



City of Saint Paul

Meeting Agenda

City Council

City Hall and Court House
15 West Kellogg
Boulevard
Council Chambers - 3rd
Floor
651-266-8560

Council President Rebecca Noecker
Vice President HwaJeong Kim
Councilmember Anika Bowie
Councilmember Molly Coleman
Councilmember Cheniqua Johnson
Councilmember Saura Jost
Councilmember Nelsie Yang

Wednesday, September 24, 2025

3:30 PM

Council Chambers - 3rd Floor

ROLL CALL

COMMUNICATIONS & RECEIVE/FILE

- 1 [AO 25-48](#) Moving funds from one account code to another within the Public Works Downtown Improvements F211 project to align with project spending.
Attachments: [AO 25-48 Public Works](#)
- 2 [AO 25-49](#) Amending the 2025 spending budget in the Department of Public Works Grants Electric Vehicle Charging Stations accounting unit.
Attachments: [AO 25-49 Evie ALA DoE budget correction.xlsx](#)
- 3 [AO 25-53](#) Amending CDBG, ESG, and HOME Annual Budgets: Adjusting predicted annual HUD grant budget amounts to align with actual FY2025 awards received September 9, 2025.
Attachments: [AO 25-53 Financial Analysis CDBG, ESG, and HOME \(adj to actual\)](#)

CONSENT AGENDA

Items listed under the Consent Agenda will be enacted by one motion with no separate discussion. If discussion on an item is desired, the item will be removed from the Consent Agenda for separate consideration.

- 4 [RES 25-1244](#) Authorizing the City to enter into an Interconnection Agreement with Xcel Energy, which includes an indemnification clause, for solar at North End Community Center.
Sponsors: Noecker
- 5 [RES 25-1247](#) Authorizing the City to enter into an Interconnection Agreement with Xcel Energy, which includes an indemnification clause, for solar at Animal Services.
Sponsors: Noecker
- 6 [RES 25-1434](#) Authorizing the Department of Parks and Recreation to apply for up to \$250,000 in Minnesota Historical Society grant funds for the design and construction of a mural and statue honoring Tou Ger Xiong at Phalen Regional Park.

- Sponsors:** Yang
- 7 [RES](#) Authorizing the Department of Parks and Recreation to apply for \$500,000 from
 [25-1435](#) the 3M PFAS Settlement Priority 2 Grant Program for the Duluth and Case
 Revisioning project.
 Sponsors: Yang
- 8 [RES](#) Authorizing the Department of Planning and Economic Development to apply to
 [25-1443](#) the Metropolitan Council for Livable Communities Demonstration Account for
 Affordable Homeownership projects at: 0 Bush Avenue (Amani Construction
 and Development), 968 Payne Avenue (African American Community
 Development Corporation), and 642 Selby Avenue (The Rondo Community
 Land Trust).
 Sponsors: Bowie and Yang
- 9 [RES](#) Accepting the donation of registration, travel, and lodging expenses from the
 [25-1449](#) League of Minnesota Cities (LMC) for Councilmember Anika Bowie to attend the
 LMC 2025 Annual Board Retreat in Bemidji, MN from September 17-19, 2025.
 Sponsors: Bowie
- 10 [RES](#) Approving polling location changes for the November 4, 2025 election (wards 2,
 [25-1465](#) 3 and 5).
 Sponsors: Noecker, Jost and Kim
 Attachments: [2025 St. Paul Polling Location with changes and reasons \(1\)](#)
- 11 [RES](#) Directing the Department of Safety and Inspections to proceed with the denial of
 [25-1468](#) the Tree Trimmer-1 Vehicle license and adverse action against North Country
 Tree Solutions d/b/a North Country Tree Solutions, (application ID
 #20250000582) located at 28268 120th Street Northwest, Zimmerman.
 Sponsors: Noecker
 Attachments: [Exhibit #1](#)
- 12 [RES](#) Approving the Mayor's appointment of Molly Coleman (as an alternate) to serve
 [25-1477](#) on the Metropolitan Transportation Advisory Board.
 Sponsors: Noecker
- 13 [RES](#) Approving the Proposed Issuance of Conduit Charter School Lease Revenue
 [25-1480](#) Bonds by the Housing and Redevelopment Authority (the "HRA") for the Metro
 Deaf School Project Located at 1125 Energy Park Drive (District 10, Ward 4).
 Sponsors: Coleman

FOR DISCUSSION

- 14 [RES](#) Approving the City of Saint Paul Audit Committee's next study related to the
 [25-1447](#) data practices process and authorizing Wilder Research to conduct the study.
 (Laid over from September 17, 2025)
 Sponsors: Noecker, Coleman and Kim
- 15 [RES PH](#) Authorizing the Police Department to accept the High Intensity Drug Trafficking
 [25-203](#) Areas (HIDTA) Program grant from the Office of National Drug Control Policy,
 authorizing the execution of the grant agreement, and amending the 2025 grant
 fund budget and add activity budget. (Public hearing closed and laid over from

September 17, 2025)

Sponsors: Noecker

Attachments: [Financial Analysis](#)

[HIDTA 2025 Notice of Award 5.23.25](#)

RECESS

The City Council will recess to convene as the Library Board to take up RES 25-1490, Requesting that the City levy property taxes for the Saint Paul Public Library Agency. They will then adjourn the Library Board meeting and reconvene as the City Council.

