews on a daily basis. Therefore, required Code items or standards are not specifically discussed herein as these are required regardless of the ESC being a new use or a conditional use. Said another way, no building permits will be issued until all applicable code requirements are met.

Review of General Conditional Use Criteria: §1009.02.C of the Zoning Code establishes general standards and criteria for all conditional uses and the Planning Commission and City Council must determine compliance with those stated findings.

As indicated above, Table 1007-2 would be amended to include Environmental Services Center as a conditional use “C” and no specific standards required.

Review of General Conditional Use Criteria: §1009.02.C of the Zoning Code establishes general standards and criteria for all conditional uses and the Planning Commission and City Council must determine compliance with those stated findings.

The general code standards of §1009.02.C are as follows:

1. The proposed use is not in conflict with the Comprehensive Plan. While an environmental services center doesn’t appreciably advance land use goals of the Comprehensive Plan, aside from facilitating continued investment in a property, Planning Division staff believe the proposed use does not conflict with land use goals outlined within the Comprehensive Plan either. More specifically, the General and Commercial Area Goals and Policies sections of the Comprehensive Plan include a number of policies related to reinvestment, redevelopment, quality development, and

scale. Additionally, the Comprehensive Plan outlines several goals and strategies related to Resilience and Environmental Protection and the services offered by the ESC aid in supporting many of those stated goals, including reduction in greenhouse gas emissions through leading by example, reducing climate-related risks, and increasing community awareness of resilience and environmental protection issues. Therefore, the Planning Division has determined the proposed environmental service center would align with the related goals and policies of the Comprehensive Plan.

2. The proposed use is not in conflict with a Regulating Map or other adopted plan. The proposed use is not in conflict with such plans because none apply to the property.

3. The proposed use is not in conflict with any City Code requirements. Planning Division staff finds the proposed environmental services center can and will meet all applicable City Code requirements; moreover, a conditional use approval can be rescinded if the approved use fails to comply with all applicable Code requirements or any conditions of the approval.

4. The proposed use will not create an excessive burden on parks, streets, and other public facilities. The Planning Division does not anticipate the proposal will intensify any practical impacts on parks, streets, or public infrastructure. Specifically, sanitary sewer and water in the area have acceptable capacity for the ESC project and the uses contemplated are not of the type that would generate impacts on parks and/or the trail system in the area. Specific to traffic and impacts on adjacent streets, the traffic study completed (Attachment 4) for the proposed ESC indicates the additional vehicle trips maintain acceptable operations with minimal vehicle delay and back-ups. Ramsey County staff will also review the traffic study and provide comments as Larpenteur Avenue is a county road.

5. The proposed use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare. While the proposed ESC is designed to handle household hazardous waste and certain recyclables, these items are processed with care when unloaded, sorted, and stored for further processing and removal. Similarly, materials deemed hazardous are removed and stored in appropriately designed storage rooms for safe housing in accordance with the applicable code requirements either within or outside the facility. Likewise, the proposed ESC does not lie adjacent to any residential neighborhoods, but instead is situated adjacent to County open space (wetland), Reservoir Woods, and Temple of Aaron Cemetery. The nearest residential area lies to the north, approximately 1,000 feet from the residential homes along Wagner Street. Correspondingly, there will be an increase in traffic on Larpenteur Avenue, Dale Street, and Rice Street. However, these roadways and intersections are adequately designed to handle the increase in daily trips to this site. Consequently, the Planning Division has determined the proposed ESC will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm public health, safety, and general welfare.

Public Comments

As a component of their process, Ramsey County held community open houses (in-person and virtually) in the Fall of 2022 and Spring of 2023. The Fall 2022 open house included discussion regarding services, facility use, features of the facility, and reuse and repair. The Spring 2023 open house discussed hours of operation, indoor and outdoor space uses, and additional facility suggestions. Both of these open house engagements are summarized in Attachment 6.

The Planning Division received one call after the public hearing notice was mailed and the resident indicated support for the proposed ESC.

226
227 **Staff Recommendation**

228 The Planning Division recommends the following pertaining to the request by LHB and Ramsey
229 County Property Management concerning an Environmental Services Center at 1725 Kent Street:

230
231 Approval of the Zoning Code Text Amendment to §1001.10, Definitions, in support of adding an
232 Environmental Services Center, to be defined as "A multi-purpose government-owned facility where
233 the principal use involves the collection of household hazardous waste, recycling, and organics,
234 including associated offices and public outreach rooms."

235
236 Approval of a Zoning Code Text Amendment to Table 1007-2 (Table of Uses - Institutional District)
237 allowing an Environmental Services Center as a conditional use "C".

238
239 Approval of a Conditional Use in support of an Environmental Service Center at 1725 Kent Street,
240 all based on the comments and findings of this report and development plans, subject to the
241 following condition:

- 242 1. The Environmental Service Center should be constructed similarly to the plans submitted dated
243 May, 5, 2023 and provided as a component of this report packet and in accordance with the
244 Roseville City Code.

245
246
247 **Requested Planning Commission Action**

248 **By motion, make the following recommendations:**

249 It is recommended the Planning Commission take the following actions regarding the request by LHB
250 and Ramsey County Property Management concerning an Environmental Services Center at 1725 Kent
251 Street:

252
253
254 By motion, recommend approval of the following Environmental Service Center definition
255 amending §1001.10 (Definitions) of the Roseville City Code:

256
257 "Environmental Service Center: A multi-purpose government-owned facility where the principal
258 use involves the collection of household hazardous waste, recycling, and organics, including
259 associated offices and public outreach rooms."

260
261 By motion, recommend approval of an amendment to Table 1007-2 (Institutional District Table of
262 Uses) to include Environmental Service Center as a conditional use.

263
264 By motion, recommend approval of a Conditional Use pursuant to §1009.02.C of the Roseville City
265 Code for an Environmental Service Center at 1725 Kent Street based on the comments and findings
266 of this report, and the following condition:

- 267 1. The Environmental Service Center should be constructed similarly to the plans submitted dated
268 May, 5, 2023 and provided as a component of this report packet and in accordance with the
269 Roseville City Code.

270
271 **Alternative Actions**

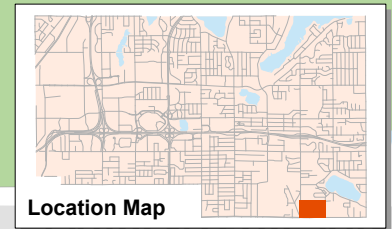
272 **Alternative Actions**

- 274 1. Pass a motion to table the item for future action. An action to table must be tied to the need
275 for clarity, analysis, and/or information necessary to make a recommendation on the request.
276 2. Pass a motion recommending denial of the proposal. A motion to deny must include findings
277 of fact germane to the request.

278
279 **Prepared by:** Thomas Paschke, City Planner - thomas.paschke@cityofroseville.com or
651-792-7074

Attachments: 1. PF23_005_Attachment1
2. PF23_005_Attachment2
3. PF23-005_Attachment3
4. PF23-005_Attachment4
5. PF23-005_Attachment5
6. PF23-005_Attachment6

Attachment 1: Planning File 23-005



Prepared by:
Community Development Department
Printed: May 30, 2023



Data Sources
* Ramsey County GIS Base Map [5/4/2023]
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

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

0 50 100 150 Feet



Attachment 2: Planning File 23-005



Prepared by:
Community Development Department
Printed: May 30, 2023

Data Sources

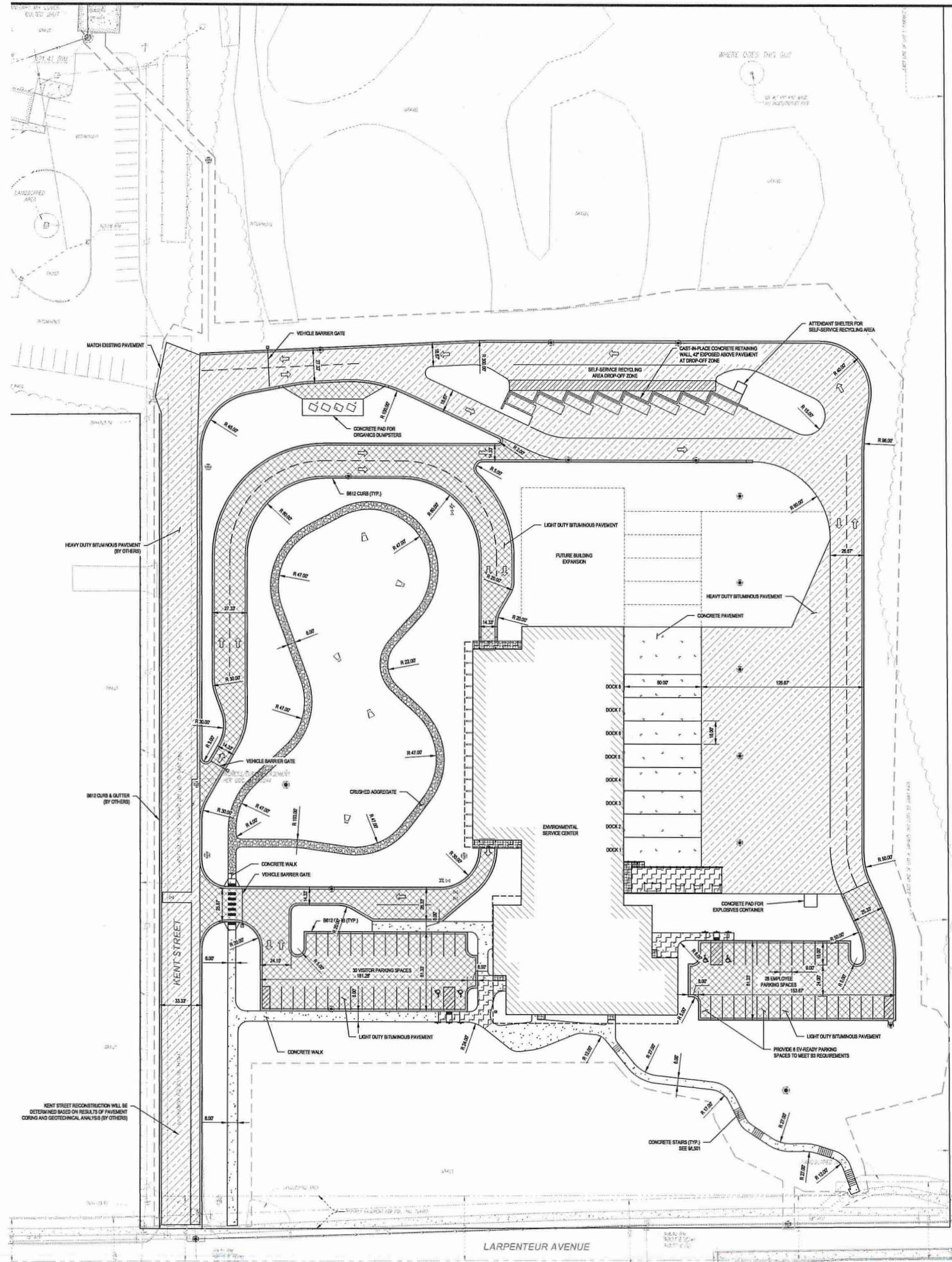
* Ramsey County GIS Base Map (5/4/2023)
* Aerial Data: EagleView (4/2022)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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

0 100 200 Feet





LEGEND

- CONSTRUCTION LIMITS
- HEAVY DUTY BITUMINOUS PAVEMENT, SEE VCS02, INSET A
- LIGHT DUTY BITUMINOUS PAVEMENT, SEE VCS02, INSET B
- CONCRETE PAVEMENT, SEE VCS02, INSET C
- CONCRETE WALK, SEE VCS02, INSET D
- CRUSHED AGGREGATE
- WOOD, REFER TO STRUCTURAL
- SHOWMELT SYSTEM
- 8013 CURB & GUTTER
- REVERSE CURB & GUTTER
- LIGHT POLE, REFER TO ELECTRICAL

GENERAL NOTES

- REFER TO C402 FOR SIGNAGE AND PAVEMENT STRIPING.
- REFER TO L101 FOR PERMANENT TURF ESTABLISHMENT REQUIREMENTS.
- SITE LIGHTING IS SHOWN FOR LOCATION ONLY. REFER TO ELECTRICAL FOR ADDITIONAL REQUIREMENTS.
- PREVENT FORD DAMAGE. ALL SURFACES OUTSIDE THE CONSTRUCTION LIMITS. RESTORE ALL DISTURBED AREAS DUE TO CONSTRUCTION ACTIVITIES TO PRE-CONSTRUCTION CONDITION UNLESS OTHERWISE NOTED IN THE DRAWINGS.
- ADJUST ALL CASTINGS, VALVE BOXES AND JUNCTION BOXES TO FINISH GRADE.
- PROVIDE BITUMINOUS TACK COAT BETWEEN THE WEARING AND NON WEARING COURSES FOR ALL PROPOSED BITUMINOUS PAVEMENTS AND ALL ADJACENT CONCRETE OR BITUMINOUS SURFACES.



701 Washington Ave. N, Ste 200 | Minneapolis, MN 55401 | (612) 338-2020



CLIENT:



THIS SQUARE APPEARS 12" x 10" ON FULL SIZE SHEETS

01 03/31/2023 SCHEMATIC DESIGN

NO DATE ISSUED FOR

NO DATE REVISION

PRELIMINARY
NOT FOR CONSTRUCTION
03/31/2023

COPYRIGHT 2023 BY LHB, INC. ALL RIGHTS RESERVED.

PROJECT NAME:

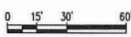
RAMSEY COUNTY
ENVIRONMENTAL
SERVICE CENTER

CORNER OF LARPENTEUR AVE &
KENT ST
ROSEVILLE MN 55113

DRAWING TITLE:

SURFACING & LAYOUT PLAN

WARNING
LOCATION OF ALL UNDERGROUND
UTILITIES SHALL BE VERIFIED BY
THE CONTRACTOR.
CALL BEFORE DIGGING
MINNESOTA
ONE-CALL SYSTEM
1-800-252-1166
REQUIRED BY
MN STATUTE 216D



DRAWN BY:
CHECKED BY:
PROJ. NO.
DRAWING NO.

C401



701 Washington Ave. N. Ste 200 | Minneapolis, MN 55401 | (612) 333-2020



CLIENT:



LEGEND

CONSTRUCTION LIMITS

PLANT SCHEDULE

TREES CODE QTY BOTANICAL / COMMON NAME CONT



CT 39 Canopy Tree 3" BAB



OT 73 Ornamental Tree 2" BAB

GROUND COVERS CODE QTY BOTANICAL / COMMON NAME CONT



DB 29,242 sf Detention Basin Seed Mix Plugs 18" OC Seed Mix with Plugs



NM 12,728 sf No Mow Turf Lawn Seed Mix



ME 1,146 sf Rock Mulch Maintenance Edger Mulch



SP 95,959 sf Shortgrass Prairie Seed Mix Seed Mix



SB 2,087 sf Shrub & Perennial Bed with 4" Mulch



WE 32,104 sf Woodland Edge Seed Mix Seed Mix

SHEET NOTES

GENERAL LANDSCAPE NOTES

- THIS DRAWING DOES NOT CONSTITUTE AN OFFICIAL SURVEY OF THE SITE. CONFIRM ALL LOCATIONS OF SURFACE AND SUB-SURFACE FEATURES BEFORE BEGINNING INSTALLATION. ADVISE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.
- CONFIRM ALL QUANTITIES, SHAPES AND LOCATIONS OF LANDSCAPE AREAS, AND ADJUST AS REQUIRED TO CONFORM TO THE SITE CONDITIONS. CONFIRM ANY ADJUSTMENTS WITH THE LANDSCAPE ARCHITECT.
- LOCATE ALL UTILITIES. NOTIFY THE LANDSCAPE ARCHITECT OF ANY CONFLICTS WITH PLANT INSTALLATION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL MULCHES AND PLANTING SOIL QUANTITIES TO COMPLETE THE WORK SHOWN ON THE PLAN. VERIFY ALL QUANTITIES SHOWN ON THE PLANT SCHEDULE.
- THE CONTRACTOR SHALL REMOVE FROM THE SITE ALL SCOTURF WHICH HAS BEEN REMOVED FOR NEW PLANT BEDS. LONG-TERM STORAGE OF MATERIALS OR SUPPLIES ON-SITE WILL NOT BE ALLOWED. ANY PLANT STOCK NOT PLANTED ON DAY OF DELIVERY SHALL BE HELED IN AND WATERED UNTIL INSTALLATION. PLANTS NOT MAINTAINED IN THIS MANNER WILL BE REJECTED.
- THE PLAN TAKES PRECEDENCE OVER THE PLANT SCHEDULE IF DISCREPANCIES EXIST. ADVISE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.

PROTECTIONS

- THE CONTRACTOR SHALL AVOID DAMAGING EXISTING TREES. DO NOT STORE OR DRIVE HEAVY MATERIALS OVER TREE ROOTS. DO NOT DAMAGE TREE BARK OR BRANCHES. REFER TO DETAILS FOR TREE PROTECTION.
- THE CONTRACTOR SHALL KEEP FRAGMENTED, FENCES AND BUILDINGS CLEAN AND UNPAINTED. ANY DAMAGE TO EXISTING FACILITIES SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE. THE PROJECT SITE SHALL BE KEPT CLEAR OF CONSTRUCTION WASTES AND DEBRIS.
- PROVIDE SILT FENCE IF NECESSARY TO PROTECT STREET FROM EROSION.

PLANT MATERIAL

- TREE ROOT BALLS SHALL BE PLANTED PLUSH WITH FINAL GRADE AND THE TOPMOST ROOT PLANE EXPOSED. PER PLANTING DETAILS. LANDSCAPE ARCHITECT MUST BE PRESENT ON-SITE PRIOR TO TREE PLANTING TO ENSURE PROPER INSTALLATION TECHNIQUES ARE EMPLOYED BY ALL LANDSCAPE CONTRACTOR CREW MEMBERS.
- NO SUBSTITUTIONS OF PLANT MATERIAL SHALL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE LANDSCAPE ARCHITECT. THE LANDSCAPE ARCHITECT RESERVES THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY.
- ALL PLANTING STOCK SHALL CONFORM TO THE "AMERICAN STANDARD FOR NURSERY STOCK," ANS-36, LATEST EDITION, OF THE AMERICAN ASSOCIATION OF NURSERMEN, INC. ALL PLANTS SHALL BE GUARANTEED FOR ONE YEAR FROM DATE OF SUBSTANTIAL COMPLETION, UNLESS OTHERWISE SPECIFIED. THE GUARANTEE SHALL COVER THE FULL COST OF REPLACEMENT INCLUDING LABOR AND PLANTS.
- FOR ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATION, THE CONTRACTOR SHALL FILL TO FINISHED SUBGRADE ELEVATION AND PROVIDE 4" TOPSOIL AND PROVIDE SEEDING OR SOO REPLACEMENT OF OWNER'S CHOICE.
- REFER TO 28.0301 FOR PLANTING, PLANTING SOIL, AND MULCH REQUIREMENTS.

MAINTENANCE AND CARE

- MAINTENANCE SHALL BE PROVIDED IMMEDIATELY AFTER EACH PORTION OF THE WORK IS IN PLACE.
- MAINTENANCE SHALL INCLUDE WATERING, WEEDING, MULCHING, REMOVAL OF DEAD MATERIAL PRIOR TO GROWING SEASON, RE-SETTING PLANTS AT THE PROPER GRADE, AND KEEPING PLANTS IN A PLUMB POSITION.
- WATERING: MAINTAIN A WATERING SCHEDULE WHICH WILL THOROUGHLY WATER ALL PLANTS ONCE A WEEK MINIMUM. IN EXTREMELY HOT, DRY WEATHER, WATER MORE OFTEN AS REQUIRED BY INDICATIONS OF LEAF STRESS SUCH AS WILTING LEAVES. CHECK MOISTURE UNDER MULCH PRIOR TO WATERING TO DETERMINE NEED. CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS FOR WATER.
- REFER TO SPECIFICATIONS FOR FULL INSPECTION, MAINTENANCE, AND WARRANTY REQUIREMENTS.

IRRIGATION NOTES

- CONTRACTOR TO PROVIDE DESIGN/BUILD IRRIGATION SERVICES TO IRRIGATE ALL LANDSCAPE BEDS. FOR SEEDER AREAS, PROVIDE TEMPORARY IRRIGATION UNTIL ESTABLISHMENT OF SEED HAS BEEN ACCEPTED BY THE LANDSCAPE ARCHITECT.
- DESIGN FOR IRRIGATED AREAS MUST BE SUBMITTED AND APPROVED BY OWNER AND LANDSCAPE ARCHITECT PRIOR TO INSTALLATION. COORDINATE WITH OWNER ON FINAL PRODUCT SELECTION. AS-BUILT DOCUMENTATION WILL BE REQUIRED.

THIS SQUARE APPEARS 1/2" x 1/2" ON FULL SIZE SHEETS

01 03/10/23 SCHEMATIC DESIGN

NO DATE ISSUED FOR

NO DATE REVISION

PRELIMINARY
NOT FOR CONSTRUCTION
03/31/2023

COPYRIGHT 2023 BY LHB, INC. ALL RIGHTS RESERVED.