ROLL CALL

BUDGET ITEMS

- 16 [RES 25-1473](#) Approving a 2026 maximum property tax levy for the Housing and Redevelopment Authority (HRA).

Sponsors: Johnson

Attachments: [HRA property tax-levy-rates 2021 - 2026](#)

[2026 HRA Proposed Budget](#)

- 17 [RES 25-1489](#) Approving a 2026 maximum property tax levy for the City.

Sponsors: Noecker

ORDINANCES

An ordinance is a city law enacted by the City Council. It is read at three separate council meetings and becomes effective after passage by the Council and 30 days after publication in the Saint Paul Pioneer Press. Public hearings on ordinances are generally held at the second reading.

Final Adoption

- 18 [Ord 25-49](#) Establishing the classification titled City Council Communications Lead in the unclassified service pursuant to Section 12.03.2(H) of the City Charter (must be approved by Civil Service Commission after adoption by City Council and prior to Mayor signature).

Sponsors: Noecker

Attachments: [Communications Lead](#)

- 19 [Ord 25-53](#) Amending Chapter 441 of the Legislative Code to adjust the electric-vehicle charging station rates.

Sponsors: Jost

First Reading

- 20 [Ord 25-54](#) Amending Chapter 11 of the Administrative Code to update the responsibilities of the Department of Human Rights and Equal Economic Opportunity.

Sponsors: Noecker

Attachments: [HREEO LS ordinances ALL Council PPT](#)

- 21 [Ord 25-55](#) Amending Chapter 224 of the Legislative Code to align with State law changes.
Sponsors: Noecker
- 22 [Ord 25-56](#) Amending Chapter 224A of the Legislative Code to clarify record production processes.
Sponsors: Noecker
- 23 [Ord 25-57](#) Amending Chapter 233 of the Legislative Code to align with State law changes.
Sponsors: Noecker

PUBLIC HEARINGS

Live testimony is limited to two minutes for each person. See below for optional ways to testify.

- 24 [RES PH 25-186](#) Accepting grant funds, authorizing execution of a grant agreement (with indemnity obligations and other documents related thereto) and amending the operating budget with respect to the City's sponsorship of a Minnesota Department of Employment and Economic Development (DEED) Contamination Cleanup grant for the benefit of The Rondo Community Land Trust's Mixed-Use Redevelopment at 642 Selby Avenue (District 16, Ward 1).
Sponsors: Bowie
Attachments: [Attachment A 642 Selby Ave DEED \(Rondo CLT\) RES PH 25-186 Chia 9.3.25](#)
- 25 [RES PH 25-211](#) Authorizing the Office of Financial Services - Fleet, in partnership with the Fire Department to accept the \$1,457,381.84 Heavy Duty On-road Replacement grant and authorizing the execution of a grant agreement (which includes an indemnification clause) with the Minnesota Pollution Control Agency to remove older diesel vehicles from operations and partially fund the replacement of them with new, less polluting vehicles.
Sponsors: Noecker
Attachments: [RES 24-1505.pdf](#)
[MPCA Grant Agreement.pdf](#)
[MN Pollution Control Grant \\$1,457,381.84 Financial Analysis.pdf](#)
- 26 [RES PH 25-212](#) Authorizing the Police Department to accept the 2026 Enforcement grant from the Minnesota Department of Public Safety, Office of Traffic Safety, authorize the execution of the grant agreement, amend the 2025 grant fund budget and add activity budget.
Sponsors: Noecker
Attachments: [2026 Enforcement Grant \(TZD\) Financial Analysis](#)
- 27 [RES PH 25-206](#) Approving the application of University of St. Thomas - Campus Life, Erin Whipkey, for a Homecoming Event, Friday, October 3, 2025, for a sound level variance in order to present live amplified sound at 2115 Summit Ave - University of St. Thomas, Lower Quad.
Sponsors: Coleman

Attachments: [Application](#)[ENS](#)[Map](#)[Owners Notice](#)[Owner List](#)[Letter to Applicant](#)

- 28** [RES PH
25-207](#) Approving the application of Twin Cities in Motion for a sound level variance in order to present amplified sound for announcements, speakers, and music on Saturday, October 4, 2025, and Sunday, October 5, 2025, during the Medtronic Twin Cities Marathon at the MN State Capitol Complex, 75 Rev Dr Martin Luther King Jr Boulevard.

Sponsors: Noecker**Attachments:** [Application](#)[ENS](#)[Map](#)[Owner Notice](#)[Owners List](#)[Letter to Applicant](#)**LEGISLATIVE HEARING CONSENT AGENDA**

Items listed under the Consent Agenda will receive a combined public hearing and be enacted by one motion with no separate discussion. Items may be removed from the Consent Agenda for a separate public hearing and discussion if desired.

- 29** **RLH CO
25-9** Appeal of Parker Hoen to a Correction Notice at 1635 MONTREAL AVENUE.
(September 23, 2025 Legislative Hearing)

Sponsors: Jost**Attachments:** [1635 Montreal Ave.appeal.8-22-25.pdf](#)[1635 Montreal Ave.Kedrowski email & photos 8-26-25.pdf](#)[1635 Montreal Ave.email chain 8-27-25.pdf](#)[1635 Montreal.Vang Zimny Hoen email chain.9-4-25](#)

- 30** [RLH VBR
25-21](#) Appeal of Gladys Igbo to a Vacant Building Registration Fee Warning Letter at 385 UNIVERSITY AVENUE WEST.

Sponsors: Bowie**Attachments:** [385 University Ave W.appeal.5-6-25.pdf](#)[385 University Ave W.Revocation Notice 9-6-17.pdf](#)[385 University Ave W.Fire Referral Response Ltr 5-31-22.pdf](#)[385 University Ave W.Receipt-Bldg permit 8-9-24.pdf](#)[385 University Ave W.Igbo Ltr.5-16-25](#)[385 University Ave W.Igbo Ltr.5-23-25](#)[385 University Ave W.Code Compliance1-17-23.pdf](#)

[385 University Ave W.Igbo Ltr.5-30-25](#)

[385 University Ave W.Igbo Ltr.7-18-25](#)

[385 University Ave W.Igbo Ltr.8-8-25](#)

[385 University Ave W.Igbo Ltr.8-22-25](#)

[385 University Ave W.Zane permit email.8-19-25](#)

[385 University Ave W.Zane CCC email.8-25-25](#)

[385 University Ave W.Igbo Ltr.8-26-25](#)

ADJOURNMENT

City Council meetings are open for in person attendance, but the public may also comment on public hearing items in writing or via voicemail. Any comments and materials submitted by 12:00 pm of the day before the meeting will be attached to the public record and available for review by the City Council. Comments may be submitted as follows:

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Written public comment on public hearing items can be submitted to Contact-Council@ci.stpaul.mn.us, CouncilHearing@ci.stpaul.mn.us, or by voicemail at 651-266-6805. Live testimony will be taken in person in the Council Chambers, and by telephone by registering to speak by noon on the day before the meeting. The registration link is located on the City Council website at www.stpaul.gov/council or <https://forms.office.com/g/TD3xN7WHy5>.

Council Meeting Information

The City Council is paperless which saves the environment and reduces expenses. The agendas and Council files are all available on the Web (see below). Council members use mobile devices to review the files during the meeting. Using a mobile device greatly reduces costs since most agendas, including the documents attached to files, are over 1000 pages when printed.

Web

Meetings are available on the Council's website. Email notification and web feeds (RSS) of newly released minutes, agendas, and meetings are available by subscription. Visit www.stpaul.gov/council for meeting videos and updated copies of the agendas, minutes, and supporting documents.

Cable

Meetings are live on St Paul Channel 18 and replayed at various times. Check your local listings.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: AO 25-48

File ID: AO 25-48

Type: Administrative Order

Status: Agenda Ready

Version: 1

**Contact
Number:**

In Control: City Council

File Created: 08/29/2025

File Name:

Final Action:

Title: Moving funds from one account code to another within the Public Works
Downtown Improvements F211 project to align with project spending.

Notes:

Agenda Date: 09/10/2025

Sponsors:

Enactment Date:

Attachments: AO 25-48 Public Works

Financials Included?:

Contact Name:

Hearing Date:

Entered by: maia.wahlberg@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File AO 25-48

Moving funds from one account code to another within the Public Works Downtown
Improvements F211 project to align with project spending.
See financial analysis.

City of Saint Paul Financial Analysis Template Instructions

Purpose of the Fiscal Analysis Template:

- Provide summary information of the fiscal impact of financial resolutions that come before the Mayor and City Council
- Provide accurate accounting information (codes, and amounts) so that budget amendments can be reflected in the Infor system.
- Resolutions and administrative orders without this information will not be approved by OFS, and will be returned to the resolution drafter.