PROJECT NAME:

RAMSEY COUNTY
ENVIRONMENTAL
SERVICE CENTER

CORNER OF LARPENTER AVE &
KENT ST
ROSEVILLE MN 55113

DRAWING TITLE:

LANDSCAPE PLAN

DRAWN BY: JH

CHECKED BY: LAM

PROJ NO: 2262

DRAWING NO:

L101

WARNING

LOCATION OF ALL UNDERGROUND
UTILITIES SHALL BE VERIFIED BY
THE CONTRACTOR
CALL BEFORE DIGGING

MINNESOTA

ONE-CALL SYSTEM

1-800-252-1166

REQUIRED BY

MN STATUTE 216D



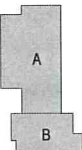
71 W. Superior St., Ste 500 | Duluth, MN 55802 | 218.727.8448



CLIENT:



RAMSEY
COUNTY
Minnesota



KEYPLAN

THIS SQUARE APPEARS 1/2"X1/2"
ON FULL SIZE SHEETS

NO	DATE	REVISION
01	03/10/23	SCHEMATIC DESIGN

PRELIMINARY
NOT FOR CONSTRUCTION
04/10/2023

COPYRIGHT 2023 BY LHB, INC. ALL RIGHTS RESERVED

PROJECT NAME:

RAMSEY COUNTY
ENVIRONMENTAL
SERVICE CENTER

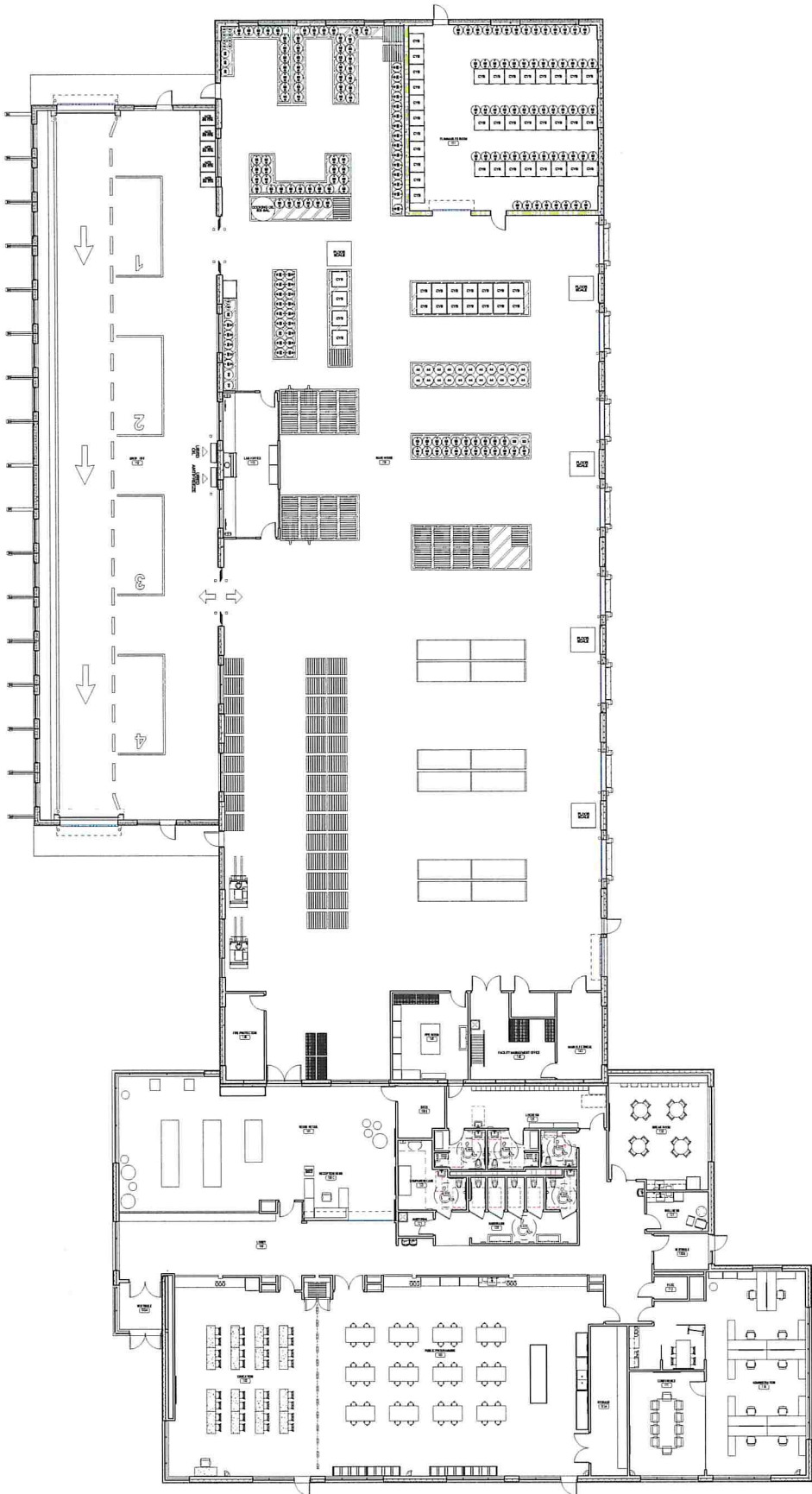
CORNER OF LARPEUR
AVE. AND KENT ST.
ROSEVILLE, MN 55113

DRAWING TITLE:

LEVEL 1 OVERALL
FLOOR PLAN

DRAWN BY: Author
CHECKED BY: Checker
PROJ. NO: 220932
DRAWING NO:

A101



1 LEVEL 1 OVERALL FLOOR PLAN
3/22 = 1'-0"



20230401 10:00 AM Ramsey County Environmental Service Center
4/27/2023 11:28:59 AM

MEMORANDUM

Ramsey County Environmental Service Center

May 5, 2023

To: City of Roseville Community Development
From: Ramsey County and LHB
Re: Narrative for Zoning Text Amendment and Conditional Use Application

PROPERTY INFORMATION

Property Address: 0 Larpenteur Ave W, Roseville, MN 55113

Parcel ID: 132923330001

Full Legal Description: Lots 1, 2, 7 and 8, Sarah's Out Lots to St. Paul

ZONING AMENDMENT NARRATIVE

What is the nature of the intended use?

Stemming from two strategies in the Ramsey County Solid Waste Management Plan, the county evaluated how it provides Household Hazardous Waste services. The evaluation resulted in recommendations to redesign services to address equity considerations and ensure better service to county residents. The recommendations, under the umbrella of the enhancing environmental health services initiative includes a county-owned Environmental Service Center.

The basic function of the Ramsey County Environmental Service Center ("ESC") is to provide a safe and effective way for the public to dispose of Household Hazardous Waste ("HHW"). The HHW acceptance occurs within an enclosed drop off lane where multiple vehicles may efficiently transition materials to staff. These materials are then sorted by staff into appropriate storage containers and stored within predesignated areas throughout the building. Any hazardous materials have appropriately designed storage rooms for safe housing in accordance with the applicable code requirements. Materials collected within the HHW area are to remain enclosed until shipment off-site. Outdoor storage of propane tanks will be within a secure container and screened from public view. A small remote storage enclosure will be provided for storage of lithium-ion batteries outside of the building and screened from public view. In addition to acceptance of HHW the center also accepts recycling and organics for transfer off-site, no processing of these materials will occur on site. These items will be collected in outdoor self-service hubs that are screened by the building, trees, and/or topography. A small staff enclosure will be provided at the remote recycling location to assist the public in accurate disposal of their items when necessary. Munitions will not be accepted by the Ramsey County ESC.

Along with providing efficient and safe opportunities to dispose of HHW, the building will have spaces for public interaction, learning, and material reuse. The Reuse Room is a welcoming place for the distribution of products that are brought to the HHW portion of the ESC that still have useful life. The Lobby provides a space for the public to gather and learn about the sustainability strategies and performance of the building through the "building dashboard". The education spaces include a smaller presentation space that could be used for community events

with limited hands-on learning. Directly adjacent is the much larger Public Programming room. This room provides a venue for events where the public can be more interactive such as “Fix-It Clinics” where people bring in household items and learn how to do general repair. The general administrative requirements for operation of the building and the public amenities such as toilets are located adjacent to the public spaces. These public/administrative spaces are placed on the south end of the building towards Larpenteur Avenue. This provides an appropriate buffer between the public way and the taller warehouse space, along with a generally more aesthetic appearance from Larpenteur Avenue.

In-keeping with the site’s current function, outdoor storage of loose materials as needed by the County’s Public Works department will occur on the northern portion of the parcel, but will be blocked from public view by significant vegetative buffering and by the Environmental Service Center itself. Other proposed accessory uses throughout the Environmental Service Center site include outdoor gathering space to be used for educational programming; educational signage associated with sustainable building, site, and stormwater functions; recreational trails; and an accessible sidewalk connection to Larpenteur Avenue.

As part of this project, improvements are planned for Kent Street, the private roadway that will be used to access the site from Larpenteur Avenue.

Why is the intended use not currently permitted by existing use?

According to the language within table 1007.2 of Title 10 of the Roseville City Code, a “Government office” is a permitted use within parcels zoned as institutional. This language is too specific to apply to Government uses in general, and as the proposed Government Environmental Service Center use provides more than just office space it does not conform to the existing code as written.

How would the intended use be permitted under the proposed zoning text amendment?

The addition of “Government Environmental Service Center” as a conditional use within table 1007.2, and an associated definition for this term within section 1001.10, would allow this use to be permitted per approval of a conditional use application.

Will any additional land use applications (e.g. conditional use permit or variance) be necessary to accommodate the intended use in compliance with the requirements of the proposed zoning change?

Yes, a Conditional Use Permit will be required per this zoning text amendment, and an application for which has been submitted in conjunction with the Zoning Text Amendment Application.

CONDITIONAL USE PERMIT NARRATIVE

Describe how the proposed use is not in conflict with the Comprehensive Plan

Roseville’s 2040 Comprehensive Plan identifies the existing land use of this site as institutional and has planned for the site to remain classified as institutional in the future. With the proposed facility’s civic use, medium scale and intensity, incorporation of pedestrian and bicycle infrastructure, and connections to nearby transit stops, it is appropriately suited for this location as defined by the comprehensive plan.

Describe how the proposed use is not in conflict with any regulating maps or other adopted plans

The site in question is not within a Shoreland Overlay District and does not contain any National Wetland Inventory wetlands. The City's Parks and Recreation System plan does not identify this site as a future park or recreational amenity. This site is adjacent to but not within the Rice-Larpenteur Vision Plan project area.

Describe how the proposed use is not in conflict with any City Code requirements

Title 10 of Roseville's City Code describes the purpose of the Institutional District as a district designed to "permit and regulate a variety of governmental, educational, religious, and cultural uses that provide important service to the community." The proposed use of a Government Environmental Service Center is in-keeping with this purpose.

Describe how the proposed use will not create an excessive burden on parks, streets and other public facilities

A traffic study is currently underway to understand any impacts this site would have on surrounding transportation networks, as well as a geotechnical report to understand soil and drainage implications of the site. The planned trails and sidewalks throughout this site will connect to the City's larger recreation system, offering additional recreational amenities for the public.

Describe how the proposed use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare

The primary function of the ESC is to remove HHW from households, which reduces the potential for harm to public health, safety, and general welfare of surrounding neighborhoods.

The ESC is being designed with significant community input and engagement and is part of Enhancing Environmental Health Services, a county initiative to redesign and add recycling and waste disposal services at one location to better meet community needs. The surrounding neighborhood has been engaged through a series of in person and virtual meetings when the county learned of the community's concerns and recommendations for the facility's design, construction activity and operations. The design team is working to address feedback in the plans to ensure this use is not injurious to the surrounding neighborhood. The center will incorporate sustainable design elements that can serve as a model facility.

The unique siting of this ESC allows significant buffering of site amenities from all surrounding parcels through both vegetation and elevation differences. The driveway connections to the site will connect to the private Kent Street, distancing traffic impacts from Larpenteur Avenue. The use of this facility will benefit public health, safety, and welfare, by allowing for the safe disposal of Household Hazardous Waste, recycling, and organics.

Attachments: 220932 Ramsey County ESC Topographic Survey, 220932 Ramsey County ESC C401 Site Plan, 220932 Ramsey County ESC L101 Landscape Plan, 220932 Ramsey County ESC A101 Overall Floor Plan

c: LHB Project No. 220932

q:\22proj\220932\300 design\regulatory\city of roseville\zoning amendment change\220932 zoning and conditional use narrative.docx



May 25, 2023

To: James Homolka, Ramsey County Property Management

From: Vernon Swing, PE

Re: Traffic Analysis – PO PRMG38457 - Ramsey County Environmental Service Center, Roseville, MN

Per your request, SSTS LLC has conducted a traffic analysis for the proposed Ramsey County Environmental Service Center development (referred to as the Proposed Project). The Proposed Project will add hazardous household waste disposal/recycling facilities to the existing organic waste/compost recycling uses on the approximate 15-acre site in Roseville, Ramsey Co, MN. The Proposed Project site is located to the north of Larpenteur Ave W and to the east of Kent Street and will be accessed via three proposed driveways to Kent Street. **Figure 1**, Vicinity Map depicts the location and **Figure 2**, Site Plan, illustrates the site layout and access locations.

This memorandum documents the existing AM, PM, and Saturday Midday peak hour traffic conditions, forecasts the 2025 traffic conditions without the development, forecasts the trip generation potential for the proposed land use and distributes those trips based on existing traffic patterns in the area. Further, results from the traffic operational analysis with and without the Proposed Project are summarized. Also, a review of on-site circulation and vehicle stacking is included. The focus of the traffic study is the traffic operations at the following intersections which provide access to the regional roadway network and access to the site:

- Larpenteur Ave W & Kent St
- Kent St & South Site Access
- Kent St & Middle Site Access
- Kent St & North Site Access

Existing Conditions

As mentioned, the study area focuses on the intersections listed above. The existing conditions of the roadways and intersection providing direct and indirect access to the Proposed Project were documented and are noted in **Table 1**. Additionally, **Figure 3** shows the existing lane geometry and traffic control at the study intersections.

Table 1. Study Roadway Characteristics

Roadway	Functional Class	Typical Section	Posted Speed	AADT (Year)
Larpenteur Ave W	A-minor Augmentor	3-Lane Undivided Urban	40 mph	13,300 (2018) (MnDOT)
Kent Street	Local Street	2-Lane Undivided Urban	30 mph	N/A

Note, additional counts for Larpenteur Ave W are available, however, they were counted during COVID-19 and are likely less than current conditions.

Existing Traffic Volumes

AM, PM, and Saturday Midday peak hour turning movement counts were conducted at the study area intersections. The following notes the peak hour timeframes:

- AM: 7:00 AM to 8:00 AM
- PM: 3:00 PM to 4:00 PM
- Saturday MIDDAY: 12:30-1:30PM

Figure 4 illustrates the existing peak hour traffic volumes.

Future Conditions

To quantify the impacts of a development on the surrounding roadway system, it is necessary to first forecast and analyze traffic conditions that would be present on the roadway system without the inclusion of the proposed project. For the purposes of this analysis an anticipated construction completion date for the entire Proposed Project is 2025, thus year 2025 was selected for analysis to compare traffic conditions without and with the Proposed Project. To determine the future traffic conditions a review of historical traffic counts based on MnDOT data and a review of the City of St Paul, City of Rosedale, and Ramsey County 2040 Comprehensive Plans have been conducted. The MnDOT data shows that traffic in the area has declined by approximately fifteen percent over the past two decades, while the City of St Paul and Ramsey County Comprehensive Plans forecast traffic will remain approximately the same over the next twenty years. The City of Roseville Comprehensive Plan meanwhile indicates traffic will increase by approximately 0.4 percent over the next twenty years. To provide a conservative estimate of future conditions the Roseville 0.4 percent growth rate has been adopted for this study. In other words, the existing traffic volumes have been grown by this rate to represent the 2025 No-Build peak hour traffic conditions. **Figure 5** illustrates the No-Build traffic volumes with the growth applied to existing traffic volumes for year 2025.

Trip Generation and Distribution

The Proposed Project will include a new household hazardous waste disposal/recycling facility and will reorganize the existing organic/compost recycling to the northern portion of the site. In addition, the site will include a public and employee space for visitors and workers. To estimate the site-generated traffic, forecasts from Ramsey County have been used which indicate the site will generate approximately 85,000 trips per year or 327 trips a day for a typical day (using a 5-day operations week). That said during the peak times associated with Spring and Fall clean up, the Proposed Project is expected to generate 2,500 trips per week or 500 trips per day. Discussions with staff from similar sites in Hennepin County indicate the Saturdays during the Spring and Fall times have slightly higher traffic, and the peaking tends to extend over three or four hours rather than one hour. To provide a conservative estimate this analysis assumes the peak hour will generate twice as much traffic when compared to an average hour. This peak trip generation has been adopted for each traffic peak of the surrounding roadways namely the weekday commuter AM Peak, weekday PM Peak, and the Saturday Midday Peak. Table 2 summarizes the trip generation estimate for the Proposed Project.

Table 2 - Trip Generation

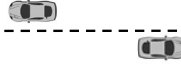
Land Use	Daily	AM Peak Hour		PM Peak Hour		Saturday Pk Hr	
		Enter	Exit	Enter	Exit	Enter	Exit
Environmental Service Cntr	500 Trips	63 Trips	63 Trips	63 Trips	63 Trips	63 Trips	63 Trips
TOTAL	500 Trips	126 Trips		126 Trips		126 Trips	

As shown in Table 2, the Proposed Project will generate 126 trips (63 entering and 63 exiting) during the morning traffic peak hour, 126 trips (63 entering and 63 exiting) during the evening traffic peak hour, 126 trips (63 entering and 63 exiting) during the Saturday Midday Peak and 500 daily trips.

The new trips have been assigned to the surrounding roadways according to the existing traffic patterns. In general, 65 percent will originate from and return to the east during the AM Peak, 60 percent will originate from and return to the west during the PM Peak, and 50 percent to and from the west during the Saturday Midday Peak. **Figure 6** illustrates the trip assignment. **Figure 7** illustrates the 2025 Build conditions by combining No-Build traffic with the trip assignment volumes.

Traffic Operations

The operating conditions of transportation facilities, such as roadways, traffic signals, roundabouts, and stop-controlled intersections, are evaluated based on the relationship of the theoretical capacity of a facility to the actual traffic volume on that facility. Various factors affect capacity including travel speed, roadway geometry, grade, number of travel lanes, and intersection control. The current standards for evaluating capacity and operating conditions are contained in *Highway Capacity Manual*¹. The procedures describe operating conditions in terms of driver delay represented as a Level of Service (LOS). Operations are given letter designations with "A" representing the best operating conditions and "F" representing the worst. Generally, level of service "D" represents the threshold for acceptable overall intersection operating conditions during a peak hour. The Chart on the below summarizes the level of service and delay criteria for signalized and unsignalized intersections.

Level of Service	Description	Delay (sec)	
		Signalized	Unsignalized/ Roundabout
A	 Primarily free-flow operation.	0-10	0-10
B	 Reasonably unimpeded operation.	>10-20	>10-15
C	 Stable operation. The ability to maneuver is more restricted than LOS B.	>20-35	>15-25
D	 Less stable operation. Small increases in flow may cause large increases in delay and reduced speeds.	>35-55	>25-35
E	 Unstable operation. Low speeds and considerable delay.	>55-80	>35-50
F	 Congested operation. High delay and extensive queuing.	>80	>50

For side street stop-controlled intersections special emphasis is given to providing an estimate for the level of service of the minor approaches. Traffic operations at an unsignalized intersection with side street stop-control can be described two ways. First, consideration is given to the overall intersection level of service. This takes into account the total number of vehicles entering the intersection and the capability of the intersection to support these volumes. Second, it is important to consider the delay on the minor

¹ **Highway Capacity Manual (HCM)**, Transportation Research Board, 6th Edition

approaches, since the mainline does not have to stop. It is common for intersections with higher mainline traffic volumes to experience increased levels of delay and poor level of service on the side streets.

A final fundamental component of operational analyses is a study of vehicular queuing, or the line of vehicles waiting to pass through an intersection. An intersection can operate with an acceptable Level of Service, but if queues from the intersection extend back to block entrances to turn lanes or accesses to adjacent land uses, unsafe operating conditions could result. In this report, the Industry Design Standard 95th percentile queue length is used. The 95th Percentile Queue Length refers to that length of vehicle queue that has only a five-percent probability of occurring during an analysis hour.

This study has utilized the industry current Synchro/SimTraffic software package (11th Edition) to analyze the 2025 No-Build and Build conditions for the AM, PM, and Saturday Midday Peak hours. It is noted, the reported results are from the aggregate of 10 SimTraffic simulations which use a random number generator to seed the network with vehicles. These results reflect dynamic conditions and are more accurate than the results of the static analysis reported by Synchro. Due to the random number generator results can sometimes show slightly better operations on minor movements under higher traffic conditions when the intersections are operating well. This can be seen when delays and queues noted in the Build Scenario are slightly less than the No-Build or Existing Scenarios.

Analysis Results

Tables 3 summarizes the results of the operational analysis. Note the 2025 No-Build and Build operations reflect the additional traffic associated with the annual growth rate applied to existing traffic volumes. Additionally, the Build operations include the net new traffic forecast for the Proposed Project.

Table 3. Operational Analysis

2025 No-Build and Build								
Intersection	Measure of Effectiveness (Delay in Sec and Queue in Ft)							
	Criteria	2025 No-Build			2025 Build			
		AM Pk Hr	PM Pk Hr	Sat Pk Hr	AM Pk Hr	PM Pk Hr	Sat Pk Hr	
Larpenteur Ave W & Kent St (Side Stop Controlled)	Overall LOS & Delay	A 1.1	A 1.6	A 1.0	A 2.0	A 2.2	A 1.7	
	Worst Mvmt. LOS & Delay	B 13.4 (SBL)	C 17.6 (SBL)	A 5.6 (SBL)	B 12.7 (SBL)	B 11.9 (SBL)	A 8.5 (SBL)	
	95th Percentile Queue	SB - 22'	SB - 37'	SB - 22'	SB - 52'	SB - 60'	SB - 62'	
Kent Street & South Site Access (Side Stop Controlled)	Overall LOS & Delay	A 0.1	A 1.7	A 0.1	A 1.9	A 1.7	A 1.7	
	Worst Mvmt. LOS & Delay	A 0.2 (NB)	A 3.9 (WBL)	A 0.1 (NB)	A 4.3 (WBL)	A 4.4 (WBL)	A 4.6 (WBL)	
	95th Percentile Queue	NONE	WB - 32'	NONE	WB - 44'	WB - 48'	WB - 48'	
Kent St & Middle Site Access (Side Stop Controlled)	Overall LOS & Delay	A 0.1	A 0.1	A 0.1	A 0.1	A 0.1	A 0.1	
	Worst Mvmt. LOS & Delay	A 0.1 (SBT)	A 0.1 (SBT)	A 0.1 (SBT)	A 0.6 (NBT)	A 0.4 (SBT)	A 0.3 (NBT)	
	95th Percentile Queue	NONE	NONE	NONE	NONE	NONE	NONE	
Kent Street & North Site Access (Side Stop Controlled)	Overall LOS & Delay	A 1.1	A 0.5	A 0.1	A 1.1	A 1.0	A 0.6	
	Worst Mvmt. LOS & Delay	A 3.9 (WBL)	A 3.8 (WBL)	A 0.1 (WB)	A 3.8 (WBL)	A 3.4 (WBL)	A 3.7 (WBL)	
	95th Percentile Queue	WB - 10'	WB - 14'	NONE	WB - 14'	WB - 17'	WB - 14'	

The results shown in Table 3 indicate the 2025 No-Build operations of the study area intersections are acceptable with LOS A for overall operations and LOS C or better for individual travel lane operations, with manageable vehicle queuing. Further, the results in Table 3 indicate the 2025 Build overall operations and travel lane operations of the study area intersections and site access are the same with acceptable LOS A for overall operations and LOS B or better for travel lane operations, with manageable vehicle queuing. The addition of site-generated traffic slightly increases delay and queuing but not above unacceptable levels as the existing roadway network has available capacity.

On-Site Circulation

The Proposed Project is adding household hazardous waste disposal/recycling to the existing site that provides for organic/compost disposal. As part of the project, the organic/compost use is being moved to the north end of the site. Traffic for the organic/compost use will travel on Kent Street to the north end of the site and circulate to the east along a one-way loop and dispose of their waste.

The new household hazardous waste disposal facility will be located in the center of the site. Traffic for this new service provided with the project will enter the site at the middle access from Kent Street and circulate along a way one-way loop exiting the site at the southern site access to Kent Street. There will be five locations for vehicles to dispose of their material, such as used motor oil, discarded computer products, florescent light bulbs, etc. and there are 42 planned spaces for vehicles to queue as they wait their turn. Drivers will be assisted by Ramsey County staff in their disposal of their waste and discussions with Hennepin County staff indicates that vehicles complete their disposal efforts in under a minute. The layout of the site with vehicle stacking should be able to accommodate over 200 vehicles per hour.

The employees and visitors will be able to enter the parking area at the southern access from Kent Street. The site is planned to include 30 parking spaces for the visitor and 27 spaces for employees.

Summary and Conclusions

The following provides a summary of the study, traffic operations and recommendations:

- AM and PM peak hour traffic operations were analyzed for year 2025 conditions without and with the Proposed Project.
- The Proposed Project will generate 126 trips (63 entering and 63 exiting) during the morning traffic Peak hour, evening traffic Peak hour, and Saturday Midday Peak hour and 500 daily trips.
- Results of the traffic analysis for year 2025 without the Proposed Project indicate acceptable operations with minimal vehicle delay and back-ups at adjacent intersections.
- Results of the traffic analysis for year 2025 with the Proposed Project indicate acceptable operations with minimal vehicle delay and back-ups. No mitigation measures at adjacent intersections and access intersection are recommended.
- The Proposed Project has developed a circulation plan for the independent operation associated with organic material disposal, and household hazardous waste disposal which segregates these two use to different areas of the site. Users of these two separate operations will enter one-way circulation patterns that will have sufficient capacity for the anticipated demand.