Financial Analysis Template

- Provide the requested information in the [Financial Analysis Template \(green tab\)](#) of this file. Pop-up windows will appear throughout the file to provide more details on what information is required.
- Complete the **top section** (line #s 1-27) of the Financial Analysis Template for any finance related resolutions, including:
 - Grants: applying for, accepting, and budgeting
 - Donations: soliciting, accepting, and budgeting
 - Budget amendments: both resolutions and administrative orders
 - All other resolutions with a financial impact
- Required fields are marked with red font or borders.
- **General Ledger (GL) - Annual Budget**
 - Complete the **General Ledger** section for all changes to the annual budget
 - Provide accurate **GL account codes**: Company, Accounting Unit (fund-department-cost center), Account
 - If you need help with GL codes, check the Chart of Accounts crosswalk on the intranet or contact Lori Lee x68822
 - This section is required for all changes to the budget via budget amendment or administrative order
- **Activity Ledger (AC) - Life to Date Activity Budget**
 - Complete the **Activity Ledger** section in addition to the GL section for changes to the following budgets:
 - Grants
 - Capital and Capital Bond Proceeds
 - STAR
 - TIF
 - HRA
 - Provide accurate **AC account codes**: Activity Group, Activity, Account Category
 - If you need help with AC codes, check the Chart of Accounts crosswalk on the intranet or contact Patty Germain x68807

Budget Reference Tabs

- The [Operating Budget Reference](#) and [CIB Budget Reference](#) pages (blue tabs) contain guidance on what kind of Mayoral and/or Council action is required for budget changes to the operating and capital budgets. Charter and administrative code citations for various financial resolutions are also provided.
- If you have questions about what is required to accomplish a particular financial action, please contact your budget analyst.

City of Saint Paul Financial Analysis

1

File ID Number:

AO 25-48

2

3

Budget Affected:

Operating Budget General Government Accounts Special Fund

4

5

Total Amount of Transaction:

\$0

6

7

Funding Source:

Other

Please Specify Funding Source:

8

9

Appropriation already included in budget?

Yes

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Charter Citation:

10.7.4

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Fiscal Analysis

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Moving funds from one account code to another within the Public Works Downtown Improvements F211 project to align with

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project spending.

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Detail Accounting Codes:

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GENERAL LEDGER (GL) - ANNUAL BUDGET

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Spending Changes

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Shifting funds within existing Special Fund projects to alternate spending accounts in order to more closely align with project spending.

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Financing Changes

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(Action Accomplished)

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ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET

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Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.

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Spending Changes

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Shifting funds within existing Special Fund projects to alternate spending accounts in order to more closely align with project spending.

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73	O-Operating	3121177701	72904	TRASH CONTAINERS - PW Downtown Invest	75,000	(75,000)	-
74	O-Operating	3121177701	79225	TRANSFER TO ENTERPRISE FUND - PW Dc	-	75,000	75,000
75				TOTAL:	75,000	-	75,000
76							
77	Financing Changes						
78							
79	Life to Date Activity Budget				CURRENT		AMENDED
80	Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
81							
				TOTAL:	-	-	-

Operating Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
1.) Recognize additional/unanticipated revenues (Ex. Outperforming revenues, outside donations, etc.)	Budget Amendment Resolution and Public Hearing	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget - Amend spending and financing to recognize new revenue in the appropriate company and activity	C.C. 10.07.1
2.) Accept a Grant a.) If no budget has previously been established for the grant	Award Letter and/or Grant Agreement Budget Amendment Resolution and Public Hearing	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget - Amend spending and financing to recognize the grant in the appropriate company and activity	C.C. 10.07.1 Admin 41.03
b.) Previously established grant budget	Award Letter and/or Grant Agreement Resolution Accepting the Grant Funds (No public hearing needed)	- Accept the awarded grant funds - Include in the resolution that the grant funds were included in the current year's budget	
3.) Transfer Appropriations within Departments: a.) Within the same Fund/Company	Administrative Order (A.O.)	- Mayor may transfer any unencumbered appropriation balances within a department - Administrative order is prepared to execute the transfer	C.C. 10.07.4
b.) Between Funds/Companies	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between companies - Amend spending and financing to recognize transfer	C.C. 10.07.4

Operating Budget Changes Procedures Guide

2/14/2014

In order to:		Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
4.)	Transfer Appropriations between Departments			
	a.) Within the same Fund/Company	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
	b.) Between Funds/Companies	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
5.)	Allow appropriations to lapse (non-capital improvement dollars)	None	- No action required.	C.C. 10.08
	For Lapse of appropriations - Capital improvements see City Charter 10.09.		-All non-encumbered appropriations will fall to fund balance at the end of the fiscal year.	
	For guidance on budget change procedures for accomplished or abandoned projects, see the CIB Project and Budget Changes Procedures Guide, numbers 1, 2, and 6.		- All encumbered appropriations will be re-appropriated in the following fiscal year's budget for the same purposes	
6.)	Enact Emergency Appropriation	Emergency is defined as "a sudden or unforeseen situation affecting life, health, property, or the public peace or welfare that requires immediate council action", C.C. 6.06 Emergency Ordinances Budget Amendment Resolution	- Resolution to appropriate emergency funds is adopted by unanimous affirmative vote by the council	C.C. 10.07.2 C.C. 6.06
7.)	Reduction of Appropriations	Report by the Mayor of the estimated amount of the deficit Recommendation by the Mayor to the City Council of steps to be taken	- Resolution or other actions deemed necessary by Council to prevent or minimize any deficit	C.C. 10.07.3

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
1.) Close a completed project with excess balances	Administrative Order (completed by OFS)	- Amend project financing and spending	Administrative Code 57.09 (2)
	Periodic review by the CIB Committee	- Transfer excess appropriation to contingency when applicable	City Charter 10.09 - Accomplished projects
2.) Close a completed project with no excess balances, but excess spending authority	Administrative Order (completed by OFS)	- Amend project financing and spending	City Charter 10.09 - Accomplished projects
	Periodic review by the CIB Committee		
3.) Close a completed project with no excess balances and no excess spending authority	None	- Contact OFS with project budget codes to have the project inactivated in the finance system	N/A
4.) <u>Adding new spending authority to an existing project (without changing the scope of the project)</u>			
a.) Financing source is new money	CIB Committee review and recommendation	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1) City Charter 10.07.1
	Mayor recommends via resolution		
	Compliance with City Comprehensive Plan		
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
b.) Financing source is contingency (less than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	Transfers within a department require an Administrative Order (completed by departments; verified and approved by OFS)	- Reduce amount in appropriate contingency fund	Administrative Code 57.09 (3) a
	A.O.s require periodic review by CIB Committee	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Transfers between departments require a resolution (completed by departments; verified and approved by OFS)		
c.) Financing source is contingency (more than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Reduce amount in appropriate contingency fund ("unallocated reserve account ")	Administrative Code 57.09 (3) b
	Mayor recommends via resolution	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
<u>Add a new project</u>			
5.) OR			
<u>Expand the scope of an existing project</u>			
a.) Financing source is new money	CIB Committee review and recommendation		
	Mayor recommends via resolution	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1)
	Compliance with City Comprehensive Plan		City Charter 10.07.1
Public hearing			
b.) Financing source is contingency	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Transfer dollars from contingency to new project	Administrative Code 57.09 (1)
	Mayor recommends via resolution	- Amend spending and financing to recognize transfer	City Charter 10.07.4
Public hearing			
6.) Declare a project abandoned	Council resolution	- Identify project as abandoned	
		-Transfer appropriation for the abandoned project to a separate contingency fund (" <i>unallocated reserve account</i> ")	Administrative Code 57.09 (4)
		- Reappropriation of the funds needs CIB Committee review, Mayor recommendation, and Council approval (see either of the Add dollars to a project sections above)	City Charter 10.09
7.) Replace an approved project with a new project	1) Declare an approved project abandoned or completed with excess balances (see process above)	- Can accomplish both steps in one resolution	
	2) Add new project after capital improvement budget is adopted (see process above)		

<u>Departments</u>	<u>Affected Budgets</u>	<u>General vs. Special Fund</u>	<u>Funding Source</u>	<u>Already Appropriated?</u>	<u>Company</u>
(Select Department)	(Choose CIB or Operating)	(Choose General, Special or Capital)	(Select Funding Source)	(Yes or No?)	(Choose Company)
Multiple Departments			Transfer of Appropriations	Yes	1
City Attorney's Office	Both Operating and CIB Budgets	General Fund	Grant	No	3
City Council	Operating Budget	Special Fund	Donation		5
Emergency Management	CIB Budget	Capital	Multiple		8
Financial Services		Multiple Funds	Other		9
Fire and Safety Services					
General Government Accounts					
HRA					
Human Resources					
HREEO					
Mayor's Office					
Parks and Recreation					
PED					
Police Department					
Public Health					
Public Library Agency					
Public Works					
RiverCentre					
Safety and Inspections					
Technology and Communications					
Water Department					



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: AO 25-49

File ID: AO 25-49

Type: Administrative Order

Status: Agenda Ready

Version: 1

Contact 651-266-6246
Number:

In Control: City Council

File Created: 08/29/2025

File Name: Amending the 2025 spending budget in the
Department of Public Works Grants Electric Vehicle
Charging Stations accounting unit.

Final Action:

Title: Amending the 2025 spending budget in the Department of Public Works Grants
Electric Vehicle Charging Stations accounting unit.