Attachments: Figures 1-7

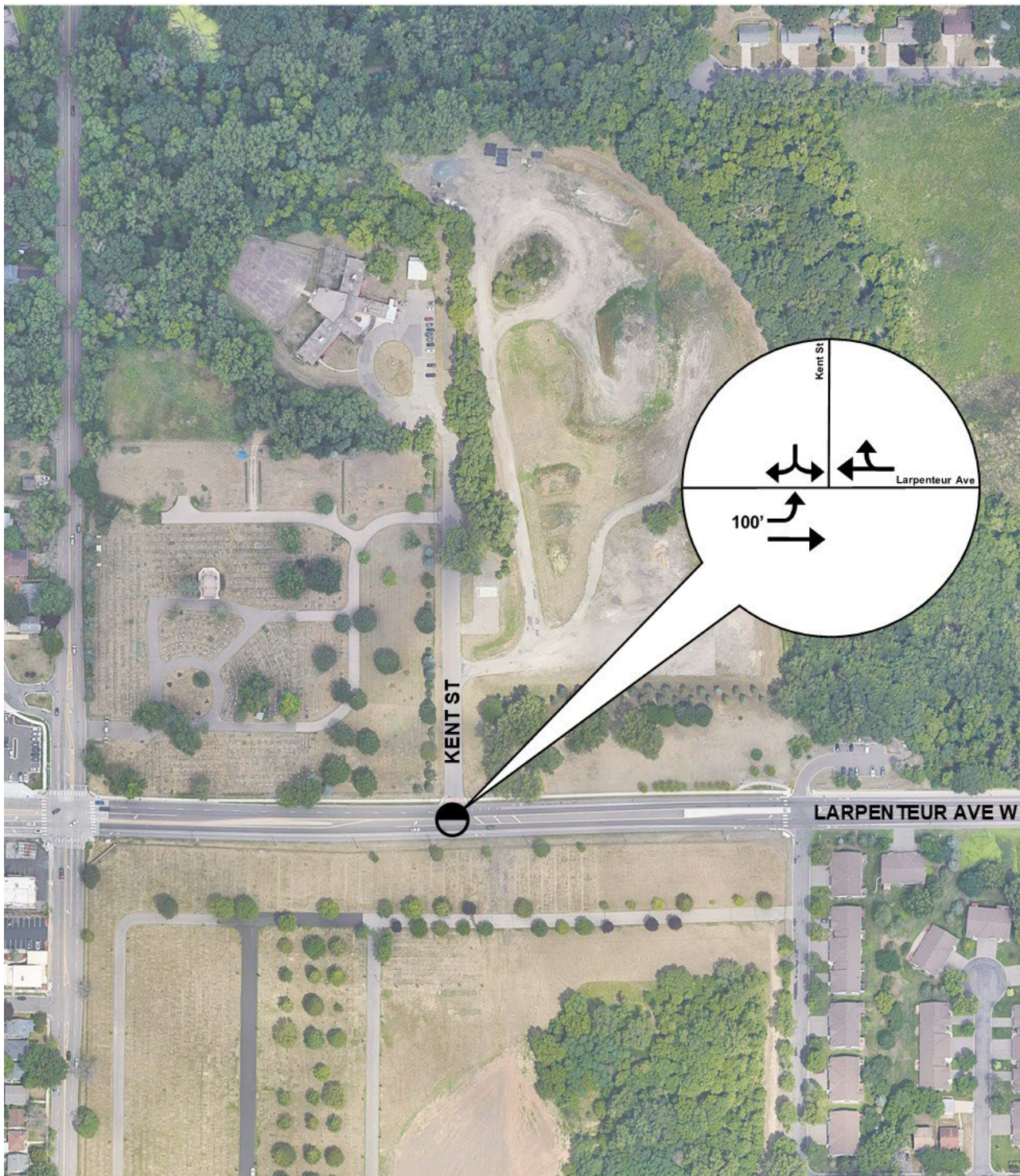
(Appendices with Traffic Counts and Synchro/Simtraffic Worksheets are available upon request.)



Figure 1 - Vicinity Map



Figure 2 - Conceptual Site Plan (From Others)



LEGEND	
	Lane Geometry
	Storage Length (Approximate)
	Side-Street Stop-Control

N

Figure 3 - Existing Geometrics

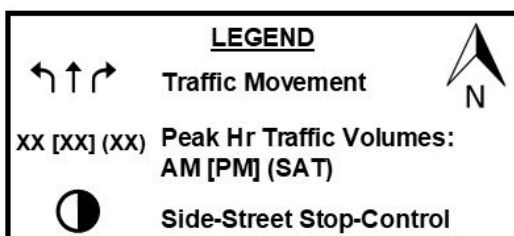
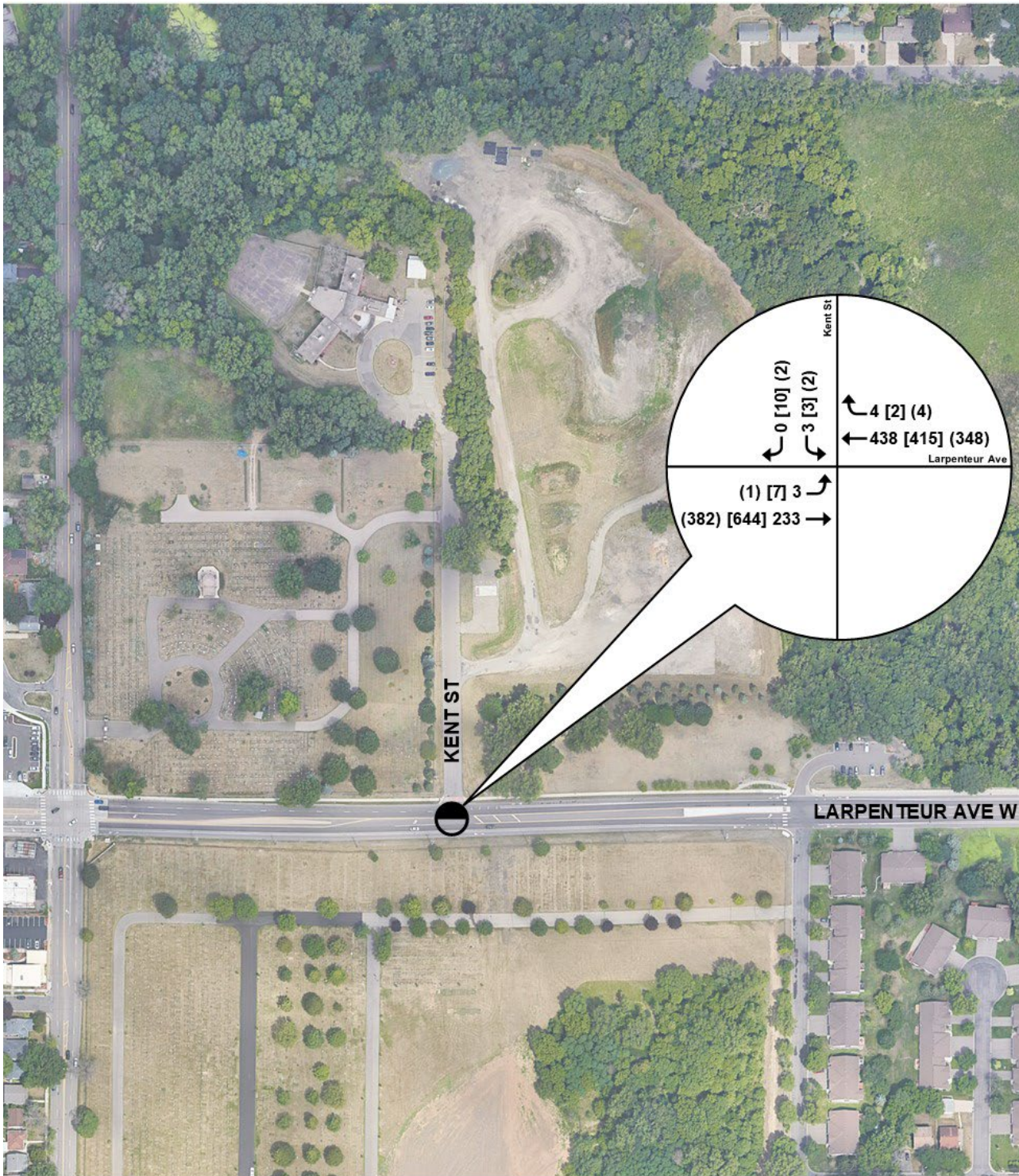


Figure 4 - Existing Traffic Volumes

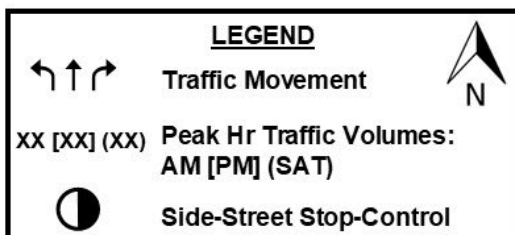
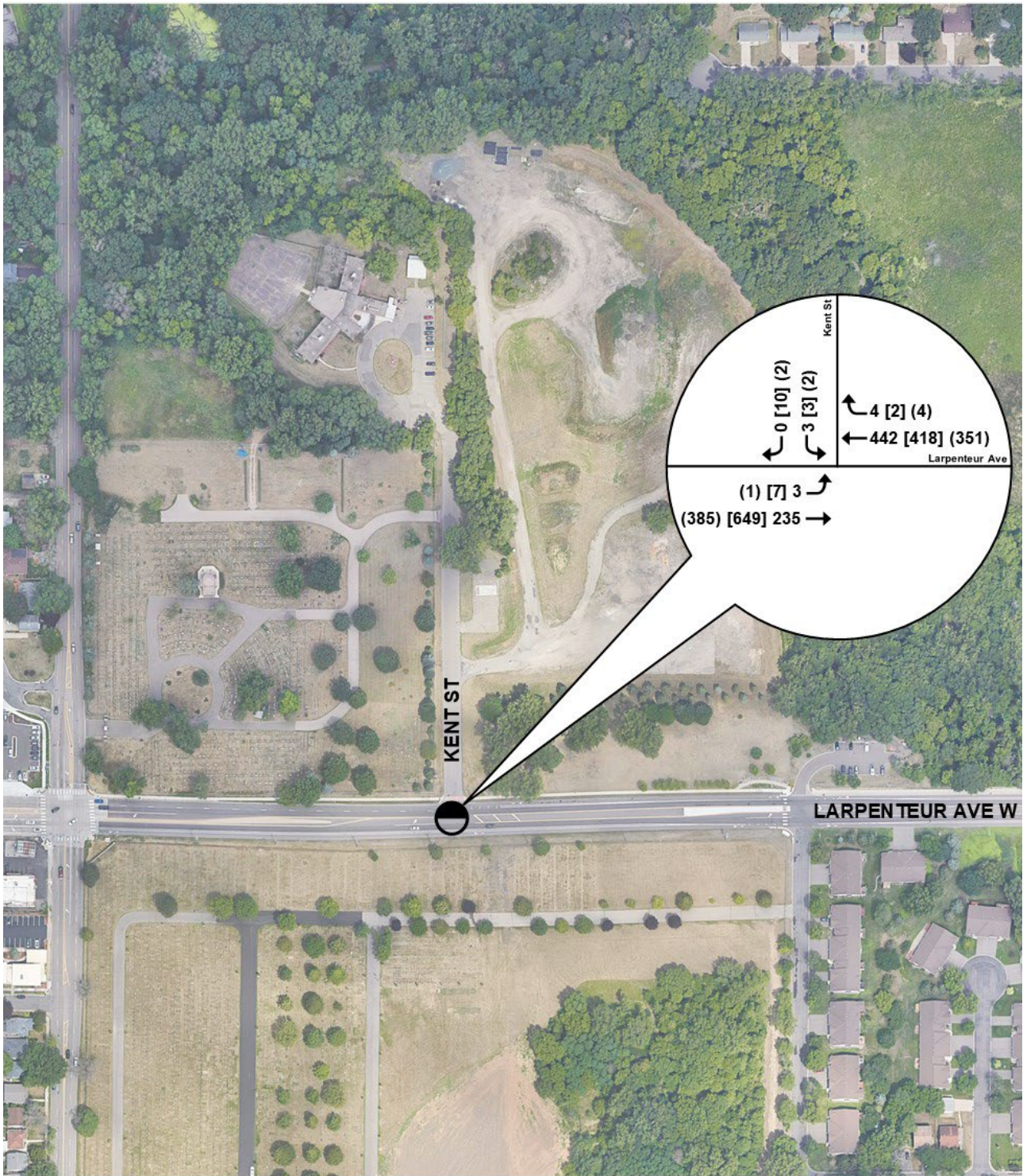


Figure 5 - 2025 No-Build Traffic Volumes

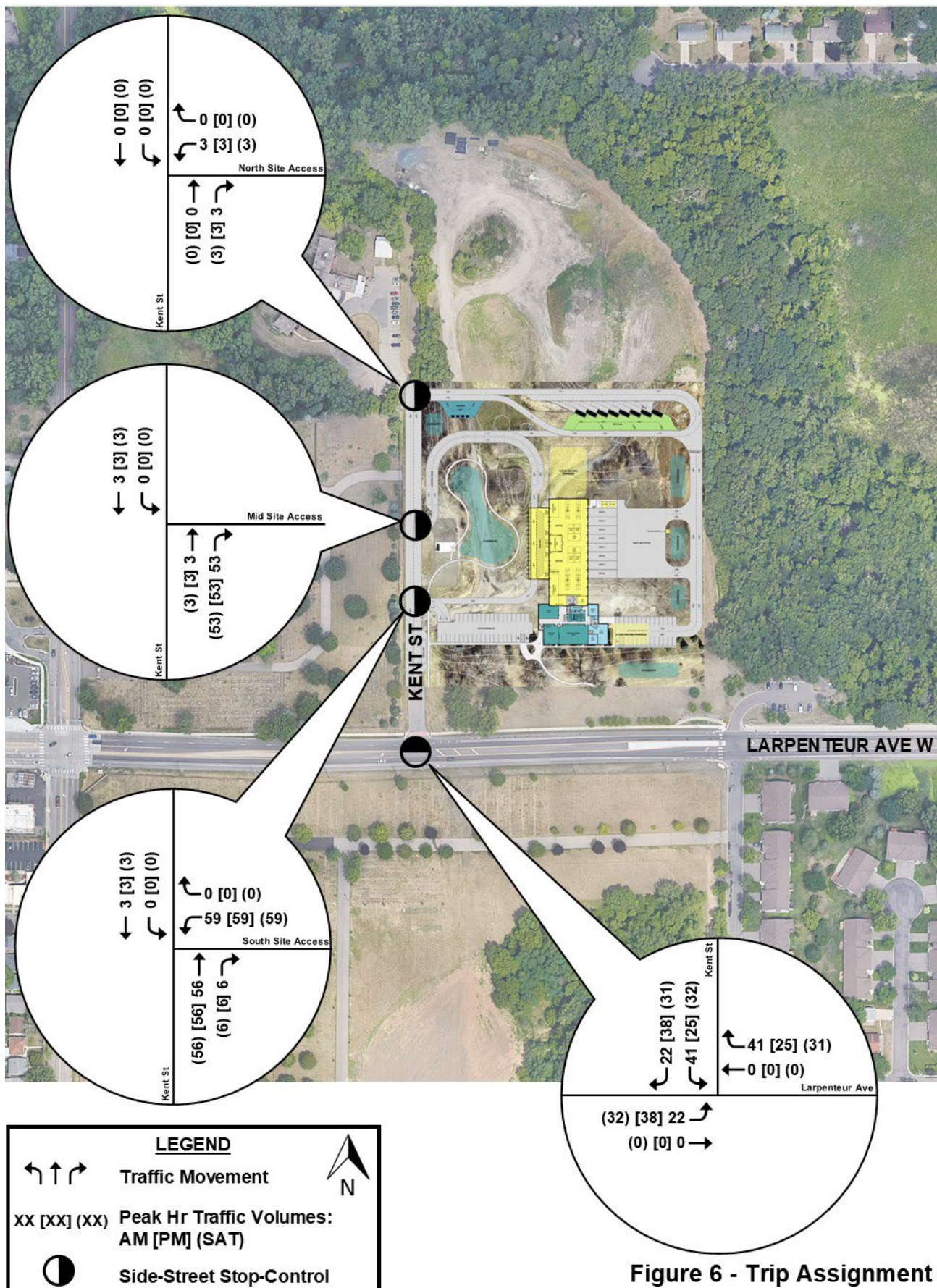


Figure 6 - Trip Assignment

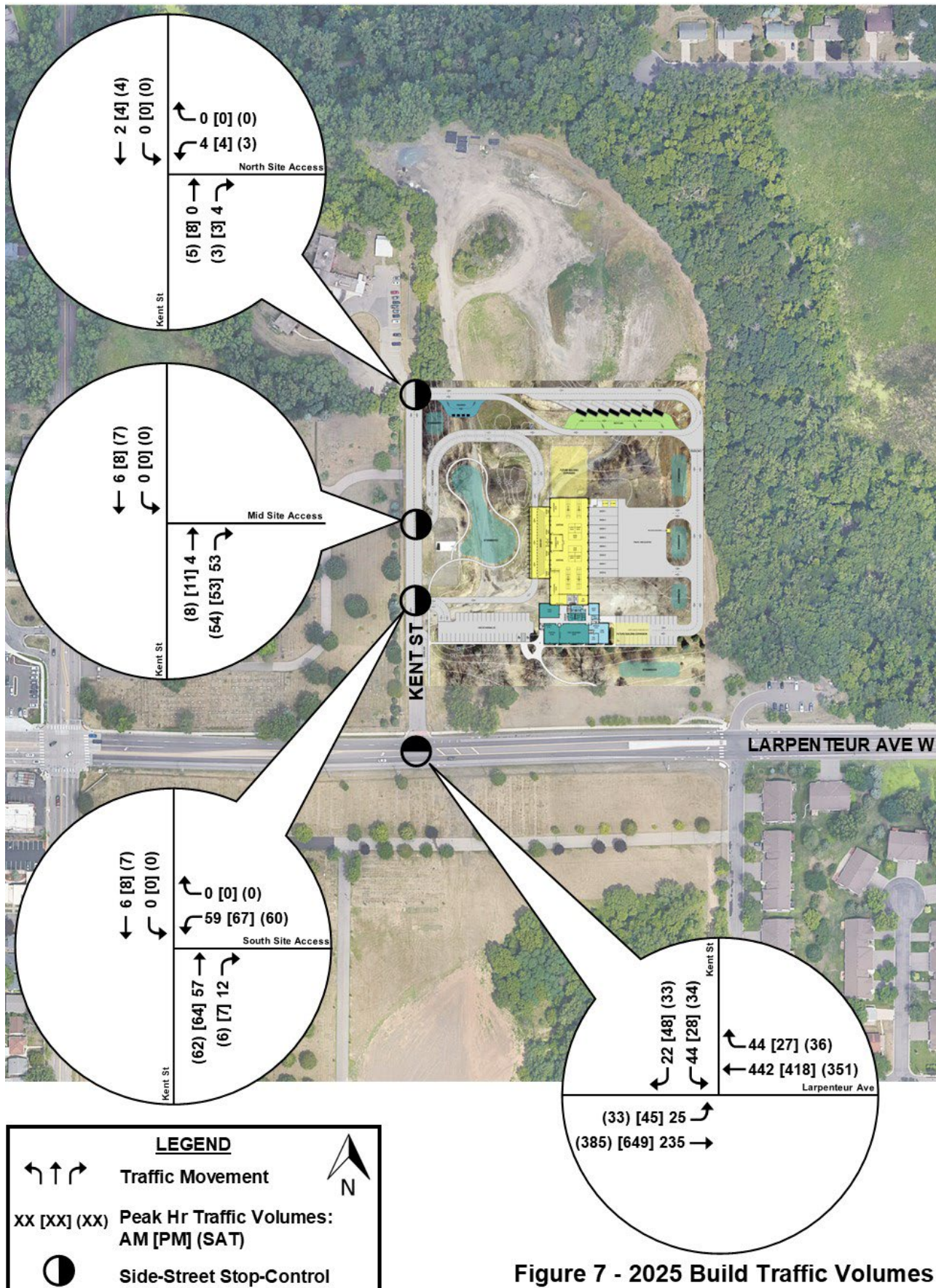


Figure 7 - 2025 Build Traffic Volumes

CHAPTER 1007 INSTITUTIONAL DISTRICT

SECTION:

- 1007.01: Statement Of Purpose
- 1007.02: Design Standards
- 1007.03: Table of Allowed Uses

1007.01: STATEMENT OF PURPOSE

The Institutional District is designed to:

- A. Permit and regulate a variety of governmental, educational, religious, and cultural uses that provide important services to the community. These uses are not located within a particular geographic area and are often in proximity to lower-density residential districts.
- B. Require appropriate transitions between higher-intensity institutional uses and adjacent lower-density residential districts.
- C. Encourage sustainable design practices that apply to buildings, private development sites, and the public realm in order to enhance the natural environment.

1007.02: DESIGN STANDARDS

The following standards apply to new buildings and major expansions of existing buildings (i.e., expansions that constitute 50% or more of building floor area) in the Institutional District. Design standards apply only to the portion of the building or site that is undergoing alteration.

- A. Corner Building Placement: At intersections, buildings shall have front and side facades aligned at or near the front property line.
- B. Entrance Orientation: Primary building entrances shall be oriented to the primary abutting public street. The entrance must have a functional door. Additional entrances may be oriented to a secondary street or parking area. Entrances shall be clearly visible and identifiable from the street and delineated with elements such as roof overhangs, recessed entries, landscaping, or similar design features.
- C. Vertical Facade Articulation: Buildings shall be designed with a base, a middle and a top, created by variations in detailing, color and materials. A single-story building need not include a middle.
 - 1. The base of the building should include elements that relate to the human scale, including doors and windows, texture, projections, awnings, and canopies.
 - 2. Articulated building tops may include varied rooflines, cornice detailing, dormers, gable ends, stepbacks of upper stories, and similar methods.
- D. Horizontal Facade Articulation: Facades greater than 40 feet in length shall be visually articulated into smaller intervals of 20 to 40 feet by one or a combination of the following techniques:
 - 1. Stepping back or extending forward a portion of the facade;
 - 2. Variations in texture, materials or details;

3. Stepbacks of upper stories; or

4. Placement of doors, windows and balconies.

E. Window and Door Openings:

1. Windows, doors, or other openings shall comprise at least 60% of the length and at least 40% of the area of any ground floor facade fronting a public street. At least 50% of the windows shall have the lower sill within 3 feet of grade.

2. Windows, doors, or other openings shall comprise at least 20% of side and rear ground floor facades not fronting a public street. On upper stories, windows, or balconies shall comprise at least 20% of the facade area.

3. Glass on windows and doors shall be clear or slightly tinted to allow views in and out of the interior. Spandrel (translucent) glass may be used on service areas.

4. Window shape, size, and patterns shall emphasize the intended organization and articulation of the building facade.

5. Displays may be placed within windows. Equipment within buildings shall be placed at least 5 feet behind windows.

F. Materials: All exterior wall finishes on any building must be a combination of the following materials: No less than 60% face brick; natural or cultured stone; pre-colored factory stained or stained on site textured pre-cast concrete panels; textured concrete block; stucco; glass; fiberglass or similar materials and no more than 40% pre-finished metal, cor-ten steel, copper, premium grade wood with mitered outside corners (e.g., cedar, redwood, and fir), or fiber cement board. Under no circumstances shall sheet metal aluminum, corrugated aluminum, asbestos, iron plain or painted, or plain concrete block be acceptable as an exterior wall material on buildings within the city. Other materials of equal quality to those listed may be approved by the Community Development Department.

G. Four-sided Building Design: Building design shall provide consistent architectural treatment on all building walls. All sides of a building must display compatible materials, although decorative elements and materials may be concentrated on street-facing facades. All facades shall contain window openings. This standard may be waived by the Community Development Department for uses that include elements such as service bays on one or more facades.

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

I. Maximum Building Length: Building length parallel to the primary abutting street shall not exceed 200 feet without a visual break such as a courtyard or recessed entry, except where a more restrictive standard is specified for a specific district.