Notes:

Agenda Date: 09/24/2025

Sponsors:

Enactment Date:

Attachments: AO 25-49 Evie ALA DoE budget correction.xlsx

Financials Included?:

Contact Name: Erin Kayser

Hearing Date:

Entered by: Igor.vainshtein@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File AO 25-49

Amending the 2025 spending budget in the Department of Public Works Grants Electric Vehicle
Charging Stations accounting unit.

See Attachment.

WHEREAS, the Electric Vehicle Maintenance unit has incurred services and materials costs that are
more than the adopted budget; and

WHEREAS, there are sufficient savings in salaries and fringes to cover the above costs; therefore
via

ADMINISTRATIVE ORDER, consistent with the authority granted to the Mayor in Section 10.07.4 of
the City Charter, and on the request of the Director of the Public Works Department to amend the
2023 budget in the Public Works Electric Vehicle Maintenance accounting unit, the Office of
Financial Services is authorized to amend said budget in the manner as specified in the attached
financial analysis.

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 - If you need help with AC codes, check the Chart of Accounts crosswalk on the intranet or contact Patty Germain x68807

Budget Reference Tabs

- The [Operating Budget Reference](#) and [CIB Budget Reference](#) pages (blue tabs) contain guidance on what kind of Mayoral and/or Council action is required for budget changes to the operating and capital budgets. Charter and administrative code citations for various financial resolutions are also provided.
- If you have questions about what is required to accomplish a particular financial action, please contact your budget analyst.

City of Saint Paul Financial Analysis

File ID Number:

AO 25-xx

Budget Affected:

Operating Budget Public Works

General Fund

Total Amount of Transaction:

\$140,942.00

Funding Source:

Transfer of Appropriations

Appropriation already included in budget?

Yes

Charter Citation:

C.C. 10.07.4

Fiscal Analysis

Amending the 2025 spending budget in the Department of Public Works Grants Electric Vehicle Charging Stations accounting unit to align with project spending.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

(Action Accomplished)

Company	Fund-Dept-Cost Center	Account	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
1	20031309	60105	FULL TIME CERTIFIED	40,896	-	40,896
1	20031309	61005	SOCIAL SECURITY	2,536	-	2,536
1	20031309	61010	MEDICARE REGULAR	593	-	593
1	20031309	61110	PERA COORDINATED PENSION	3,067	-	3,067
1	20031309	61210	EMPLOYEE HEALTH INSURANCE	3,962	-	3,962
1	20031309	63125	CONSULTING	246,647	-	246,647
1	20031309	63160	GENERAL PROFESSIONAL SERVICE	54,300	-	54,300
1	20031309	64705	VEHICLE RENTAL	2,684,949	(140,942)	2,544,007
1	20031309	67335	PRINTING SERVICE CONTRACT	-	-	-
1	20031309	68185	TRAFFIC SERVICES	30,000	-	30,000
1	20031309	76805	CAPITAL OUTLAY	625,986	140,942	766,928
TOTAL:				3,692,936	-	3,692,936

Financing Changes

(Action Accomplished)

Company	Fund-Dept-Cost Center	Account	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
				-	-	-
				-	-	-
TOTAL:				-	-	-

ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET

Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.

Spending Changes

(Action Accomplished)

Activity Group	Activity	Account Category	Description	CURRENT BUDGET	CHANGES	AMENDED BUDGET
		XXXXX	(Item description)	-	-	-
		XXXXX	(Item description)	-	-	-
TOTAL:				-	-	-

Financing Changes

(Action Accomplished)

Life to Date Activity Budget	CURRENT	AMENDED
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75

Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
76						
77		XXXXX	(Item description)	-	-	-
78		XXXXX	(Item description)	-	-	-

Operating Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
1.) Recognize additional/unanticipated revenues (Ex. Outperforming revenues, outside donations, etc.)	Budget Amendment Resolution and Public Hearing	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget - Amend spending and financing to recognize new revenue in the appropriate company and activity	C.C. 10.07.1
2.) Accept a Grant a.) If no budget has previously been established for the grant	Award Letter and/or Grant Agreement Budget Amendment Resolution and Public Hearing	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget - Amend spending and financing to recognize the grant in the appropriate company and activity	C.C. 10.07.1 Admin 41.03
b.) Previously established grant budget	Award Letter and/or Grant Agreement Resolution Accepting the Grant Funds (No public hearing needed)	- Accept the awarded grant funds - Include in the resolution that the grant funds were included in the current year's budget	
3.) Transfer Appropriations within Departments: a.) Within the same Fund/Company	Administrative Order (A.O.)	- Mayor may transfer any unencumbered appropriation balances within a department - Administrative order is prepared to execute the transfer	C.C. 10.07.4
b.) Between Funds/Companies	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between companies - Amend spending and financing to recognize transfer	C.C. 10.07.4

Operating Budget Changes Procedures Guide

2/14/2014

In order to:		Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
4.)	Transfer Appropriations between Departments			
	a.) Within the same Fund/Company	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
	b.) Between Funds/Companies	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
5.)	Allow appropriations to lapse (non-capital improvement dollars)	None	- No action required.	C.C. 10.08
	For Lapse of appropriations - Capital improvements see City Charter 10.09.		-All non-encumbered appropriations will fall to fund balance at the end of the fiscal year.	
	For guidance on budget change procedures for accomplished or abandoned projects, see the CIB Project and Budget Changes Procedures Guide, numbers 1, 2, and 6.		- All encumbered appropriations will be re-appropriated in the following fiscal year's budget for the same purposes	
6.)	Enact Emergency Appropriation	Emergency is defined as "a sudden or unforeseen situation affecting life, health, property, or the public peace or welfare that requires immediate council action", C.C. 6.06 Emergency Ordinances Budget Amendment Resolution	- Resolution to appropriate emergency funds is adopted by unanimous affirmative vote by the council	C.C. 10.07.2 C.C. 6.06
7.)	Reduction of Appropriations	Report by the Mayor of the estimated amount of the deficit Recommendation by the Mayor to the City Council of steps to be taken	- Resolution or other actions deemed necessary by Council to prevent or minimize any deficit	C.C. 10.07.3

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
1.) Close a completed project with excess balances	Administrative Order (completed by OFS)	- Amend project financing and spending	Administrative Code 57.09 (2)
	Periodic review by the CIB Committee	- Transfer excess appropriation to contingency when applicable	City Charter 10.09 - Accomplished projects
2.) Close a completed project with no excess balances, but excess spending authority	Administrative Order (completed by OFS)	- Amend project financing and spending	City Charter 10.09 - Accomplished projects
	Periodic review by the CIB Committee		
3.) Close a completed project with no excess balances and no excess spending authority	None	- Contact OFS with project budget codes to have the project inactivated in the finance system	N/A
4.) <u>Adding new spending authority to an existing project (without changing the scope of the project)</u>			
a.) Financing source is new money	CIB Committee review and recommendation	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1) City Charter 10.07.1
	Mayor recommends via resolution		
	Compliance with City Comprehensive Plan		
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
b.) Financing source is contingency (less than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	Transfers within a department require an Administrative Order (completed by departments; verified and approved by OFS)	- Reduce amount in appropriate contingency fund	Administrative Code 57.09 (3) a
	A.O.s require periodic review by CIB Committee	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Transfers between departments require a resolution (completed by departments; verified and approved by OFS)		
c.) Financing source is contingency (more than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Reduce amount in appropriate contingency fund ("unallocated reserve account ")	Administrative Code 57.09 (3) b
	Mayor recommends via resolution	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
<u>Add a new project</u>			
5.) OR			
<u>Expand the scope of an existing project</u>			
a.) Financing source is new money	CIB Committee review and recommendation		
	Mayor recommends via resolution	- Amend project financing and spending to recognize	Administrative Code 57.09 (1)
	Compliance with City Comprehensive Plan	new revenue	City Charter 10.07.1
	Public hearing		
b.) Financing source is contingency	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Transfer dollars from contingency to new project	Administrative Code 57.09 (1)
	Mayor recommends via resolution	- Amend spending and financing to recognize transfer	City Charter 10.07.4
	Public hearing		
6.) Declare a project abandoned	Council resolution	- Identify project as abandoned	
		-Transfer appropriation for the abandoned project to a separate contingency fund (" <i>unallocated reserve account</i> ")	Administrative Code 57.09 (4)
		- Reappropriation of the funds needs CIB Committee review, Mayor recommendation, and Council approval (see either of the Add dollars to a project sections above)	City Charter 10.09
7.) Replace an approved project with a new project	1) Declare an approved project abandoned or completed with excess balances (see process above)	- Can accomplish both steps in one resolution	
	2) Add new project after capital improvement budget is adopted (see process above)		

<u>Departments</u>	<u>Affected Budgets</u>	<u>General vs. Special Fund</u>	<u>Funding Source</u>	<u>Already Appropriated?</u>	<u>Company</u>
(Select Department)	(Choose CIB or Operating)	(Choose General, Special or Capital)	(Select Funding Source)	(Yes or No?)	(Choose Company)
Multiple Departments			Transfer of Appropriations	Yes	1
City Attorney's Office	Both Operating and CIB Budgets	General Fund	Grant	No	3
City Council	Operating Budget	Special Fund	Donation		5
Emergency Management	CIB Budget	Capital	Multiple		8
Financial Services		Multiple Funds	Other		9
Fire and Safety Services					
General Government Accounts					
HRA					
Human Resources					
HREEO					
Mayor's Office					
Parks and Recreation					
PED					
Police Department					
Public Health					
Public Library Agency					
Public Works					
RiverCentre					
Safety and Inspections					
Technology and Communications					
Water Department					



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: AO 25-53

File ID: AO 25-53

Type: Administrative Order

Status: Agenda Ready

Version: 1

Contact 651-266-6689
Number:

In Control: City Council

File Created: 09/12/2025

File Name:

Final Action:

Title: Amending CDBG, ESG, and HOME Annual Budgets: Adjusting predicted annual HUD grant budget amounts to align with actual FY2025 awards received September 9, 2025.