J. Garage Doors and Loading Docks: Loading docks shall be located on rear or side facades and, to the extent feasible, garage doors should be similarly located. Garage doors of attached garages on a building front shall not exceed 50% of the total length of the building front.

K. Rooftop Equipment: Rooftop equipment, including rooftop structures related to elevators, shall be completely screened from eye level view from contiguous properties and adjacent streets. Such equipment shall be screened with parapets or other materials similar to and compatible with exterior materials and architectural treatment on the structure being served. Horizontal or vertical slats of wood material shall not be utilized for this purpose. Solar and wind energy equipment is exempt from this provision if screening would interfere with system operations.

L. Dimensional Standards:

Table 1007-1	
Minimum lot area	No requirement
Maximum building height	60 Feet
Front yard building setback (min. - Max.)	No requirement
Minimum side yard building setback	10 Feet where windows are located on a side wall or on an adjacent wall of an abutting property 20 Feet from residential lot boundary Otherwise not required
Minimum rear yard building setback	25 Feet from residential lot boundary 10 Feet from nonresidential boundary
Minimum surface parking setback	15 Feet from the property line 20 Feet from the property line abutting a residential property

M. Improvement Area: Improved area, including paved surfaces and footprints of principal and accessory buildings and structures, shall not exceed 75%.

N. Surface Parking: Surface parking on large development sites shall be divided into smaller parking areas with a maximum of 100 spaces in each area, separated by landscaped areas at least 10 feet in width. Landscaped areas shall include pedestrian walkways leading to building entrances.

O. Parking Placement: Where parking is placed between a building and the abutting street, the building shall not exceed a maximum setback of 85 feet, sufficient to provide a single drive aisle and two rows of perpendicular parking along with building entrance access and required landscaping. This setback may be extended to a maximum of 100 feet if traffic circulation, drainage and/or other site design issues are shown to require additional space. Screening along side and rear lot lines abutting residential properties is required, consistent with Section 1011.03B.

(Ord. 1435, 4-8-2013) (Ord. 1494A, 2/22/2016)

1007.03: TABLE OF ALLOWED USES

Table 1007-2 lists all permitted and conditional uses in the Institutional District.

A. Uses marked as “P” are permitted.

B. Uses marked with a “C” are allowed as conditional uses in the district where designated.

C. A “Y” in the “Standards” column indicates that specific standards must be complied with, whether the use is permitted or conditional. Standards for permitted uses are included in Chapter 1011, Property Performance Standards; standards for conditional uses are included in Chapter 1009, Procedures.

Table 1007-2	INST	Standards
Civic/Institutional		
Cemetery	P	
College, or post-secondary school, campus	C	Y
Community center	P	
Emergency services (police, fire, ambulance)	P	
Table 1007-2	INST	Standards
Government office	P	
Library	P	
Museum, cultural center	P	
Multi-purpose recreation facility, public	P	
Place of assembly	P	Y
Parking, off-site	C	Y
School, elementary or secondary	P	
Theater, performing arts center	P	
Transportation		
Maintenance facility	C	
Park and ride facility	C	
Accessory Uses, Buildings, and Structures		

Table 1007-2	INST	Standards
Accessibility ramp and other accommodations	P	
Accessory structure	P	
Athletic fields	P	
Athletic fields with lights	C	
Garden, public or community (flowers or vegetables)	P	Y
Gymnasium	P	
Portable restroom facilities	P	Y
Public announcement system	C	
Renewable energy systems	P	Y
Swimming pool	P	
Telecommunication towers	C	Y
Trash receptacle	P	

From: [McKenna, Andrea](#)
To: [Lydia Major](#); [Thomas Paschke](#)
Cc: [Homolka, James](#); [Martin Thompson](#); [Jess Vetrano](#)
Subject: RE: ESC Submittal
Date: Thursday, May 11, 2023 9:58:22 AM
Attachments: [image002.png](#)
[Environmental Service Center PowerPoint \(small file size\).pdf](#)
[Fall 22 Engagement Summary.pdf](#)
[Spring 23 Engagement Summary \(draft\).docx](#)

You don't often get email from andrea.mckennan@co.ramsey.mn.us. [Learn why this is important](#)

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

Hi Thomas,

As Lydia promised, I'm writing to share a summary of the engagement work we've conducted related to the Environmental Service Center. Below and attached is some information related to our most recent engagement work. We've conducted two rounds of engagement since last fall, and we plan to do one more round this summer.

- Fall 2022 engagement – Community feedback on proposed site location. Held four community listening sessions (two in person, two virtual) and offered an online survey. All residents within a mile radius of the proposed site were mailed an invite. 73 people attended the listening sessions, and 25 people responded to the survey. The summary of this engagement work is attached (Fall 22 Engagement Summary).
- Spring 2023 engagement – Community feedback on proposed site and building plan. Held four community listening sessions (two in person, two virtual) and offered an online survey. 32 people attended the listening sessions, and 189 people responded to the survey. We don't yet have the final summary of this engagement work, but I'm attaching a rough summary (Spring 23 Engagement Summary Draft), as well as the PowerPoint that we shared at the listening sessions (Environmental Service Center PowerPoint). When we have the final summary document complete, I'll share that.
- Summer 2023 engagement – We intend to conduct another round of community engagement this summer, when we'll be sharing proposed building designs with the public for feedback. We'd be happy to incorporate any questions that you'd like us to bring to those conversations – please let us know if you have thoughts on that.

We also conducted additional engagement in 2020 and 2021 that helped define the vision for this facility. This engagement work was broader in nature and addressed the county's waste system more generally. Would that information be helpful to see as well? If so, I'll send info on that.

Let me know if it would be helpful to have a conversation about any of this work.

Thank you!
Andrea

FALL 2022 COMMUNITY
ENGAGEMENT SUMMARY

Environmental Service Center



Ramsey County is building a new facility to provide more opportunities for residents to reduce, reuse, repair and recycle. Here's what may be included:

- Free drop-off site for recyclables, food scraps, electronic waste and household hazardous waste.
- Space for community education and resources.
- Permanent location for Fix-It Clinics where the community can get household items fixed for free and learn valuable repair skills.
- Free product reuse room where the community can find products like paints, automotive fluids and household cleaners.

Community Open Houses October 2022

Community open house engagements were conducted virtually and in person during October of 2022. Residents were invited to learn about and share their ideas about the Environmental Service Center, inquire about the new facility and programs, receive answers to their questions and concerns and see example design ideas.

Here's how residents were invited:

- Letter sent to households within one mile of proposed facility location.
- Social media and newsletters shared by the county, as well as by cities and district councils within the county.
- Focus was on residents living closest to the proposed site, but all Ramsey County residents were encouraged to attend.

Feedback received and summarized in this document is helping to inform the development of the Environmental Service Center.

Will having an Environmental Service Center encourage you to recycle more?

68% YES



54%

of residents are **very interested** in recycling and waste disposal services.

Survey Method



Online
Survey



Mentimeter
Survey



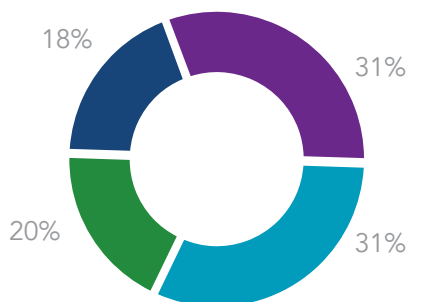
Question and Answer
at Open Houses

Residents attending were from

Saint Paul
Roseville
Arden Hills
New Brighton
North Saint Paul

Interest in Services

Which recycling and waste disposal services are you most interested in participating in?

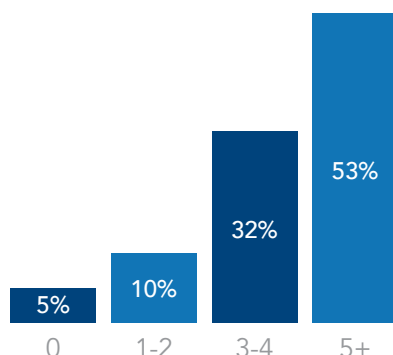


- Household hazardous waste collection
- Food scraps drop-off
- Electronic waste collection
- General recycling drop-off

Facility Use

How often do you think you will use the Environmental Service Center?

Results in times per year.



What is most exciting about the new facility?

Featured in order of how often each topic was mentioned.

- One stop shop
- Community space
- Location/accessibility
- Fix-It Clinics
- Free electronics recycling
- Recycling and waste education

Reuse and Repair

How interested are you in having reuse and repair programming?



Remaining residents are hardly or not at all interested.

How interested are you in using the free product reuse room?



Remaining residents are hardly or not at all interested.

94% of residents

are looking forward to using the Environmental Service Center.



What does Ramsey County need to consider when building the Environmental Service Center?

Featured in order of how often each topic was mentioned.

Impact on surroundings (including safety)

Accessibility (bikers, pedestrian, public transit)

Educational programming/ community space

Use of sustainable and environmentally friendly materials (in construction of facility and maintenance)

Collaboration with community



ENHANCING ENVIRONMENTAL HEALTH SERVICES

Environmental Service Center

Welcome

Presenters

- Sara Hollie, Director, Public Health
- Rae Eden Frank, Interim Division Manager, Environmental Health
- Jennifer McMaster, Director of Planning and Project Management

Objectives

- Introduce the Enhancing Environmental Health Services initiative
- Discuss plans for an Environmental Service Center
- Hear from you!



Group Agreements

- Share your thoughts and be open-minded.
- Listen actively/respectfully when others are speaking.
- Speak from your own experience instead of generalizing ("I" instead of "they," "we," and "you").
- If you have a question, please ask it respectfully and refrain from personal attacks.
- Do not dominate the conversation and allow others to be heard.

Land Acknowledgement

Every community owes its existence and vitality to generations from around the world who contributed their hopes, dreams, and energy to making the history that led to this moment. Some were brought here against their will, some were drawn to leave their distant homes in hope of a better life, and some have lived on this land since time immemorial. Truth and acknowledgment are critical to building mutual respect and connection across all barriers of heritage and difference.

We are standing on the ancestral lands of the Dakota People. We want to acknowledge the Ojibwe, the Ho Chunk and the other nations of people who also called this place home. We pay respects to their elders past and present. Please take a moment to consider the treaties made by the tribal nations that entitle non-Native people to live and work on traditional Native lands. Consider the many legacies of violence, displacement, migration, and settlement that bring us together here today. And please join us in uncovering such truths at any and all public events.

The acknowledgment given in the USDAC Honor Native Land Guide - edited to reflect Minnesota tribes. In review with SIA and endorsed by Shannon Geshick, Executive Director Minnesota Indian Affairs Council.

Ramsey County Goals and Priorities



County Goal

- Strengthen individual, family and community well-being through innovative programming, prevention and environmental stewardship.

County Strategic Priority

- Residents first: effective, efficient and accessible operations.

Enhancing Environmental Health Services

- System-wide redesign of services provided to residents.
- Motivated by resident feedback, which identified opportunities for improvement in accessibility, efficiency and scope of services.



What is an Environmental Service Center?

- Facility for the collection of recyclables, food scraps and household hazardous waste.
 - Household hazardous waste includes items such as cleaning supplies, paint, fuel, batteries, used oil, fluorescent bulbs, electronic waste and more.
- Permanent location for Fix-It Clinics.
- Free product reuse room where the community can find items like paint, automotive fluids and household cleaners.
- Space for community education programs.



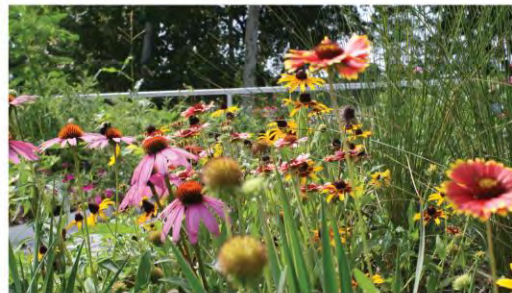


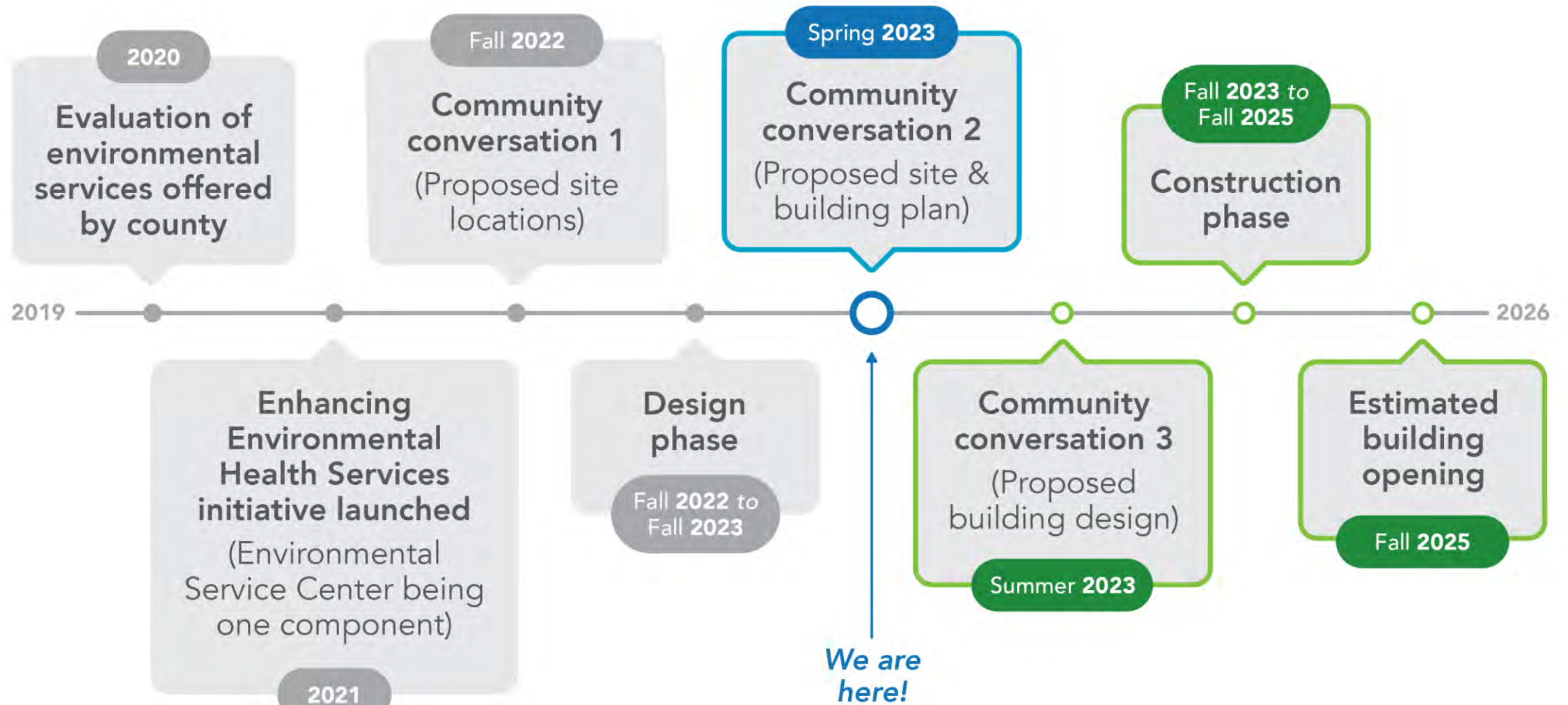
Existing facility, Washington County
Environmental Center, MN



Conceptual rendering of facility in
Pope Douglas, MN







Timeline is subject to change.

What We've Heard from You

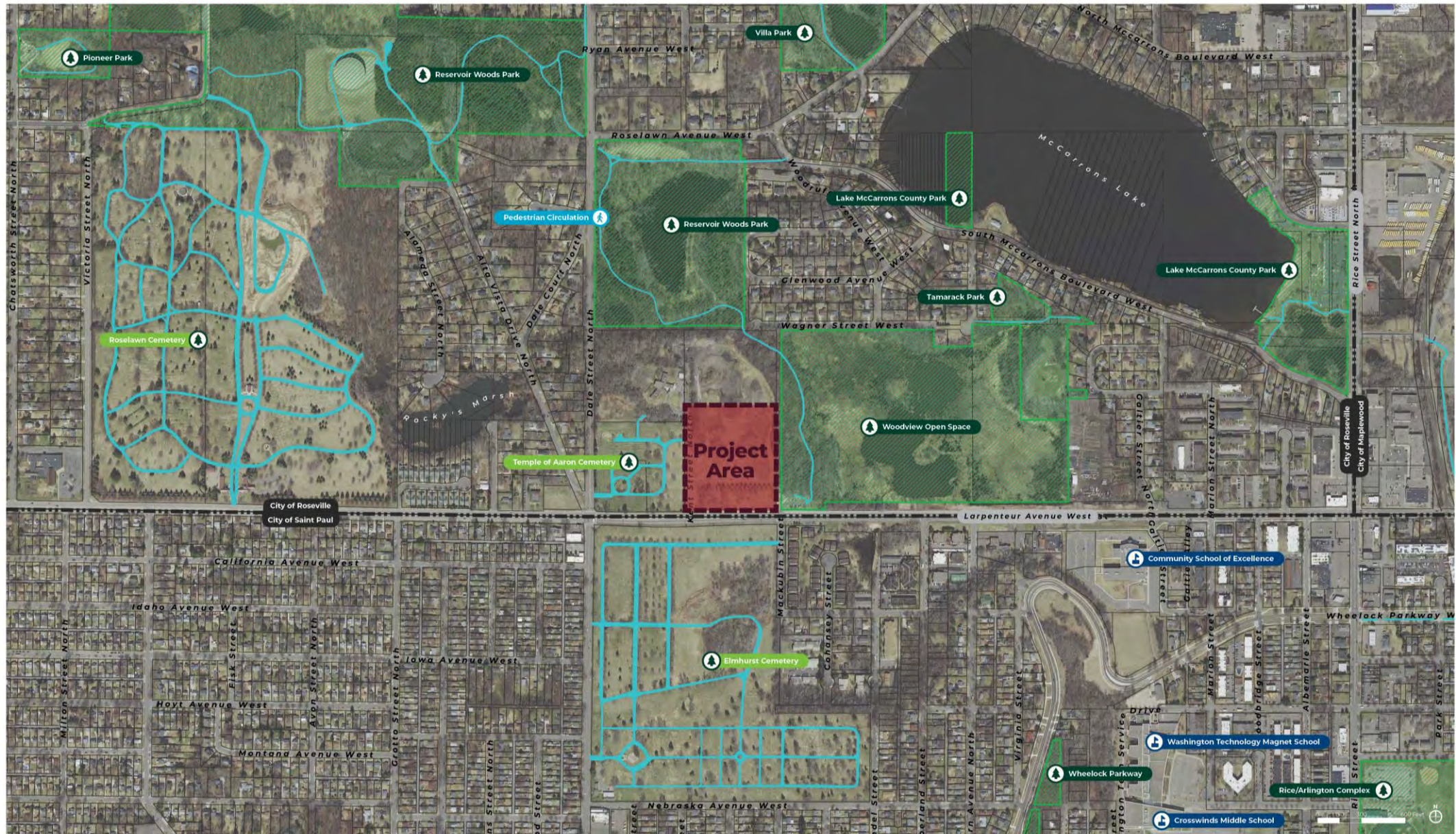
Through surveys and listening sessions conducted in fall of 2022 we heard:

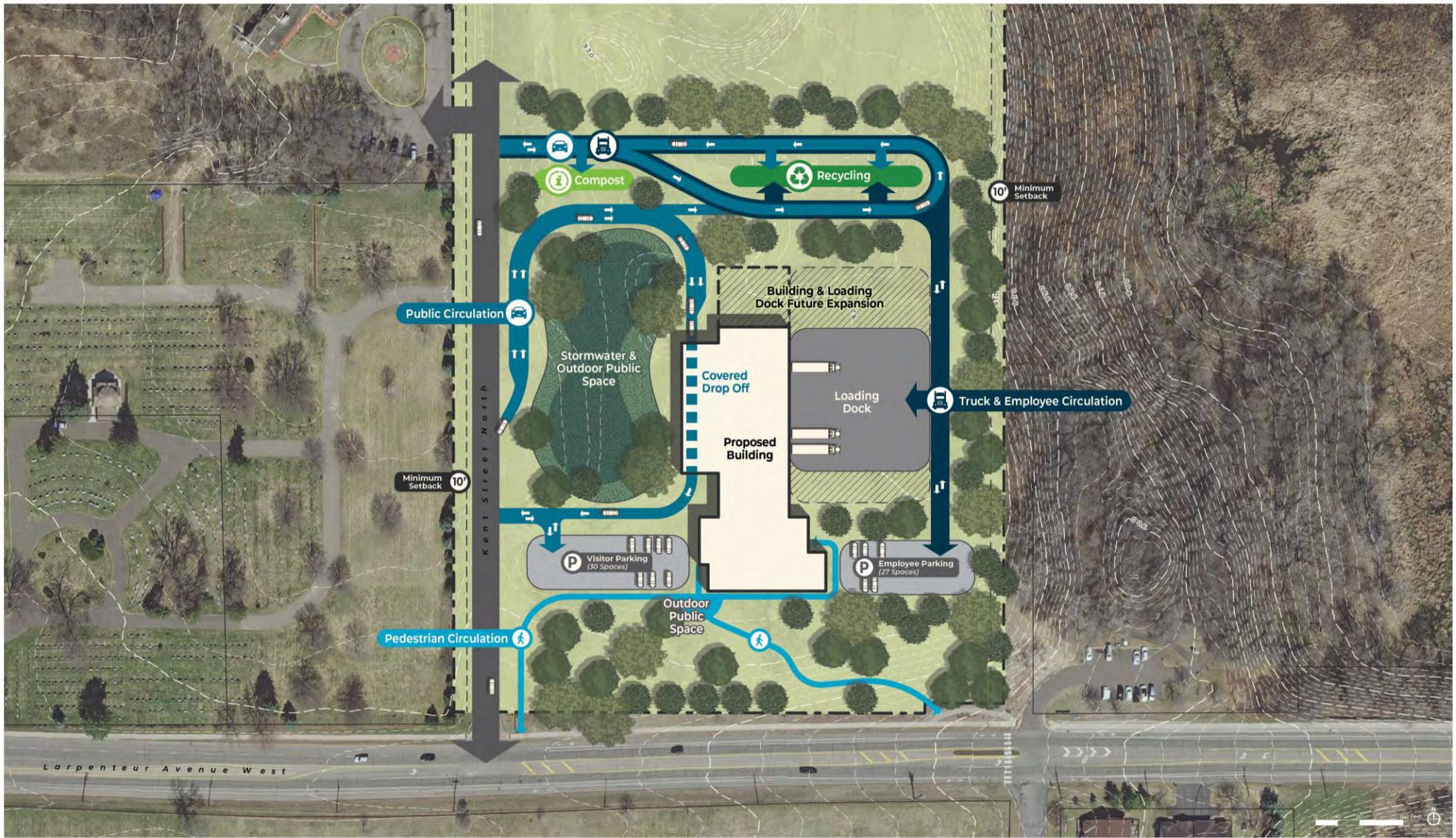
- 94% of residents are looking forward to using the new Environmental Service Center.
- Residents are excited about:
 - One-stop shop for recycling and disposal services
 - Community space
 - Convenient, accessible location
- Residents are concerned about:
 - Impact to surrounding area – traffic, safety, and noise
 - Ensuring accessibility

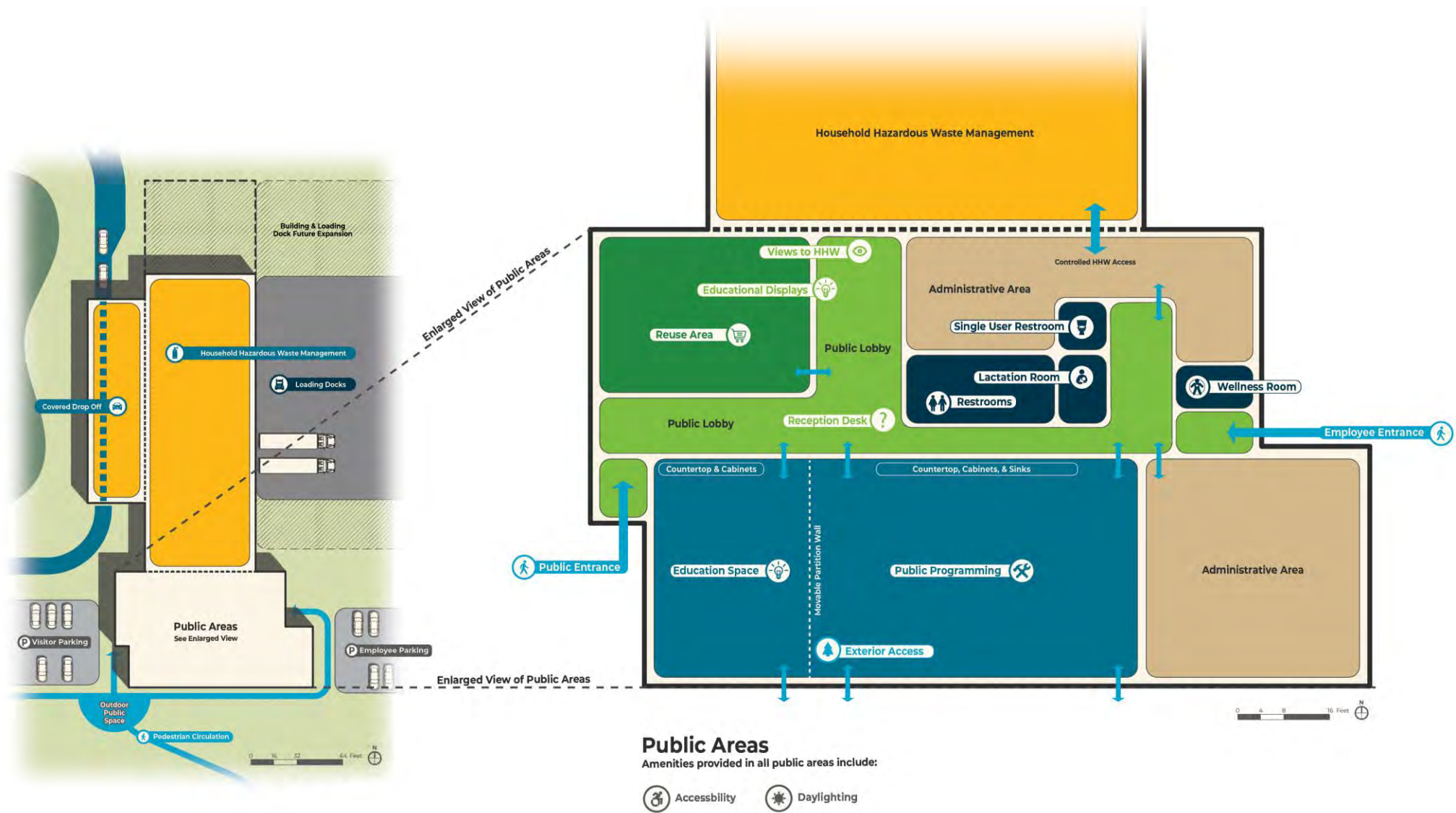
Addressing Your Concerns

- Impact to surrounding area:
 - New plantings will provide buffer between site and nearby neighbors and park
 - Hill between site and park space will help with buffering as well
 - Conducting traffic assessment to help ensure minimal traffic disruption to surrounding area
- Ensuring accessibility:
 - Site is centrally-located in county
 - Site is located along public transit lines and public walkways









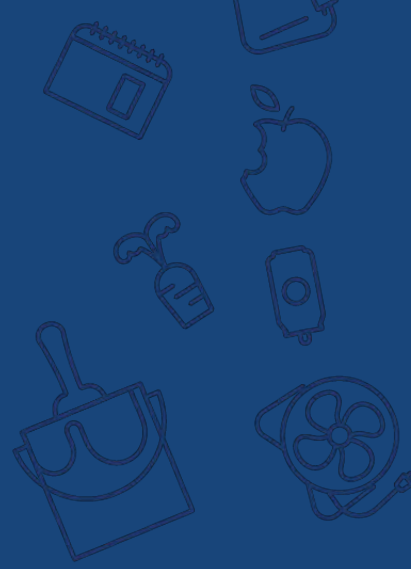
Funding Source

- The Solid Waste Fund, generated from the Ramsey County Environmental Charge, will be used to build the Environmental Service Center.
 - The County Environmental Charge is a fee on trash collection services – it's part of your trash bill
 - Projected cost range: \$27 - \$29 million
- There will be **no increase** to the existing County Environmental Charge as a result of constructing this facility.

Next Steps

- Resident survey: www.ramseycounty.us/ESC
- Community listening sessions through early April.
- Feedback gathered through this process will inform site and facility plan.
- Will have preliminary facility designs to share with community in early summer.





Questions?

www.ramseycounty.us/ESC
AskEH@ramseycounty.us

Thomas Paschke

From: Laurie Siewert <LSiewert@McManis-Monsalve.com>
Sent: Tuesday, June 6, 2023 2:35 PM
To: RV Planning
Cc: Matascastillo, Trista Louise
Subject: 6/7/23 Planning Commission Meeting; PF23_005
Attachments: RE: Mackubin and Larpenteur

You don't often get email from lsiewert@mcmanis-monsalve.com. [Learn why this is important](#)

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

Attn: Mr. Thomas Paschke
Re: Kent Street Project, PF23_005

Mr. Paschke,

I am not able to attend the Planning Commission meeting tomorrow evening, and would appreciate it if you would add this email into the record of discussion. I have read through the attachments for the project on Kent Street, PF23_005. I am concerned with your finding that the projected increased traffic on Larpenteur falls within acceptable limits. Acceptable to the user going to the new center? Or to the residents who live nearby? Adding 500 trips per day on Larpenteur will not go unnoticed to nearby residents.

Our townhome association, Cohansey Park Townhomes, is situated on Mackubin and Cohansey streets. Larpenteur is the only outlet from our neighborhood; we do not have another option when traffic backs up.

Of note, your traffic study from 2018 was done prior to the conversion of Larpenteur from 4 lanes to 3. I am glad you didn't use numbers during the pandemic, however, using a traffic study prior to the rebuild does not provide you an accurate forecast. During one of the listening sessions in 2019 for the Larpenteur conversion, the county engineer verbally shared with me that it could take over 2-1/2 minutes to turn left from Mackubin. Once Dale is similarly converted, you should expect further delays during rush hour.

I am including an email from August, 2019 to the County Engineer in charge of the Larpenteur conversion project related to traffic issues from the conversion. Promises made pre-conversion were not kept; the changes made in 2019 were made permanent in 2020, without any changes to accommodate resident concerns.

Please include a plan to re-review traffic projections on Larpenteur. Thank-you for your consideration.

Laurie Siewert

President
Cohansey Park Townhomes
1650 Mackubin Street, St. Paul, MN 55117
Office: 651-348-8860 | Cell: 651-261-6491

Links:

<https://rosevillemn.portal.civicclerk.com/event/2136/overview>

Attachment 4:

<https://civicclerk.blob.core.windows.net/stream/ROSEVILLEMN/69d7f890-8d19-46ce-8fc9-41e1ae335067.pdf?sv=2022-11-02&st=2023-06-06T16%3A12%3A56Z&se=2024-06-06T16%3A17%3A56Z&sr=b&sp=r&sig=itD973BIVJ1vVleSWmsQl07pFWPE12bql0hIdYw87y4%3D>

Attachment 6:

<https://civicclerk.blob.core.windows.net/stream/ROSEVILLEMN/d71f8baa-af3d-41cf-b873-cf48adfc5fe3.pdf?sv=2022-11-02&st=2023-06-06T16%3A12%3A56Z&se=2024-06-06T16%3A17%3A56Z&sr=b&sp=r&sig=o1nmXVMS%2Bhm5RfmwhTW4BtTGBW%2FvSZSy2t0bgt0%2BICE%3D>

EXTRACT OF THE JUNE 7, 2023 PLANNING COMMISSION DRAFT MEETING MINUTES

a. Request by LHB and Ramsey County Property Management to Consider a Zoning Code Text Amendment to §1001.10, Definitions, and the Table of Allowed Uses (1007-2) of the Institutional District, and to Consider a Conditional Use, all in Support of an Environmental Service Center at 1725 Kent Street (PF23-005)

Chair Pribyl opened the public hearing for PF23-005 at approximately 6:34 p.m. and reported on the purpose and process of a public hearing. She advised this item will be before the City Council on July 10, 2023.

Chair Pribyl indicated she was going to recuse herself and turn over the management of this item to Vice-Chair Schaffhausen. She indicated she works for the firm that is doing the design on this building but is not personally involved.

City Planner Paschke summarized the request as detailed in the staff report dated June 7, 2023.

Member McGehee asked if there was a specific reason why staff chose to make this a conditional use rather than permitted.

Mr. Paschke indicated the main reason for the conditional use over a permitted use was when the initial discussion was brought to the Planning Commission there were potential concerns or issues that were raised by Commissioners as it related to an environmental service center and the number of uses. Staff chose to require the conditional use because that is what the Planning Commission had recommended back in 2022. He noted from his perspective it could have gone either way as it related to being permitted but staff felt this was the best path to move forward.

Member McGehee noticed that the Director of Public Works had asked for the traffic study, and she wondered if he was privy to the comments that have come in regarding traffic.

Mr. Paschke explained he sent the Public Works Director the comments and he is the one that forwarded those to the Ramsey County Traffic Engineer and received the reply that is in the packet.

Vice-Chair Schaffhausen asked if this site is currently being used for this purpose.

Mr. Paschke explained it is on an annual basis. For a certain number of days there is an interim use permit to allow for the household hazardous waste.

Vice-Chair Schaffhausen thought that was reason why the Planning Commission wanted the conditional use for this site.

Vice-Chair Schaffhausen invited the applicant to come up to speak .

Ms. Lydia Major, Landscape Architect with LHB explained she was at the meeting on behalf of Ramsey County. She added that Ramsey County has done extensive community engagement around both the idea of having an environmental service center and specifically having one at this site and the response has been very positive. This is a facility that will be an amenity to the community, that will help residents of Roseville and beyond and believe this location is very well intended to serve that. She indicated the traffic has increased in the area but does not seem to have a detrimental impact on Larpenteur and to the surrounding intersections. Landscaping will be done and will protect the park and the amenities in the

park. The areas will be complimented with extensive native landscaping, pollinators, and other things that the community feels are very desired on this space. Ramsey County will also be doing its best with LHB to try to protect as many trees as possible in the front facing lot. In addition to that, the building space itself has the warehouse functions and collection functions that are expected but also has some community room and a reuse of free retail space where people can come and get paints and other materials that they would have otherwise go out and buy and they plan to incorporate the building design with the stormwater and other landscape so it is an integral indoor and outdoor space that is really a great amenity to Roseville and Ramsey County.

Public Comment

No one came forward to speak for or against this request. Chair Pribyl closed the public hearing.

MOTION

Member McGehee moved, seconded by Member Bjorum, to recommend to the City Council approval of a Zoning Code Text Amendment to §1001.10, Definitions, and the Table of Allowed Uses (1007-2) of the Institutional District, and to Consider a Conditional Use, all in Support of an Environmental Service Center at 1725 Kent Street (PF23-005).

Ayes: 5

Nays: 0

Abstain: 1 (Pribyl)

Motion carried.

City of Roseville

ORDINANCE NO. ____

AN ORDINANCE AMENDING §1001.10 (DEFINITIONS) AND TABLE 1007-2 (INSTITUTIONAL DISTRICTS TABLE OF USES) OF THE ROSEVILLE CITY CODE

The City Council of the City of Roseville does ordain:

SECTION 1. §1001.10 Definitions is hereby amended as follows:

Environmental Service Center: A multi-purpose government-owned facility where the principal use involves the collection of household hazardous waste, recycling, and organics, including associated offices and public outreach rooms

SECTION 2. Table 1007-2 is hereby amended as follows:

Table 1007-2	Inst	Standards
Emergency services	P	
Governmental offices	P	
<u>Environmental service center (ESC)</u>	<u>C</u>	
Library	P	
Museum, cultural center	P	

SECTION 3. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 10th day of July, 2023.

**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 10th day of July, 2023, at 6:00 p.m.

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

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

RESOLUTION NO. ____
**A RESOLUTION APPROVING A CONDITIONAL USE FOR AN ENVIRONMENTAL
SERVICE CENTER FOR RAMSEY COUNTY AT 1725 KENT STREET (PF23-005).**

WHEREAS, an Environmental Service Center (ESC) is a use in the Institutional (INST) district requiring an approved Conditional Use, and

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

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed CU for an ESC on June 7, 2023, voting 6-0 to recommend approval of the ESC CU for Ramsey County; and

WHEREAS, the property at 1725 Kent Street is legally described as:

Parcel ID: 132923330001

Lots 1, 2, 7 and 8, Sarah's Out Lots to St. Paul

WHEREAS, the City Council has determined that approval of the proposed ESC CU at 1725 Kent Street pursuant to 1009.02.C of the City Code will not result in adverse impacts to the surrounding properties based on the following findings:

GENERAL CONDITIONAL USE CRITERIA §1009.02.C:

a. The proposed use is not in conflict with the Comprehensive Plan. While an environmental services center doesn't appreciably advance land use goals of the Comprehensive Plan, aside from facilitating continued investment in a property, the City Council has concluded the proposed use does not conflict with land use goals outlined within the Comprehensive Plan either. More specifically, the General and Commercial Area Goals and Policies sections of the Comprehensive Plan include a number of policies related to reinvestment, redevelopment, quality development, and scale. Additionally, the Comprehensive Plan outlines several goals and strategies related to Resilience and Environmental Protection and the services offered by the ESC aid in supporting many of those stated goals, including reduction in greenhouse gas emissions through leading by example, reducing climate-related risks, and increasing community awareness of resilience and environmental protection issues. Therefore, the City Council has determined the proposed environmental service center would align with the related goals and policies of the Comprehensive Plan.

b. The proposed use is not in conflict with a Regulating Map or other adopted plan. The proposed use is not in conflict with such plans because none apply to the property.

- 39 *c. The proposed use is not in conflict with any City Code requirements.* The City Council
 40 finds the proposed environmental services center can and will meet all applicable City Code
 41 requirements; moreover, a conditional use approval can be rescinded if the approved use fails
 42 to comply with all applicable Code requirements or any conditions of the approval.
- 43 *d. The proposed use will not create an excessive burden on parks, streets, and other public*
 44 *facilities. The Planning Division does not anticipate the proposal will intensify any*
 45 *practical impacts on parks, streets, or public infrastructure.* Specifically, sanitary sewer
 46 and water in the area have acceptable capacity for the ESC project and the uses contemplated
 47 are not of the type that would generate impacts on parks and/or the trail system in the
 48 area. Specific to traffic and impacts on adjacent streets, the traffic study completed
 49 (Attachment 1) for the proposed ESC indicates the additional vehicle trips maintain
 50 acceptable operations with minimal vehicle delay and back-ups. Ramsey County staff will
 51 also review the traffic study and provide comments as Larpenteur Avenue is a county road.
- 52 *e. The proposed use will not be injurious to the surrounding neighborhood, will not*
 53 *negatively impact traffic or property values, and will not otherwise harm the public health,*
 54 *safety, and general welfare.* While the proposed ESC is designed to handle household
 55 hazardous waste and certain recyclables, these items are processed with care when unloaded,
 56 sorted, and stored for further processing and removal. Similarly, materials deemed
 57 hazardous are removed and stored in appropriately designed storage rooms for safe housing
 58 in accordance with the applicable code requirements either within or outside the facility.
 59 Likewise, the proposed ESC does not lie adjacent to any residential neighborhoods, but
 60 instead is situated adjacent to County open space (wetland), Reservoir Woods, and Temple of
 61 Aaron Cemetery. The nearest residential area lies to the north, approximately 1,000 feet from
 62 the residential homes along Wagner Street. Correspondingly, there will be an increase in
 63 traffic on Larpenteur Avenue, Dale Street, and Rice Street. However, these roadways and
 64 intersections are adequately designed to handle the increase in daily trips to this site.
 65 Consequently, the City Council has determined the proposed ESC will not be injurious to the
 66 surrounding neighborhood, will not negatively impact traffic or property values, and will not
 67 otherwise harm public health, safety, and general welfare.

68 NOW THEREFORE BE IT RESOLVED, by the Roseville City Council to APPROVE
 69 the requested Conditional Use for an Environmental Service Center at 1725 Kent Street, based
 70 on the submitted site and development plans, subject to the following conditions:

- 71 1. The Environmental Service Center should be constructed similarly to the plans
 72 submitted dated May 5, 2023 and provided as a component of Request for Planning
 73 Commission Action dated June 7, 2023 and in accordance with the Roseville City Code.
 74 The motion for the adoption of the foregoing resolution was duly seconded by Council Member
 75 _____ and upon vote being taken thereon, the following voted in favor: _____;
 76 and _____ voted against.

77 WHEREUPON said resolution was declared duly passed and adopted.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 10.f

Department Approval

Janice Gundlach

City Manager Approval

Decca D

Item Description: Approve the renewal of a short term rental license for 1885 Shady Beach Avenue

BACKGROUND

Chapter 909 of City Code requires the licensing of non-owner occupied short term rentals of dwelling units, subject to certain exemptions. On February 13, 2023 the City Council adopted amendments to Chapter 909, which stopped the issuance of any new short term rental licenses but allowed renewals of previously approved licenses. The original short term rental license for 1885 Shady Beach Avenue was issued on June 22, 2021. On May 1, 2023, an application for renewal of the short term rental license was submitted by the property owner. The property is a four bedroom, single family home. The property owner has certified and attested to the requirement of lodging tax payment, as well as, the maximum occupancy of four or less unrelated adults or one family. The subject property's current short term rental license is valid through June 22, 2023. There have been no nuisance or property maintenance violations in the last five years that impact the ability of the license to be issued. Short term rentals licenses include the requirement of minimum stays based on on-season (10 days) and off-season (7 days) times of the year.

Upon renewal, the license will be valid for 365 days from the expiration date of the current license. A current copy of the license must be posted in the rental unit, along with current copies of City Code Sections 405, 407 and 602. A draft of the license is provided as Attachment B.

The applicant has supplied all required license information and paid the license fee of \$515. In accordance with Section 909.03, the process for licensure is outlined in Chapter 301, which requires presentation to the City Council. Based upon the requirements outlined in ordinance, the property owner is entitled to the license.

POLICY OBJECTIVE

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

BUDGET IMPLICATIONS

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

RACIAL EQUITY IMPACT SUMMARY

Staff has not identified any racial equity impacts related to this action.

27 **STAFF RECOMMENDATION**

28 Staff recommends the approval of a one year renewal of a short term rental license for 1885 Shady
29 Beach Avenue.

30 **REQUESTED COUNCIL ACTION**

31 By motion, approve the renewal of the short term rental license for 1885 Shady Beach Avenue.

Prepared by: David Englund, Building Official, David.englund@cityofroseville.com 651-792-7087

Attachments: A: Short Term Rental License Application B: Draft copy of license

[Menu](#)[Reports](#)[Help](#)File Date: 05/01/2023Application Status: In ReviewApplication Detail: DetailApplication Type: Short-Term Rental License RenewalAddress: 1085 Shady Beach Ave N Roseville MN 55113

Custom Fields: UNIT DETAILS

Unit Type

Single-Family Home

Number of Bedrooms

4

CERTIFICATION AND ATTESTATION

Attestation to Occupancy Limits

✓

Attestation to Payment of Lodging Tax

✓

Contact Info: Contact Type Organization Name

License Holder

Agent

Contact Primary Address

Mallons, PO Box 17254

Status

Active

Active

Name

Michelle Mulvehill

Owner Name:

Owner Address:

DBA Name:

Total Fee Assessed: \$525.30Total Fee Invoiced: \$525.30Balance: \$0.00

Workflow Status: Task

Assigned To

Status

Status Date

Action By

License Issuance

Jan Rosemeyer

Initiated by Product: AV360

ATTACHMENT B

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

This rental dwelling unit is hereby licensed in accordance with Chapter 909 of Roseville City Code.

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

License Number: STR23-004

Owner: Michelle Mulvehill

Phone: 651-XXX-XXXX Email: mmvt@me.com

Address: 1885 Shady Beach Ave

Expiration: 6/22/2024

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

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

In the Unit:

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

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

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

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

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

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

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

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

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

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

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

Extension Cords may be used only for portable appliances.

Address Numbers must be clearly visible from the street.

Occupancy:

Rental Units may house 4 unrelated adults or 1 family.

Storage/Waste:

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

Vehicles/Driveway/Parking:

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

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

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

Yard:

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

Noise:

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

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

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

Pets:

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

WHEN ISSUES ARISE

For an emergency, call 9-1-1

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

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

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 10.g

Department Approval

Janice Gundlach

City Manager Approval

Decca

Item Description: Approve the renewal of a short term rental license for 257 South McCarrons Blvd W

BACKGROUND

Chapter 909 of City Code requires the licensing of non-owner occupied short term rentals of dwelling units, subject to certain exemptions. On February 13, 2023 the City Council adopted amendments to Chapter 909, which stopped the issuance of any new short term rental licenses but allowed renewals of previously approved licenses. The original short term rental license for 257 South McCarrons Boulevard West was issued on July 13, 2021. On May 25, 2023, an application for renewal of the short term rental license was submitted by the property owner. The property is a five bedroom, single family home. The property owner has certified and attested to the requirement of lodging tax payment, as well as, the maximum occupancy of four or less unrelated adults or one family. The subject property's current short term rental license is valid through July 14, 2023. There have been no nuisance or property maintenance violations since the property received their initial short term rental license. Short term rentals licenses include the requirement of minimum stays based on on-season (10 days) and off-season (7 days) times of the year.

Upon renewal, the license will be valid for 365 days from the expiration date of the current license. A current copy of the license must be posted in the rental unit, along with current copies of City Code Sections 405, 407 and 602. A draft of the license is provided as Attachment B.

The applicant has supplied all required license information and paid the license fee of \$515. In accordance with Section 909.03, the process for licensure is outlined in Chapter 301, which requires presentation to the City Council. Based upon the requirements outlined in ordinance, the property owner is entitled to the license.

POLICY OBJECTIVE

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

BUDGET IMPLICATIONS

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

RACIAL EQUITY IMPACT SUMMARY

Staff has not identified any racial equity impacts related to this action.

27 **STAFF RECOMMENDATION**

28 Staff recommends the approval of a one year renewal of a short term rental license for 257 South
29 McCarrons Blvd W.

30 **REQUESTED COUNCIL ACTION**

31 By motion, approve the renewal of the short term rental license for 257 South McCarrons Blvd W.

32

Prepared by: David Englund, Building Official, David.englund@cityofroseville.com 651-792-7087

Attachments: A: Short Term Rental License Application B: Draft copy of license

File Date: 05/25/2023
Application Status: In Review
Application Detail: Detail
Application Type: Short-Term Rental License Renewal
Address: 257 South McCarrons Blvd W Roseville MN 55113

Custom Fields: UNIT DETAILS
Unit Type Number of Bedrooms
Single-Family Home 5

CERTIFICATION AND ATTESTATION
Attestation to Occupancy Limits Attestation to Payment of Lodging Tax

Contact Info:	Contact Type	Organization Name	Contact Primary Address	Status	Name
	Agent		Mailing, 257 S McCarro...	Active	Eric Carrara
	License Holder		Mailing, 257 S McCarro...	Active	Eric Carrara
Owner Name:					
Owner Address:					
DBA Name:					
Total Fee Assessed: \$525.30					
Total Fee Invoiced: \$525.30					
Balance: \$0.00					
Workflow Status:	Task	Assigned To	Status	Status Date	Action By
	License Issuance	Jan Rosemeyer			
Initiated by Product: ACA					

ATTACHMENT B

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

This rental dwelling unit is hereby licensed in accordance with Chapter 909 of Roseville City Code.

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

License Number: STR23-002

Owner: Eric Carrara

Phone: 651-XXX-XXXX

Email: eric@carraraco.com

Address: 257 S McCarrons Blvd W

Expiration: 7/14/2024

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

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

In the Unit:

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

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

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

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

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

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

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

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

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

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

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

Extension Cords may be used only for portable appliances.

Address Numbers must be clearly visible from the street.

Occupancy:

Rental Units may house 4 unrelated adults or 1 family.

Storage/Waste:

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

Vehicles/Driveway/Parking:

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

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

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

Yard:

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

Noise:

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

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

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

Pets:

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

WHEN ISSUES ARISE

For an emergency, call 9-1-1

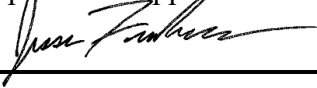
- For maintenance issues, contact the property owner (see contact information in box above).
- For legal matters (such as leases), contact the Minnesota Attorney General's Office at 651-296-3353 or www.ag.state.mn.us
- If the property owner is not maintaining the property, call Roseville Code Enforcement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

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

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 10, 2023
Item No.: 10.h

Department Approval



City Manager Approval



Item Description: Approve 1415 County Road B West Project Agreement and Pathway Easement Agreement

BACKGROUND

As part of the Roseville Apartments Redevelopment, located at 1415 County Road B West, the developer, Apartments Roseville, LLC, has worked with the City to develop a project agreement (Attachment B) required for the construction of a new 6-foot wide concrete public pathway on the west side of Albert Street North adjacent to the project (see Site Plan in Attachment A).

All work would be done through the developer's contractor. All costs for the improvements would be paid by the developer. The estimated cost of construction of the public infrastructure is \$22,232. The developer will provide a construction security in the amount of 150% of the estimated cost of construction, \$33,348, in the event the developer fails to perform. The City will observe the construction. The developer will pay the City \$889 for these inspection services.

The new pathway will be owned and maintained by the City indefinitely. To be able to maintain the pathway, the City requested a pathway easement (Attachment C).

The public improvements are planned to be completed by December 1, 2024.

The City Attorney has reviewed the agreement.

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

The estimated cost of these improvements, based on preliminary figures provided by the developer's contractor, is approximately \$22,232. The developer will provide a construction security in the amount of 150% of the estimated cost of construction, \$33,348.

The agreement, as presented, has the developer paying for all the costs of the improvement including: design, inspection, construction and City staff time related to the improvement. The developer will pay the City \$889 to cover staff time overseeing the project.

There are no costs to the City for the project agreement nor for the pathway easement.

RACIAL EQUITY IMPACT SUMMARY

There should be no equity impacts associated with this agreement.

28 **STAFF RECOMMENDATION**

29 Staff recommends the City Council approve the 1415 County Road B West Project Agreement and
30 Pathway Easement Agreement.

31 **REQUESTED COUNCIL ACTION**

32 Motion to approve the 1415 County Road B West Project Agreement.

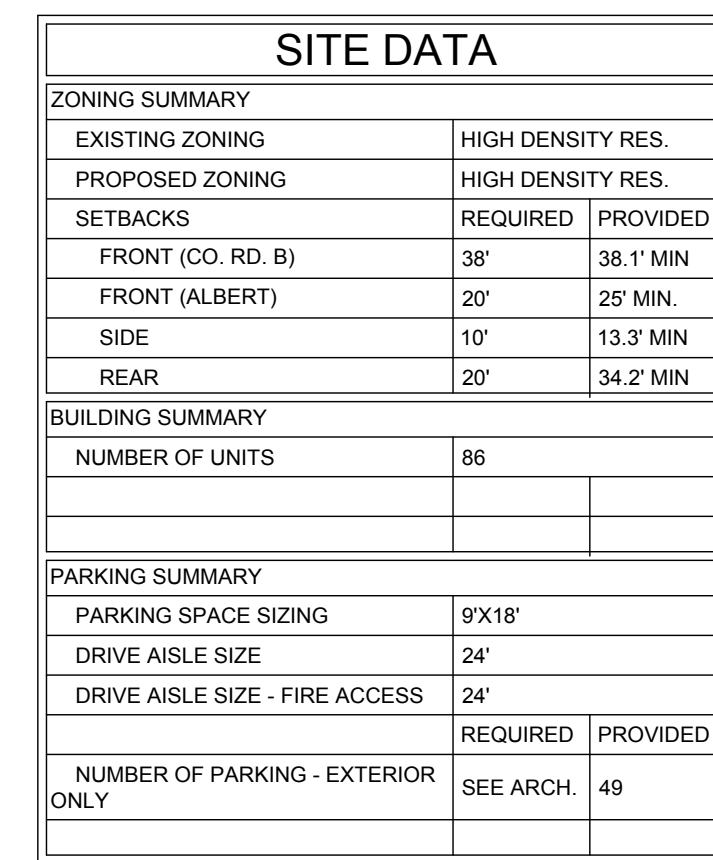
33 Motion to approve the 1415 County Road B West Pathway Easement Agreement.

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

Attachments: A: Site Plan
B: Project Agreement
C: Pathway Easement Agreement

BRICK BY BRICK DEVELOPMENT, LLC

© COPYRIGHT 2022 CIVIL SITE GROUP, INC.



SITE AREA TABLE:

SITE AREA CALCULATIONS				
	EXISTING CONDITION		PROPOSED CONDITION	
BUILDING COVERAGE	0 SF	0.0%	30,129 SF	30.4%
ALL PAVEMENTS	1,279 SF	1.3%	28,638 SF	28.9%
ALL NON-PAVEMENTS	97,707 SF	98.7%	40,219 SF	40.6%
TOTAL SITE AREA	98,986 SF	100.0%	98,986 SF	100.0%

IMPERVIOUS SURFACE				
EXISTING CONDITION	1,279 SF	1.3%		
PROPOSED CONDITION	58,767 SF	59.4%		
DIFFERENCE (EX. VS PROP.)	57,488 SF	58.1%		

SPECIALTY PAVEMENT (IF APPLICABLE) - PROVIDE BID FOR THE FOLLOWING OPTIONS, INCLUDE VARIATIONS OF BASE MATERIAL AND OTHER NECESSARY COMPONENTS.

1. STAMPED & COLORED CONCRETE
2. CONCRETE PAVERS

MAKERS, COLORS, MODELS, & PATTERN TO BE INCLUDED IN SHOP DRAWINGS SUBMITTAL PRIOR TO CONSTRUCTION.

LIGHT DUTY BITUMINOUS PAVEMENT (IF APPLICABLE), SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH, SEE DETAIL.

HEAVY DUTY BITUMINOUS PAVEMENT (IF APPLICABLE), SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH, SEE DETAIL.

CONCRETE PAVEMENT (IF APPLICABLE) AS SPECIFIED (PAD OR WALK) SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & CONCRETE DEPTHS, WITHIN ROW SEE CITY DETAIL, WITHIN PRIVATE PROPERTY SEE CSG DETAIL.

PROPERTY LINE

CONSTRUCTION LIMITS

CURB AND GUTTER-SEE NOTES (T.O.) TIP OUT GUTTER WHERE APPLICABLE-SEE PLAN

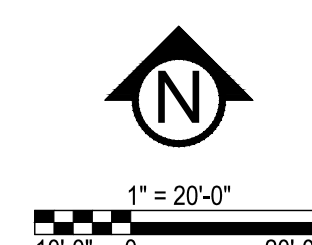

 SIGN AND POST ASSEMBLY. SHOP DRAWINGS REQUIRE
 HC = ACCESSIBLE SIGN
 NP = NO PARKING FIRE LANE
 ST = STOP
 CP = COMPACT CAR PARKING ONLY


 ACCESSIBILITY ARROW (IF APPLICABLE) DO NOT
 PAINT.

SEE SHEET C0.1 FOR GENERAL SITE
PLAN NOTES



Know what's below.
Call before you dig.



SITE PLAN

C2.0

© COPYRIGHT 2022 CIVIL SITE GROUP INC.

**CITY OF ROSEVILLE
PROJECT AGREEMENT
1415 County Road B West**

THIS PROJECT AGREEMENT (“Agreement”) is made this ____ day of _____, 2023, by and between the City of Roseville, a municipal corporation under the laws of the State of Minnesota (the “City”) and **Apartments Roseville**, a Limited Liability Corporation under the laws of the State of Minnesota (the “Developer”) (Together the “Parties”).

RECITALS

- A. Developer is the fee owner of real property (the “Property”) in the City of Roseville (the “Property”) legally described as follows:

That part of the Southwest quarter of the Southeast quarter of the Southwest quarter of Section 10, Township 29, Range 23, Ramsey County, Minnesota, described as follows: Beginning at the intersection of the South line of said quarter quarter quarter Section with a line parallel with and 60 feet West of the East line of said quarter quarter quarter Section; thence north along said 60 foot line, a distance of 357.0 feet to an iron monument and the beginning of a curve bearing Northwesterly; thence Northwesterly along a curve with its tangent parallel to County Road B and a radius of 357.20 feet, a distance of 185.0 feet; thence Southwesterly 194.80 feet to the intersection of a line 340.0 feet West of and parallel with the East line of said quarter quarter quarter Section at a point 239.0 feet North of the South line of said quarter quarter quarter Section; thence South along said parallel line 239.0 feet; thence East 280 feet to the point of beginning. Subject to County Road B. Torrens Property; Certificate No. 361221

Exhibit A and Ramsey County, Minnesota PID 102923340006

- B. Developer intends to construct an apartment building at **1415 County Road B West**, on the Property (the “Project”) which will include construction of a public sidewalk along Albert Street North.
- C. The City Council took the following action related to the Project (together the “City Approvals”): Approved residential density greater than 24 dwelling units per acre in support of a proposed apartment project (PF22-012) on November 28, 2022.
- D. The City and the Developer now desire to enter into this Project Agreement (“Agreement”) setting forth certain requirements and obligations relating to the development of the Property, including but not limited to the execution and recording of certain instruments, and payment of fees and other obligations related to the Property.

- E. The Developer shall install or cause to be installed and pay for the following (the “Improvements”) as reflected in the Site Plan, and all plans related to the Project that have been approved by the City (the “Approved Plans”),
- a. Reuse or removal of existing sanitary sewer and water wyes/services
 - b. Surface improvements (paved streets, pathways, etc.)
 - c. Site grading
 - d. Landscaping
 - e. Other items as necessary to complete the development as stipulated herein or in other agreements.

NOW, therefore, for good and valuable consideration, the receipt and sufficiency of which are acknowledge, the Parties agree as follows:

ARTICLE ONE CONSTRUCTION OF IMPROVEMENTS

1.01 Prerequisites to Construction of Improvements. Before commencing construction of the Improvements, the Developer must satisfy all of the following conditions precedent:

- a) Developer has provided proof that Developer is the fee owner of the Property and that that no other parties have an interest in the Property other than those that have been disclosed to and accepted by the City;
- b) This Agreement has been executed by the Developer and the City and recorded with Ramsey County by the Developer;
- c) The Easement Agreement for the pathway along Albert Street North has been executed by the Developer and the City and recorded with Ramsey County by the Developer;
- d) The right-of-way or sidewalk easement needed to include the existing sidewalk along County Road B has been legally conveyed to Ramsey County;
- e) A Stormwater Operations and Maintenance Plan has been approved by the City, and a Stormwater Operations and Maintenance Agreement has been executed by the Developer and the City and recorded with Ramsey County by the Developer;
- f) The Developer has received all required land use approvals and other permits from the City (the “City Approvals”);
- g) The Developer has received City approval of all Plans as defined in Section 1.02 herein;
- h) The Developer has received all required approvals from other governmental agencies including Minnesota Pollution Control Agency, Minnesota Department of Health

Ramsey County, and Rice Creek Watershed District (the “Additional Approvals” together with the City Approvals, “All Required Approvals”);

- i) Developer has paid all outstanding fees to the City;
- j) The City has received the required Construction Security (as defined in Section 4.01) and Cost Escrow (as defined in Section 4.02) from or on behalf of the Developer;
- k) Developer has submitted final engineering and construction plans in digital (required) and hard copy (if requested) format for the Improvements and has received approval by the City Engineer (the “Approved Plans” as defined in Section 1.02);
- l) Developer or Developer’s representative has initiated and attended a preconstruction meeting with the City Engineer and other City staff;
- m) The Developer has submitted to the City, the required Park Impact fees equal to \$4,250 for each dwelling unit development beyond the 57 units that could be permitted by right under the requirements and incentives of the Zoning Code;
- n) The Developer has submitted to the City, \$889.30 in Engineering Coordinator Fees for Construction Observation as described in Section 2.03; and
- o) The City has issued a Notice to Proceed and all conditions precedent have been satisfied.

1.02 Approved Plans. The Property shall be developed in accordance with the following plans, specifications and other documents and approved by the City Engineer (together the “Approved Plans”). These documents may be prepared after the parties have entered into this Agreement, provided however, no work shall be commenced on the Property until all of the documents have been submitted to and approved by the City. The Approved Plans shall not be attached to this Agreement, but shall be retained in the City files while the work to be done under this Agreement is being performed. If the Plans vary from the written terms of this Agreement, the written terms shall control. The Approved Plans are as follows:

- a) Plans and Specifications for Apartments at 1415 County Road B West
 - a. Removals
 - b. Tree Preservation Plan
 - c. Site Plans
 - d. Hydrant Space & Truck Turn
 - e. Grading Plan
 - f. Utility Plan
 - g. Civil Details
 - h. Landscape Plan
 - i. SWPPP

1.03 Construction of Public Improvements. The development of the Project will include construction of certain Improvements to current or future public property (the “Public Improvements”). All Public Improvements must be constructed in accordance with City details and specifications and the Approved Plans (as defined in Section 1.02). All labor and work must be done and performed in the best and most workerlike manner and in strict conformance with the Approved Plans. Any deviation from the Approved Plans must be preapproved in writing by the City Engineer. Public Improvements shall consist of the following;

- a) Public Pathways. A 6-foot wide sidewalk shall be constructed along Albert Street North from the northern property line to the intersection with County Road B.

1.04 Public Dedication and Ownership.

- a) Parkland Fees/Dedication. The Developer acknowledges that the Project will increase the need for City parkland and other open space for current City residents and future residents of the Project. Developer agrees that the park impact fees equal to \$123,250, or \$4,250 for each dwelling unit development beyond the 57 units that could be permitted by right under the requirements and incentives of the Zoning Code, pursuant to this Agreement are reasonably related to and roughly proportionate with the need created by the Project.
- b) Easement/Right of Way Dedication. The Developer shall convey to the City the sidewalk easement as described in **Exhibit B** for public use and shall be recorded prior to acceptance of the Improvements.
- c) Ownership of Improvements and Risk of Loss. Upon completion and City acceptance of the Public Improvements by the City Council, all Public Improvements lying within public rights-of-way and easements shall become City property without further notice or action. The Developer shall be responsible for the risk of loss of all Public Improvements constructed by the Developer until ownership thereof passes to the City. Any damage or destruction, in whole or in part, to any Public Improvement constructed by the Developer shall be repaired and/or replaced by the Developer until ownership of such Public Improvement passes to the City. Upon acceptance of the public improvement, the Developer shall warranty all work for a one-year period by providing a warranty bond.

1.05 Work or Materials. All work that the Developer is required to perform pursuant to this Agreement shall be done at no expense to the City. No reimbursement shall be made by the City for any work paid for by the Developer. The Developer agrees that they will make no claim for compensation for work or materials so done or furnished.

1.06 Construction of Private Improvements. The development of the Project will consist of construction of certain Improvements on private property (the “Private Improvements”). All

Private Improvements must be constructed in accordance with City details and specifications and the Approved Plans (as defined in Section 1.02). All labor and work will be done and performed in the best and most workerlike manner and in strict conformance with the Approved Plans. Any deviation from the Approved Plans must be preapproved in writing by the City Engineer.

- a) Private Street Construction: Street improvements include subgrade preparation, gravel base, bituminous surfacing, and concrete curb and gutters. The Developer is required to follow the MnDOT schedule for materials control for testing the work. Developer-contracted testing shall be performed by a qualified third party. The City reserves the right to additional testing as necessary to ensure proper construction, at the Developer's expense. A test roll of the street subgrade shall be passed prior to acceptance of the subgrade work by the City. Public Street Restoration: curb cuts and street cuts shall be reconstructed to match existing street typical section. Utility trenches shall be restored by the Developer per City standard plate.
- b) Private Pathways: Pathways will be constructed by Developer in front of the apartment building and to connect to public pathways.
- c) Private Sanitary Sewer. The Developer shall construct all sanitary sewer pipes determined to be necessary by the City to serve the Property, including services. All sanitary sewer shall be televised, at the Developer's expense, prior to the installation of the aggregate base, concrete curb and gutter, and bituminous. No roadway construction shall be commenced until the City has reviewed and approved the televising tapes. All televising media shall be submitted on a City-approved digital format.
- d) Private Watermain. The Developer shall construct all watermain improvements determined by the City to be necessary to serve the Property, including hydrants, valves and services. Any construction that would require shut-offs of existing watermain shall be coordinated with City Utilities staff.
- e) Private Storm Sewer. The Developer shall construct all storm sewer improvements, including stormwater best management practices (BMPs), determined to be necessary by the City to serve the Property, including the construction of inlets and outlets.
 - 1. Infiltration and filtration BMPs shall be protected from excess compaction and sediment during construction. Pre- and post-construction percolation testing is required. If these BMPs do not function as designed, the Developer shall reconstruct them as directed by the City Engineer.
 - 2. All storm sewer shall be televised, at the Developer's expense, prior to the installation of the aggregate base, concrete curb and gutter, and bituminous.

No roadway construction shall be commenced until the City has reviewed and approved the televising tapes. All televising media shall be submitted on in a City-approved digital format.

- f) Site Grading and Restoration: Site grading improvements shall include common excavation, subgrade correction, and embankment grading. The Developer shall perform restoration on the Property in accordance with the Approved Plans.
1. The Developer shall submit to the City a site grading and drainage plan for the entire Project, including future phases in multi-phase development, acceptable to the City showing the grades and drainage for each lot prior to installation of the improvements.
 2. The Developer shall submit a certificate of survey (as-built survey) of the development to the City after site grading, with street and lot grades.
 3. All improvements to the lots and the final grading shall comply with the approved grading plan.

ARTICLE TWO CONSTRUCTION STANDARDS

2.01 Staking, Surveying and Inspections. Developer must provide all required staking and surveying for the Improvements in order to ensure that the completed Improvements conform to the Approved Plans.

2.02 Observation. The Developer shall provide the services of a Project Representative and assistants at the site to provide continuous observation of the work to be performed and the improvements to be constructed under this Agreement.

- a. The Developer shall provide the City Engineer a minimum of two business days' notice prior to the commencement of the underground pipe laying and service connection; and prior to subgrade, gravel base and bituminous surface construction.
- b. Developer's failure to comply with the terms of this section shall permit the City Engineer to issue a stop work order which may result in a rejection of the work and which shall obligate the Developer to take all reasonable steps, as directed by the City Engineer to ensure that the improvements are constructed and inspected pursuant to the terms of this Agreement; and shall further result in the assessment of a penalty, in an amount equal to 1% per occurrence, of the amount of the Letter of Credit required for Developer improvements, which amount the Developer agrees to pay to the City upon demand.
- c. The Developer is required to follow the MnDOT schedule for materials control for testing the work. Developer-contracted testing shall be performed by a qualified third

party. All tests should be submitted to the City for review and approval. The City reserves the right to additional testing as necessary to ensure proper construction, at the Developer's expense.

2.03 Engineering Coordination. A City staff Engineering Coordinator shall be assigned to this project to provide further protection for the City against defects and deficiencies in the work and Public Improvements through the observations of the work in progress and field checks of materials and equipment. However, the furnishing of such engineering coordination will not make the City responsible for construction means, methods, techniques, sequences or procedures or for the safety precautions or programs, or for the Contractors failure to perform his work in accordance with the Plans. The Developer is obligated to pay the City for City Construction Observation services an amount equal to 4% of the estimated cost of the Public Improvements, which amount is **\$889.30**.

2.04 Unsatisfactory Labor or Material. In the event that the City Engineer rejects as defective or unsuitable any material, then such material must be removed and replaced with approved material at the sole cost and expense of the Developer.

2.05 Completion of Public Improvements, Final Inspection, Acceptance.

a) Time of Completion. The Developer shall complete all required all Public Improvements no later than December 1, 2024. The Developer may, submit a written request for an extension of time to the City Engineer. If an extension is granted, it shall be conditioned upon updating the Construction Escrow posted by the Developer to reflect cost increases and the extended completion date.

b) Bituminous and Concrete Material Acceptance. The City shall not accept concrete flatwork or curb and gutter that has structural or cosmetic defects. The City shall identify all defective panels and curbs for removal. The City shall not accept bituminous that does not meet MnDOT specifications that has an open graded appearance as determined by the City Engineer. Such material shall be rejected and shall be required to be removed and replaced at the Developer's expense.

2.06 As-built Plans. Upon completion of the Improvements, the Developer shall provide the City with drawings of all public and private infrastructure improvements in accordance with City Guidelines: (i) a full set of as-built plans in a digital PDF format, and (ii) an as-built survey in a CAD format, for City records. Upon request by the City Engineer, the Developer will provide sufficient information to the City documenting to the Developer's work, including any changes that affect the Approved Plans. The improvements shall not be accepted, nor shall security retainage be released until all record drawings have be received and accepted by the City Engineer.

2.07 Maintenance of Improvements. Developer shall be responsible for all maintenance, upkeep and repair (including, but not limited to snow plowing, mowing, weed control, and grading) of the privately-owned Improvements; and for the Public Improvements until completed and accepted

by the City. Developer shall remain responsible for all maintenance and upkeep of Improvements that are not transferred to the City. Developer hereby agrees to indemnify and hold the City harmless from any and all claims for damages of any nature whatsoever arising out of Developer's acts or omissions in performing the obligations imposed by this paragraph.

2.08 Building Permits and Occupancy.

- a. In order to provide emergency vehicle access, a passable Class 5 road base must be extended to within 150 feet of any address seeking a building permit.
- b. No occupancy of any newly constructed building in the Project may occur until installation and approval of curb and gutter and bituminous base course; a hard surface driveway and parking; lot and appropriate ground cover, and a certificate of occupancy has been issued by the City Building Official. The Developer shall maintain reasonable access to any occupied building within the Project, including necessary street maintenance such as grading and graveling and snow removal prior to permanent street surfacing and acceptance of the streets by the City.

2.09 Underground Utilities. The Developer shall contact the electric, telecommunications, gas and other private utility companies that are authorized to provide service to the Property for the purpose of ascertaining whether any of those utility providers intend to install underground lines within the Project. Any costs associated with the installation of underground utilities required by the utility companies shall be solely borne by the Developer or the utility company. The Developer shall arrange for the installation of underground electric, telecommunications, gas and other private utilities before the and pavement is installed. The Developer agrees to comply with applicable requirements of franchise ordinances in effect in the City, copies of which are available from the City Clerk.

2.10 Site Conditions.

a) Cleaning. The Developer shall clean dirt and debris from streets that has resulted from construction work by their respective contractors, subcontractors, agents or assigns. The City will inspect the Property not less than on a weekly basis to determine whether it is necessary to take additional measures to clean dirt and debris from the streets. After 24 hours verbal notice to the Developer, the City may complete or contract to complete the clean-up and may draw down on the Construction Escrow described in Article Four to pay such costs.

b) Parking and Storage of Materials. Adequate on-site parking for construction vehicles and employees must be provided or provisions must be made to have employees park off-site and be shuttled to the Project Area. No parking of construction vehicles or employee vehicles shall occur along County Road B, Albert Street North, nor Sandhurst Drive West. No fill, excavating material or construction materials shall be stored in the public right-of-way.

d) Cold Weather Construction. The City requires that no public concrete or bituminous infrastructure be constructed on frozen ground. Upon evidence of frozen ground in

the project aggregate base/subgrade, all concrete and bituminous work shall cease for the construction year. No bituminous base paving or concrete pouring will be allowed after November 1st of the calendar year, unless approved by the City Engineer, and if permitted such work shall comply with City specifications.

2.11 Construction Hours; Noise; Dust. Developer will comply with all requirements of the City pertaining to the hours and days during which construction activities may take place. Unless a variance is approved by the City Council, construction hours shall be 7:00 a.m. to 9:00 p.m. Monday through Friday and 9:00 a.m. to 9:00 p.m. on weekends.

2.12 Street Signs, Lighting, and Mailboxes. The Developer shall be financially responsible for the cost of the City to furnish and install street signage per the Approved Plans. If lighting is installed, all costs to install new street lights shall be solely at the cost of the Developer. Developer is required to supply and install cluster mailboxes as approved by the City and for which such placement must be approved by the USPS Postmaster.

2.13 Erosion Control. Prior to issuance of the Notice to Proceed, the erosion control plan must be approved and City erosion control permit must be issued. The Developer shall meet all requirements of the City's Erosion Control Permit and Ordinance including but not limited to the following.

- a) No construction activity may occur and no building permits will be issued unless the Property is in full compliance with the erosion control requirements.
- b) Measures shall be installed in compliance with MPCA NPDES permit requirements, if required.
- c) The City shall inspect the site periodically and determine whether it is necessary to take additional measures to address erosion.
- d) To remove dirt and debris from streets that has resulted from construction work by the Developer, its agents or assigns, the Developer shall sweep streets within the project area, and adjacent streets if tracking is observed, on a weekly basis or more frequently as directed by the City Engineer until the site is stabilized. The Developer must sweep roadways with a water-discharge broom apparatus. Kick-off brooms shall not be utilized for street sweeping.
- e) If the development on the Property does not comply with the erosion control plan or supplementary instructions received from the City, the City may, following giving the After 48-hours verbal notice to the Developer (or immediately in the case of an emergency), the City may complete or contract to complete the clean-up and may draw down on the Permit, Project or Construction Escrow described in Section 4.01 to pay such costs.

ARTICLE THREE EASEMENT; RIGHT OF ENTRY

3.02 To the City. The Developer grants to the City, its agents, representatives, employees, officers, and contractors, a right of entry to access all areas of the Property to perform any and all work and inspections necessary or deemed appropriate by the City or to take any corrective actions deemed necessary by the City. The right of entry conveyed by the Developer to the City shall continue until the completion of the Improvements. The City will provide the Developer with reasonable notice prior to exercising its rights hereunder, except in the case of an emergency.

ARTICLE FOUR SECURITY, WARRANTY

4.01 Construction Security. Prior to commencement of construction of the Public Improvements, the Developer will furnish the City a list of all Public Improvements and an estimated cost of such Public Improvements, attached hereto as **Exhibit C**, for approval by the City Engineer. Based on those approved costs, Developer will furnish the Construction Security in the form of: cash to be held in escrow, an irrevocable Letter of Credit, or a bond approved by the City Attorney, the total amount of which must be equal to 150% of the estimated project costs **(\$33,348.75)** for the Public Improvements.

- a) Renewal. In the event Developer posts a Bond or provides a Letter of Credit for the Security, the Bond or Letter of Credit must continue in full force and effect until the City has approved and accepted the Public Improvements. A Letter of Credit must automatically renew at the first of the year until the City releases the developer from responsibility.
- b) Failure to Complete. Upon failure of the Developer to timely perform work on the Public Improvements or to complete work on the Public Improvements within the time of completion referenced in Section 2.05.a, the City may declare the Developer to be in default as to the Public Improvements and draw an amount from the Construction Security necessary to complete the unfinished work and any City costs associated. Associated costs may include but are not limited to, any attorneys' fees, engineering fees or other technical or professional assistance, including the work of the City staff and employees. The Developer shall be liable to the City to the extent that the Construction Security is inadequate to reimburse the City its costs and pay for the completion of the work.
- c) Reduction of Construction Security. Upon the Developers written request, the City Engineer may reduce the amount of the Construction Security for completed Public Improvements provided the following conditions are met:
 - 1. The Developer's Engineer of record certifies that the Public Improvements have been constructed to City Standards and in accordance with the Plans.

2. The Developer provides documentation that its contractors and all their subcontractors and suppliers have been paid in full for the work completed and materials supplied.

3. The City Engineer determines that such Public Improvements have been fully completed in accordance with the Plans, specifications and provisions of this Agreement.

4. The amount of reduction shall be equal to that portion of the Construction Security which covers such completed Public Improvements; provided however, in no case shall the remaining amount of the Construction Security be less than the greater of: (i) 25% of the original amount of the Construction Security, or (ii) 150% of the estimated cost to complete the remaining Public Improvements.

b) Release of Construction Security. After the work described in this Agreement has been completed, the Developer may request that the City accept the Public Improvements and release the Construction Security. This is accomplished through a City Council resolution provided the following conditions are met:

1. As-built Survey. The Developer shall provide an as-built survey upon completion of the Improvements described in Section 1.02 in reproducible and digital (CAD) format. The locations and elevations of sewer and water services shall be accurately shown on the survey.

2. Certification. The Developer's engineer submits a letter certifying that the Public Improvements have been constructed to City Standards in accordance with the Plans and requests that the City accept the Public Improvements.

3. Lien Waivers. The Developer provides documentation that its contractors and their subcontractors and suppliers have been paid in full for the work completed and the materials supplied.

4. Warranty. Warranty is provided to the City per Section 4.03.

5. Determination of Completion. The City Engineer and the City Council have determined that all Public Improvements have been completed in accordance with the Plans, specifications and terms of this Agreement. The date of City acceptance of the Public Improvements shall be the date of the City Council resolution accepting the Public Improvements

4.02. Escrow for Costs. Prior to entering in to this Agreement, the Developer has deposited a cash escrow in the amount of **\$2,000**, to pay Administrative Costs. "Administrative Costs" are defined as out-of-pocket costs incurred by the City, together with staff, legal, engineering, and all other consultant costs of the City, all attributable to or incurred in connection with the Project, but

not including Construction Observation. At the Developer's request, but no more often than monthly, the City will provide the Developer with a written report including invoices, time sheets or other comparable evidence of expenditures for Administrative Costs and the outstanding balance of funds deposited. If Administrative Costs incurred, and reasonably anticipated to be incurred, are more than the deposit by the Developer, Developer will, upon request of the City, provide additional funds. If the Administrative Costs incurred, and reasonably anticipated to be incurred are less than the deposit by the Developer, the City shall return to the Developer any funds not anticipated to be needed. The City shall return the unused escrow balance to the Developer, at the address noted in Section 7.06, no later than six months after the acceptance of the Improvements by the City.

4.03 Warranty. The Developer warrants the Public Improvements and all work required to be performed by the Developer hereunder against poor material and faulty workmanship for a period of one (1) year after its completion and acceptance by the City. The Developer shall repair or replace as directed by the City and at the Developer's sole cost and expense: (i) any and all faulty work, (ii) any and all poor quality and/or defective materials, and (iii) any and all trees, plantings, grass and/or sod which are dead, are not of good quality and/or are diseased, as determined in the sole but reasonable opinion of the City or its Engineer, provided the City or its Engineer gives notice of such defect to Developer with respect to such items on or before 60 days following the expiration of the one year warranty period. In order to guarantee that such corrections will be made, the Developer shall post maintenance bonds in the cost estimate for improvements in **Exhibit C** or cash to the City to secure the warranties described herein, which bonds or other security shall be in addition to the escrows described herein.

ARTICLE FIVE OTHER REQUIREMENTS

5.01. Indemnification. Notwithstanding anything to the contrary in this Agreement, the City, its officials, agents and employees shall not be personally liable or responsible in any manner to the Developer or their respective contractors or subcontractors, material suppliers, laborers or to any other person or persons for any claim, demand, damages, actions or causes of action of any kind or character arising out of or by reason of the execution of this Agreement or the performance and completion of the work required by this Agreement. The Developer will hold the City, its officials, agents and employees harmless from all such claims, demands, damages, or causes of action and the costs, disbursements, and expenses of defending the same, including but not limited to, attorneys' fees, consulting engineering services, and other technical or professional assistance, including the work of City staff and employees. The Developer further agrees that they will indemnify, defend, and hold harmless the City and its governing body members, officers, and employees, from any claims or actions arising out of the presence, if any, of hazardous wastes or pollutants on the Subject Property. Nothing in this section will be construed to limit or affect any limitations on liability of the City under State or federal law, including without limitation Minnesota Statutes Sections 466.04 and 604.02.

5.02. Insurance. The Developer must keep all insurance coverage in force at all times that construction on the development is in progress. The insurance must name the City as an additional insured. The Developer shall, respectively, furnish certificate of insurance acceptable to the City, covering any public liability or property damage by reason of the operation of their equipment, laborers, and hazard caused by the Improvements, and include at least the following:

- a) Comprehensive general liability insurance (including operations, contingent liability, operations of subcontractors, completed operations and contractual liability insurance) together with any Agreement or Policy with limits against bodily injury, including death, and property damage (to include, but not be limited to damages caused by erosion or flooding) which may arise out of Developer's work or the work of any of their contractors. The exclusion for underground collapse shall be removed.
- b) Limits for bodily injury or death shall not be less than \$1,000,000.00 for one person and \$1,500,000.00 for each occurrence; limits for property damage shall not be less than \$2,000,000.00 for each occurrence.
- c) Worker's compensation insurance, with statutory coverage, if applicable.
- d) Developer shall file a Certificate of Insurance with the City Engineer prior to commencing site grading. Developer shall be responsible for insuring that the Certificate bear the following wording:

Should any of the above policies be canceled or terminated before the expiration date thereof, the issuing company shall give thirty (30) days written notice of cancellation or termination to the Certificate Holder.

5.04 Real Estate Taxes. The Developer shall pay all real estate taxes associated with the Property and owed for the year in which the Project is constructed, and the Developer shall provide proof to the City of such payment. If the Developer is required to convey any property to the City after July 1 of any calendar year, it shall be solely responsible for all real estate taxes owed on said property through the following calendar year.

ARTICLE SIX DEFAULT AND REMEDIES

6.01 Default by Developer. In the event of default by the Developer, the City may pursue any remedy at law or equity to enforce the terms of this Agreement. In the event of a Default as to any of the work to be performed hereunder by the Developer, their successors or assigns, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer is first given notice of the work in default, not less than 72 hours in advance. The City is granted the right to declare any sums provided by this Agreement due and payable in full, and the City may immediately bring legal action against

the Developer to collect the sums covered by this Agreement and/or draw upon the Construction Escrow described in Article Four of this Agreement. In the event the City draws from the Construction Escrow sums that exceed the costs or damage to the City, the City will return such excess amounts.

6.02 Complete Improvements-Right of Entry. In addition to the City's other remedies under this Agreement, if the Developer's breach involves failure to complete the Improvements, the City is hereby authorized, at its option, to enter on portions of the Property covered by this Agreement, to complete the installation of any or all of the Improvements to which the default relates.

6.04 Rights Cumulative. No remedy conferred in this Agreement is intended to be exclusive and each shall be cumulative and shall be in addition to every other remedy. The election of any one or more remedies shall not constitute a waiver of any other remedy.

6.05 Attorney Fees. The Developer will pay the City's costs and expenses, including attorneys' fees, incurred in connection with the Project and in connection with any lawsuit or action that is brought by or against the City relating to the Project, this Agreement, or a Letter of Credit furnished by the Developer relating to the Project.

ARTICLE SEVEN MISCELLANEOUS PROVISIONS

7.01. Amendment. Any amendment to this Agreement must be in writing and signed by all parties and recorded against the property.

7.02. Assignment. The Developer may not transfer or assign any of its obligations under this Agreement without the prior written consent of the City Council.

7.03. Agreement to Run with Land. The Developer agrees to record this Agreement among the land records of Ramsey County. The provisions of this Agreement shall run with the land and be binding upon Developer and its successors in interest and assigns. Notwithstanding the foregoing, no conveyance of the Property or any part thereof shall relieve the Developer of its liability for full performance of this Agreement unless the City expressly so releases the Developer in writing.

7.04. Release. Upon completion and approval of all work required herein, including completion of the Improvements and acceptance of the Improvements to be transferred to the City, and satisfaction of all of the Developer's respective obligations under this Agreement, the City agrees to execute an instrument releasing all lots from the terms of this Agreement.

7.05. Severability. The provisions of this Agreement are severable, and in the event that any provision of this Agreement is found invalid, the remaining provisions shall remain in full force and effect.

7.06. Notices. All notices, certificates or other communications required to be given to City Developer shall be sufficiently given and shall be deemed given when delivered or when deposited in the United States mail, first class, with postage fully prepaid and addressed as follows:

CITY:

City of Roseville
2660 Civic Center Drive
Roseville, MN 55113
Attn: City Engineer

DEVELOPER:

Apartments Roseville, LLC
900 American Blvd. E, Suite 300
Bloomington, MN 55420
Attn: Vishal Dutt

The City and Developer, by written notice, may designate different addresses to which subsequent notice, certificate or other communications should be sent.

7.07 No Third-Party Beneficiary. This Agreement and any financial guarantees required pursuant to its terms are not intended for the benefit of any third party.

7.08 Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. The Developer agrees to comply with all laws, ordinances, and regulations of Minnesota and the City that are applicable to the Project.

7.09 Counterparts. This Agreement may be executed simultaneously in any number of counterparts, each of which shall be an original and shall constitute one and the same Agreement.

7.10 Non-waiver. Each right, power or remedy conferred, respectively, upon the City or Developer by this Agreement is cumulative and in addition to every other right, power or remedy, express or implied, now or hereafter arising, or available to the City, the Developer at law or in equity, or under any other agreement. Each and every right, power and remedy set forth in this Agreement or otherwise so existing may be exercised from time to time as often and in such order as may be deemed expedient by the City or the Developer, as the case may be, and shall not be a waiver of the right to exercise at any time thereafter any other right, power or remedy. If either party waives in writing any default or nonperformance by the other party, such waiver shall be deemed to apply only to such event and shall not waive any other prior or subsequent default.

SIGNATURES:

IN WITNESS OF THE ABOVE, the duly authorized representatives of the parties have caused this Agreement to be executed in duplicate on the date and year written above.

CITY OF ROSEVILLE

By: _____
Daniel J. Roe, Mayor

By: _____
Patrick Trudgeon, City Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by Daniel J. Roe and by Patrick Trudgeon, the Mayor and City Manager, respectively, of the City of Roseville, a Minnesota municipal corporation, on behalf of the City.

Notary Public

IN WITNESS OF THE ABOVE, the duly authorized representatives of the parties have caused this Agreement to be executed in duplicate on the date and year written above.

APARTMENTS ROSEVILLE, LLC

By: _____
Its: _____

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023,
by _____, the _____, of _____ on behalf of
the _____.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Kennedy & Graven, Chartered (RGT)
150 South Fifth Street, Suite 700
Minneapolis, Minnesota 55402-1299
Telephone: 612-337-9300

**EXHIBIT A
PROJECT ALTA SURVEY**

THE SW 1/4 OF SEC. 10, TWP. 29, R. 23

THE SE 1/4 OF SEC. 10, TWP. 29, R. 23

ALBERT ST N
(A Public R/W)

COUNTY ROAD B WEST
(A Public R/W)

SANDHURST DR W
(A Public R/W)

NO BUILDINGS

SEC. 10, TWP. 29, R. 23

LOT 1

LOT 2

LOT 3

LOT 4

LOT 5

LOT 6

LOT 7

LOT 8

LOT 9

LOT 10

LOT 11

LOT 12

LOT 13

LOT 14

LOT 15

LOT 16

LOT 17

LOT 18

LOT 19

LOT 20

LOT 21

LOT 22

LOT 23

LOT 24

LOT 25

LOT 26

LOT 27

LOT 28

LOT 29

LOT 30

LOT 31

LOT 32

LOT 33

LOT 34

LOT 35

LOT 36

LOT 37

LOT 38

LOT 39

LOT 40

LOT 41

LOT 42

LOT 43

LOT 44

LOT 45

LOT 46

LOT 47

LOT 48

LOT 49

LOT 50

LOT 51

LOT 52

LOT 53

LOT 54

LOT 55

LOT 56

LOT 57

LOT 58

LOT 59

LOT 60

LOT 61

LOT 62

LOT 63

LOT 64

LOT 65

LOT 66

LOT 67

LOT 68

LOT 69

LOT 70

LOT 71

LOT 72

LOT 73

LOT 74

LOT 75

LOT 76

LOT 77

LOT 78

LOT 79

LOT 80

LOT 81

LOT 82

LOT 83

LOT 84

LOT 85

LOT 86

LOT 87

LOT 88

LOT 89

LOT 90

LOT 91

LOT 92

LOT 93

LOT 94

LOT 95

LOT 96

LOT 97

LOT 98

LOT 99

LOT 100

LOT 101

LOT 102

LOT 103

LOT 104

LOT 105

LOT 106

LOT 107

LOT 108

LOT 109

LOT 110

LOT 111

LOT 112

LOT 113

LOT 114

LOT 115

LOT 116

LOT 117

LOT 118

LOT 119

LOT 120

LOT 121

LOT 122

LOT 123

LOT 124

LOT 125

LOT 126

LOT 127

LOT 128

LOT 129

LOT 130

LOT 131

LOT 132

LOT 133

LOT 134

LOT 135

LOT 136

LOT 137

LOT 138

LOT 139

LOT 140

LOT 141

LOT 142

LOT 143

LOT 144

LOT 145

LOT 146

LOT 147

LOT 148

LOT 149

LOT 150

LOT 151

LOT 152

LOT 153

LOT 154

LOT 155

LOT 156

LOT 157

LOT 158

LOT 159

LOT 160

LOT 161

LOT 162

LOT 163

LOT 164

LOT 165

LOT 166

LOT 167

LOT 168

LOT 169

LOT 170

LOT 171

LOT 172

LOT 173

LOT 174

LOT 175

LOT 176

LOT 177

LOT 178

LOT 179

LOT 180

LOT 181

LOT 182

LOT 183

LOT 184

LOT 185

LOT 186

LOT 187

LOT 188

LOT 189

LOT 190

LOT 191

LOT 192

LOT 193

LOT 194

LOT 195

LOT 196

LOT 197

LOT 198

LOT 199

LOT 200

LOT 201

LOT 202

LOT 203

LOT 204

LOT 205

LOT 206

LOT 207

LOT 208

LOT 209

LOT 210

LOT 211

LOT 212

LOT 213

LOT 214

LOT 215

LOT 216

LOT 217

LOT 218

LOT 219

LOT 220

LOT 221

LOT 222

LOT 223

LOT 224

LOT 225

LOT 226

LOT 227

LOT 228

LOT 229

LOT 230

LOT 231

LOT 232

LOT 233

LOT 234

LOT 235

LOT 236

LOT 237

LOT 238

LOT 239

LOT 240

LOT 241

LOT 242

LOT 243

LOT 244

LOT 245

LOT 246

LOT 247

LOT 248

LOT 249

LOT 250

LOT 251

LOT 252

LOT 253

LOT 254

LOT 255

LOT 256

LOT 257

LOT 258

LOT 259

The part of the Southwest quarter of the Southeast quarter of Section 11, Township 29N, Range 23E, Sutter County, Minnesota, described as follows: Beginning at the intersection of the South one-half and East quarter quarter corners with a line parallel with and 60 feet West of the East line of said quarter quarter Section, thence north along said 60 foot line, a distance of 353.0 feet to a iron monument and the beginning of a curve bearing West-northwest, thence Northwest along a curve with its tangent parallel to County Road 4 and a radius of 4757.20 feet, a station of 185 feet to the intersection of a 150.0 foot thick cut and quarter and the East line of said quarter quarter Section, thence North along said 150.0 foot thick cut and quarter quarter Section, thence South along and parallel the 200.0 feet thickened East 400 feet to the point of beginning. Subject to County Road B.

1. Bearings are based on the Rumsey County Coordinate System (1986 Adjustment).
2. Elevations are based on the NGVD 29 Datum. See Benchmark are as follows:

- [illegible]

- [illegible]

SURVEY REPORT

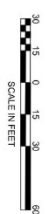
- [illegible]

ALTA CERTIFICATION

This is a survey that this survey is prepared in accordance with the 2021 Minimum Standard Detail Requirements for AIA/CES and LEED AP, and includes items 1, 2, 3, 4, 7(a), 8, 9, and 13 of Table A thereof. The reference was completed on 08-30-2022.

Signed this 15th day of September, 2022.

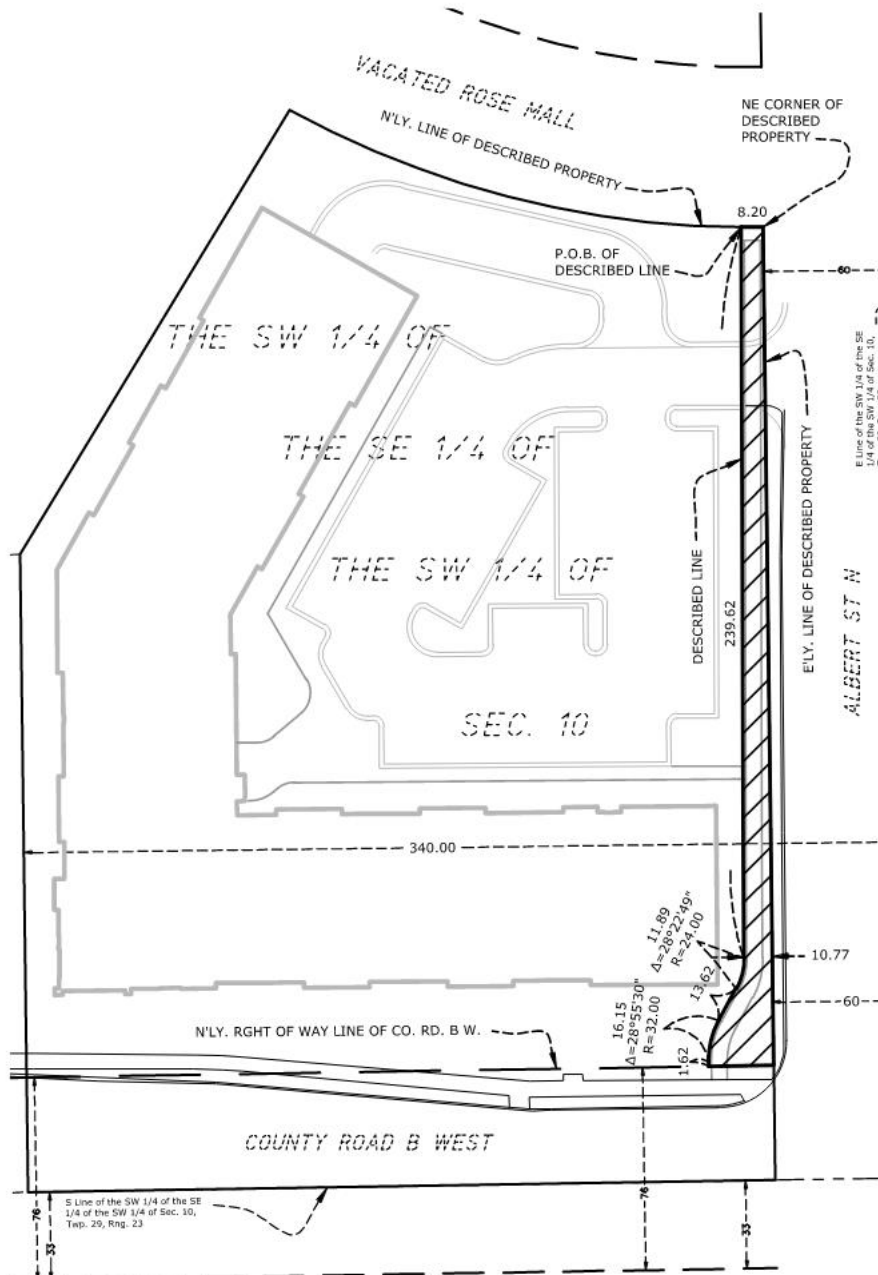
Rory L. Synstelien
Minnesota License No. 44560
rory@civilstregroup.com



	CONCRETE SLAB	1	BASE CONDITION
	ELECTRIC CABLE (RECORD)	2	ELECTRIC TRANSDUCER
	FIBRE OPTIC LINE (RECORD)	3	ELECTRIC TENSILE
	PISTON CABLE (RECORD)	4	ELECTRIC TENSILE
	SAINTNER CABLE (RECORD)	5	PISTON CABLE
	OVERSIZED UTILITIES	6	PISTON CABLE
	PISTON CABLE (RECORD)	7	PISTON CABLE
	PISTON CABLE (RECORD)	8	PISTON CABLE
	PISTON CABLE (RECORD)	9	PISTON CABLE
	PISTON CABLE (RECORD)	10	PISTON CABLE
	PISTON CABLE (RECORD)	11	PISTON CABLE
	PISTON CABLE (RECORD)	12	PISTON CABLE
	PISTON CABLE (RECORD)	13	PISTON CABLE
	PISTON CABLE (RECORD)	14	PISTON CABLE
	PISTON CABLE (RECORD)	15	PISTON CABLE
	PISTON CABLE (RECORD)	16	PISTON CABLE
	PISTON CABLE (RECORD)	17	PISTON CABLE
	PISTON CABLE (RECORD)	18	PISTON CABLE
	PISTON CABLE (RECORD)	19	PISTON CABLE
	PISTON CABLE (RECORD)	20	PISTON CABLE
	PISTON CABLE (RECORD)	21	PISTON CABLE
	PISTON CABLE (RECORD)	22	PISTON CABLE
	PISTON CABLE (RECORD)	23	PISTON CABLE
	PISTON CABLE (RECORD)	24	PISTON CABLE
	PISTON CABLE (RECORD)	25	PISTON CABLE
	PISTON CABLE (RECORD)	26	PISTON CABLE
	PISTON CABLE (RECORD)	27	PISTON CABLE
	PISTON CABLE (RECORD)	28	PISTON CABLE
	PISTON CABLE (RECORD)	29	PISTON CABLE
	PISTON CABLE (RECORD)	30	PISTON CABLE
	PISTON CABLE (RECORD)	31	PISTON CABLE
	PISTON CABLE (RECORD)	32	PISTON CABLE
	PISTON CABLE (RECORD)	33	PISTON CABLE
	PISTON CABLE (RECORD)	34	PISTON CABLE
	PISTON CABLE (RECORD)	35	PISTON CABLE
	PISTON CABLE (RECORD)	36	PISTON CABLE
	PISTON CABLE (RECORD)	37	PISTON CABLE
	PISTON CABLE (RECORD)	38	PISTON CABLE
	PISTON CABLE (RECORD)	39	PISTON CABLE
	PISTON CABLE (RECORD)	40	PISTON CABLE
	PISTON CABLE (RECORD)	41	PISTON CABLE
	PISTON CABLE (RECORD)	42	PISTON CABLE
	PISTON CABLE (RECORD)	43	PISTON CABLE
	PISTON CABLE (RECORD)	44	PISTON CABLE
	PISTON CABLE (RECORD)	45	PISTON CABLE
	PISTON CABLE (RECORD)	46	PISTON CABLE
	PISTON CABLE (RECORD)	47	PISTON CABLE
	PISTON CABLE (RECORD)	48	PISTON CABLE
	PISTON CABLE (RECORD)	49	PISTON CABLE
	PISTON CABLE (RECORD)	50	PISTON CABLE
	PISTON CABLE (RECORD)	51	PISTON CABLE
	PISTON CABLE (RECORD)	52	PISTON CABLE
	PISTON CABLE (RECORD)	53	PISTON CABLE
	PISTON CABLE (RECORD)	54	PISTON CABLE

EXHIBIT B
PATHWAY EASEMENT

PUBLIC SIDEWALK EASEMENT EXHIBIT
SW $\frac{1}{4}$, SE $\frac{1}{4}$, SW $\frac{1}{4}$, Section 10 Township 29 Range 23
City of Roseville, Ramsey County, Minnesota



DESCRIPTION

An easement for public sidewalk purposes over and across that part of the following described property:

That part of the Southwest quarter of the Southeast quarter of the Southwest quarter of Section 10, Township 29, Range 23, Ramsey County, Minnesota, described as follows: Beginning at the intersection of the South line of said quarter quarter quarter Section with a line parallel with and 60 feet West of the East line of said quarter quarter quarter Section; thence north along said 60 foot line, a distance of 357.0 feet to an iron monument and the beginning of a curve bearing Northwestery; thence Northwestery along a curve with its tangent parallel to County Road B and a radius of 357.20 feet, a distance of 185.0 feet; thence Southwestery 194.80 feet to the intersection of a line 340.0 feet West of and parallel with the East line of said quarter quarter quarter Section at a point 239.0 feet North of the South line of said quarter quarter quarter Section; thence South along said parallel line 239.0 feet; thence East 280 feet to the point of beginning. Subject to County Road B.

Said easement lies northerly of the northerly right of way line of said County Road B and easterly of the following described line:

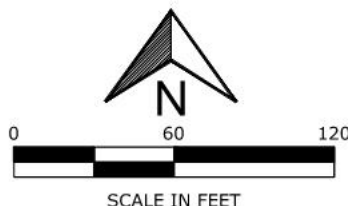
Beginning at a point on the northerly line of the above described property, 8.20 feet westerly from the northeast corner thereof, as measured along said northerly line; thence southerly for 239.62 feet to a point 10.77 feet westerly from the easterly line of said property, as measured at right angles to said easterly line; thence southerly for 11.89 feet along a tangential curve, concave to the west, having a radius of 24.00 feet and a central angle of 28 degrees 22 minutes 49 seconds; thence southerly along tangent for 13.62 feet; thence southerly for 16.15 feet along a tangential curve, concave to the east, having a radius of 32.00 feet and a central angle of 28 degrees 55 minutes 30 seconds; thence southerly along tangent for 1.62 feet to said northerly right of way line, and there terminating.

MINNESOTA CERTIFICATION

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 20th day of June, 2023

Rory L. Synsteliën Minnesota License No. 44565



CivilSite
GROUP

5000 GLENWOOD AVENUE
GOLDEN VALLEY, MN 55422
CivilSiteGroup.com

Drawn By: TH
Project No. 22118.00 SHEET 1 OF 1

EXHIBIT C
ESTIMATED COSTS OF PUBLIC IMPROVEMENTS

Roseville Apartments
5/26/2023

ENGINEER'S OPINION OF PROBABLE COST
CIVIL SITE GROUP

Albert St. N Sidewalk

ITEM			ESTIM.	ENGINEER ESTIMATE	
<u>NO.</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>QTY.</u>	<u>UNIT PRICE</u>	<u>AMNT. (\$)</u>
	<u>STORMWATER</u>				
C1	COMMON EXCAVATION, CUT & FILL	CY	3000	\$3.00	\$9,000.00
C2	SUBGRADE PREP	SY	350	\$0.95	\$332.50
C3	5" CONC. SDWK (6' WIDE) W/ 6" CL. 5 AGG BASE	SY	215	\$60.00	\$12,900.00
	TOTAL ENGINEER ESTIMATE				\$22,232.50

TOTAL ENGINEERS ESTIMATE (ALL PUBLIC IMPROVEMENTS) \$22,232.50

PATHWAY EASEMENT AGREEMENT
1415 County Road B West

THIS PATHWAY EASEMENT AGREEMENT dated _____, 2023 (this “Agreement”), is made by and between Apartments Roseville, LLC, a Minnesota limited liability company, Grantor and the City of Roseville, Minnesota, a municipal corporation under the laws of the State of Minnesota, Grantee (the “City”).

Recitals

- A. Grantor is the fee owner of the property located in Ramsey County, Minnesota (the “Property”) and legally described on Exhibit A attached hereto.
- B. The City has requested a pathway easement for the purpose of a public trail or sidewalk and Grantor desires to grant to the City a pathway easement, according to the terms and conditions contained herein.

Terms of Easement

1. Incorporation. The above recitals and attached exhibits are hereby incorporated and made part of this Agreement.
2. Grant of Easement. For good and valuable consideration, receipt of which is acknowledged by Grantor, Grantor grants and conveys to the City a perpetual, non-exclusive pathway easement for public trail and sidewalk purposes over, under, and across the portion of the Property legally described on Exhibit B and depicted on Exhibit C attached hereto (the “Easement Area”).
3. Scope of Easement. The perpetual non-exclusive pathway easement granted herein includes the right of the City, its contractors, agents, and employees to enter the premises at all reasonable times for the purpose of reconstructing, operating, maintaining, inspecting, altering and repairing public trail and sidewalk facilities and other public utilities or improvements that are not inconsistent with a public right-of-way use in the described Easement Area. Such use of the Easement Area shall not unreasonably interfere with Grantor’s use and enjoyment of the Property, including the Easement Area.

The easement granted herein also includes the right to cut, trim, or remove from the Easement Area such improvements, trees, shrubs, or other vegetation and to prohibit obstructions and grading alterations as in the City’s judgment unreasonably interfere with the easement or the function of facilities located therein.

4. Construction of Improvements. Grantor shall be responsible for constructing the pathway on the Property. After initial construction of the pathway by Grantor, acceptance of the pathway by the City, and expiration of the warranty period for the pathway, any and all costs related to the reconstructing, operating, maintaining, inspecting, altering, and repairing of the public trail or sidewalk and any other City facilities within the Easement Area shall be paid by the City. The City shall indemnify, defend, and hold Grantor harmless from any and all costs, expenses, and

claims relating to the reconstructing, operating, maintaining, inspecting, altering, and repairing of the public trail or sidewalk and any other City facilities in the Easement Area, including, but not limited to, those costs and expenses resulting from any mechanics' liens.

5. Property Damage. The City shall repair all damage to the Property outside of the Easement Area that is caused by the City's maintenance of the public trail and sidewalk and other City facilities within the Easement Area. This agreement to repair excludes the repair of any damage caused by members of the public and their use of the Easement Area.

6. Indemnification. Pursuant to Minnesota Statutes Sections 604A.21-27, Grantor and any subsequent owners of the Property are protected from liability with respect to accidents occurring on the sidewalk/trail facilities. Without waiving any statutory limits on liability and except to the extent caused by the negligence or willful misconduct of Grantor, the City agrees to indemnify, defend, and hold Grantor harmless from and against any claims, losses, costs, or liabilities suffered or incurred by reason of claims brought by third parties against Grantor by reason of any claims based on the maintenance or use of the City facilities within the Easement Area.

7. Warranty of Title. Grantor warrants Grantor is the owner of the Property and has the right, title, and capacity to convey to the City the easement herein.

8. Environmental Matters. The City shall not be responsible for any costs, expenses, damages, demands, obligations, including penalties and reasonable attorneys' fees, or losses resulting from any claims, actions, suits, or proceedings based upon a release or threat of release of any hazardous substances, pollutants, or contaminants which may have existed on, or which relate to, the Easement Area or the Property prior to the date of this instrument. Grantor shall not be responsible for any release of hazardous substances, pollutants, or contaminants resulting from the City's use of the Easement Area.

9. Binding Effect. The terms and conditions of this Agreement shall run with the land and be binding on Grantor and the City and their successors and assigns.

STATE DEED TAX DUE HEREON: NONE

GRANTOR

Apartments Roseville, LLC

By: _____

Its: _____

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by _____, the _____ of Apartments Roseville, LLC, a Minnesota limited liability company on behalf of the company, Grantor.

Notary Public

NOTARY STAMP OR SEAL

CITY OF ROSEVILLE

By: _____
Daniel J. Roe
Its: Mayor

By: _____
Patrick Trudgeon
Its: City Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by Daniel J. Roe and Patrick Trudgeon, the Mayor and City Manager, respectively of the City of Roseville, a Minnesota municipal corporation on behalf of the City.

Notary Public

NOTARY STAMP OR SEAL

THIS INSTRUMENT DRAFTED BY:

Kennedy & Graven, Chartered (SJS)
Fifth Street Towers, Suite 700
150 South Fifth Street
Minneapolis, MN 55402
(612) 337-9300

**EXHIBIT A TO
PATHWAY EASEMENT**

Legal Description of the Property

That part of the Southwest quarter of the Southeast quarter of the Southwest quarter of Section 10, Township 29, Range 23, Ramsey County, Minnesota, described as follows: Beginning at the intersection of the South line of said quarter quarter quarter Section with a line parallel with and 60 feet West of the East line of said quarter quarter quarter Section; thence north along said 60 foot line, a distance of 357.0 feet to an iron monument and the beginning of a curve bearing Northwesterly; thence Northwesterly along a curve with its tangent parallel to County Road B and a radius of 357.20 feet, a distance of 185.0 feet; thence Southwesterly 194.80 feet to the intersection of a line 340.0 feet West of and parallel with the East line of said quarter quarter quarter Section at a point 239.0 feet North of the South line of said quarter quarter quarter Section; thence South along said parallel line 239.0 feet; thence East 280 feet to the point of beginning. Subject to County Road B.

Torrens Property; Certificate No. 361221

Ramsey County, Minnesota PID 102923340006

**EXHIBIT B TO
PATHWAY EASEMENT**

Legal Description of the Easement Area

A pathway easement for public trail and sidewalk purposes over, under, across, and through that part of the following described property:

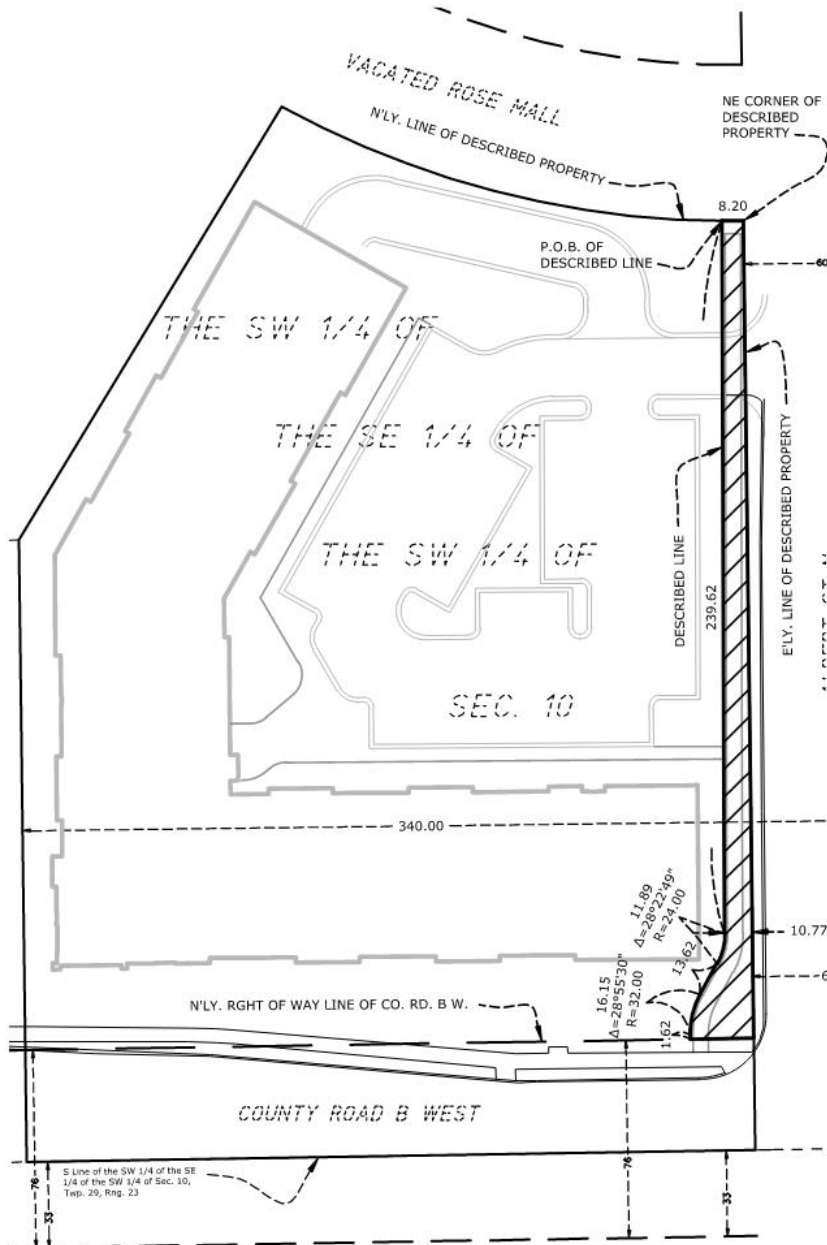
That part of the Southwest quarter of the Southeast quarter of the Southwest quarter of Section 10, Township 29, Range 23, Ramsey County, Minnesota, described as follows: Beginning at the intersection of the South line of said quarter quarter quarter Section with a line parallel with and 60 feet West of the East line of said quarter quarter quarter Section; thence north along said 60 foot line, a distance of 357.0 feet to an iron monument and the beginning of a curve bearing Northwesterly; thence Northwesterly along a curve with its tangent parallel to County Road B and a radius of 357.20 feet, a distance of 185.0 feet; thence Southwesterly 194.80 feet to the intersection of a line 340.0 feet West of and parallel with the East line of said quarter quarter quarter Section at a point 239.0 feet North of the South line of said quarter quarter quarter Section; thence South along said parallel line 239.0 feet; thence East 280 feet to the point of beginning. Subject to County Road B.

Said easement lies northerly of the northerly right of way line of said County Road B and easterly of the following described line:

Beginning at a point on the northerly line of the above described property, 8.20 feet westerly from the northeast corner thereof; as measured along said northerly line; thence southerly for 239.62 feet to a point 10.77 feet westerly from the easterly line of said property, as measured at right angles to said easterly line; thence southerly for 11.89 feet along a tangential curve, concave to the west, having a radius of 24.00 feet and a central angle of 28 degrees 22 minutes 49 seconds; thence southerly along tangent for 13.62 feet; thence southerly for 16.15 feet along a tangential curve, concave to the east, having a radius of 32.00 feet and a central angle of 28 degrees 55 minutes 30 seconds; thence southerly along tangent for 1.62 feet to said northerly right of way line, and there terminating.

**EXHIBIT C TO
PATHWAY EASEMENT
Depiction of the Easement Area**

PUBLIC SIDEWALK EASEMENT EXHIBIT
SW 1/4, SE 1/4, SW 1/4, Section 10 Township 29 Range 23
City of Roseville, Ramsey County, Minnesota



DESCRIPTION

An easement for public sidewalk purposes over and across that part of the following described property:

That part of the Southwest quarter of the Southeast quarter of the Southwest quarter of Section 10, Township 29, Range 23, Ramsey County, Minnesota, described as follows: Beginning at the intersection of the South line of said quarter quarter quarter Section with a line parallel with and 60 feet West of the East line of said quarter quarter quarter Section; thence north along said 60 foot line, a distance of 357.0 feet to an iron monument and the beginning of a curve bearing Northwesterly; thence Northwesterly along a curve with its tangent parallel to County Road B and a radius of 357.20 feet, a distance of 185.0 feet; thence Southwesterly 194.80 feet to the intersection of a line 340.0 feet West of and parallel with the East line of said quarter quarter quarter Section at a point 239.0 feet North of the South line of said quarter quarter quarter Section; thence South along said parallel line 239.0 feet; thence East 280 feet to the point of beginning. Subject to County Road B.

Said easement lies northerly of the northerly right of way line of said County Road B and easterly of the following described line:

Beginning at a point on the northerly line of the above described property, 8.20 feet westerly from the northeast corner thereof, as measured along said northerly line; thence southerly for 239.62 feet to a point 10.77 feet westerly from the easterly line of said property, as measured at right angles to said easterly line; thence southerly for 11.89 feet along a tangential curve, concave to the west, having a radius of 24.00 feet and a central angle of 28 degrees 22 minutes 49 seconds; thence southerly along tangent for 13.62 feet; thence southerly for 16.15 feet along a tangential curve, concave to the east, having a radius of 32.00 feet and a central angle of 28 degrees 55 minutes 30 seconds; thence southerly along tangent for 1.62 feet to said northerly right of way line, and there terminating.

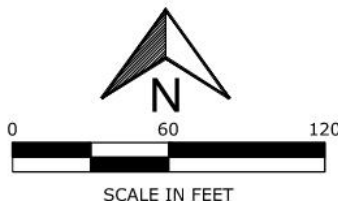
MINNESOTA CERTIFICATION

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 20th day of June, 2023

Rory L. Synsteliem

Rory L. Synsteliem Minnesota License No. 44565



SCALE IN FEET

**CivilSite
GROUP**

5000 GLENWOOD AVENUE
GOLDEN VALLEY, MN 55422
CivilSiteGroup.com

Drawn By: TH
Project No. 22118.00 SHEET 1 OF 1

Future Agenda Review - Longer Term Initiatives
(items that likely require council discussion/action)

6/29/2023

<u>Item</u>	<u>Initiated By</u>	<u>Target Date</u>	<u>Status/Notes</u>
Inspectors of single-family rentals, health and safety	Etten	TBD	
Review need of pet licenses	Council	TBD	Brought forward by former Councilmember Willmus
Sister City Relationship with Indigenous Tribal Nation	Strahan	TBD	
Rooster Regulations	Council	TBD	Brought forward by resident at the July 18, 2022 Council mtg.
Off-sale liquor license holders - 1 day suspension for 1st violat	Etten	TBD	Issue raised during 2/13mtg. when considering penalties for liquor violations
Zero Waste Packaging/Compostable Containers	Etten/Strahan	July '23	will be discussed at PWET joint meeting July 10
City Speed Limit Review on Local Streets	Strahan/Council	July '23	will be discussed at PWET joint meeting July 10
Update on shopping carts left in public r-o-w	Strahan	Summer '23	
Accept classification & compensation study & recomm's	Staff/Council	Summer '23	implementation strategies discussion to follow
Envision Roseville final report & RFP for strategic plng	Staff/Council	3rd qtr '23	(City Manager goal item)
Commission scope/duties/functions implementation	Etten/Council	Fall '23	
Short term rental code updates	Council	Fall '23	(Issuance of new licenses suspended pending update)
Hotel licensing regulations	Staff/Council	Late '23?	upcoming work session topic?
New cannabis law - licensing regulations/zoning code amend	Staff/Council	Late '23?	Staff getting educated on law and ramifications
Update SREAP with new goals/objectives	Staff/Council	Late '23	(City Manager goal item)
Sacred Settlement code updates	Staff/Council	Dec '23	Staff getting educated on law and ramifications
Strategic planning	Staff/Council	1st qtr '24	(City Manager goal item)
Roseville Fire role in medical transport	Staff	TBD	Ongoing discussions with Allina, etc.
City/EDA Budget Process			
EDA budget and City CIP review	Staff/Council	July '23	(budget calendar item)
Receive City Manager proposed budget (w/ARPA imacts)	Staff/Council	Aug '23	(budget calendar item) (City Manager goal item)
Fin Comm budget recomm's & prelim levy/budget	Staff/Council	Sep '23	(budget calendar item)
Utility Rates & Fee Schedule	Staff/Council	Nov '23	(budget calendar item)
Adopt final budget, levy, utility rates, & fees	Staff/Council	Dec '23	(budget calendar item)