Notes:

Agenda Date:

Sponsors:

Enactment Date:

Attachments: AO 25-53 Financial Analysis CDBG, ESG, and HOME (adj to actual)

Financials Included?:

Contact Name: Beth Ulrich

Hearing Date:

Entered by: timothy.ebersold@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File AO 25-53

Amending CDBG, ESG, and HOME Annual Budgets: Adjusting predicted annual HUD grant budget amounts to align with actual FY2025 awards received September 9, 2025.

ADMINISTRATIVE ORDER, Consistent with the authority granted to the Mayor in Section 10.07.4 of the City Charter and on the request of the Director of the Planning and Economic Development Department to amend the CDBG, ESG, and HOME annual budgets, the Director of the Office of Financial Services is authorized to amend said budget in the following manner:
Please see the attached financial analysis.

City of Saint Paul Financial Analysis

File ID Number:	AO 25-53	
Budget Affected:	PED	Special Fund
Total Amount of Transaction:	-	
Funding Source:	Grant	
	Appropriation already included in budget?	Yes
Charter Citation:	10.7.1	

Fiscal Analysis

Amending CDBG, ESG, and HOME Annual Budgets: Adjusting predicted annual HUD grant budget amounts to align with actual FY2025 awards received September 9, 2025.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

GL Annual Budget				Description	CURRENT	CHANGES	AMENDED
Company	Fund-Dept-Cost Center	Account			BUDGET		BUDGET
1	28251810	73225		ESG	590,000.00		590,000.00
1	28251840	68105		HOME	100,000.00		100,000.00
1	28251840	73220		HOME	1,350,000.00		1,350,000.00
1	28251840	68140		HOME	50,000.00		50,000.00
1	28251820	68105		CDBG	1,290,000.00		1,290,000.00
1	28251820	73220		CDBG	5,760,000.00		5,760,000.00
1	28251820	68140		CDBG	150,000.00	-	150,000.00
TOTAL:					9,290,000.00	-	9,290,000.00

Financing Changes

GL Annual Budget				Description	CURRENT	CHANGES	AMENDED
Company	Fund-Dept-Cost Center	Account			BUDGET		BUDGET
1	28251810	43001		ESG	(590,000.00)	(4,589.00)	(594,589.00)
1	28251840	43001		HOME	(1,400,000.00)	(23,385.52)	(1,423,385.52)
1	28251820	43001		CDBG	(6,700,000.00)	(56,518.00)	(6,756,518.00)
1	28251820	55105		CDBG	(500,000.00)	61,107.00	(438,893.00)
1	28251840	55105		HOME	(100,000.00)	23,385.52	(76,614.48)
TOTAL:					(9,290,000.00)	-	(9,290,000.00)

ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET

Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.

Spending Changes

Amending CDBG, ESG, and HOME Annual Budgets: Adjusting predicted annual HUD grant budget amounts to align with actual FY2025 awards received September 9, 2025.

Life to Date Activity Budget			CURRENT		AMENDED	
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
						</

Financing Changes

Amending CDBG, ESG, and HOME Annual Budgets: Adjusting predicted annual HUD grant budget amounts to align with actual FY2025 awards received September 9, 2025.

Life to Date Activity Budget			CURRENT	AMENDED		
Activity Group	Activity	Account Category	DESCRIPTION	BUDGET	CHANGES	BUDGET



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1244

File ID: RES 25-1244

Type: Resolution

Status: Agenda Ready

Version: 1

Contact 651-266-6228
Number:

In Control: City Council

File Created: 07/30/2025

File Name: Xcel Interconnection Agreement for North End
Community Center Solar

Final Action:

Title: Authorizing the City to enter into an Interconnection Agreement with Xcel Energy, which includes an indemnification clause, for solar at North End Community Center.

Notes: Xcel Interconnection Agreement coordinated by OFS-Real Estate on behalf of Parks & Rec

Agenda Date:

Sponsors: Noecker

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Cecilia Govrik

Hearing Date:

Entered by: cecilia.govrik@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1244

Authorizing the City to enter into an Interconnection Agreement with Xcel Energy, which includes an indemnification clause, for solar at North End Community Center.

WHEREAS, the City of Saint Paul's Climate Action and Resilience Plan, adopted in December 2019, established a goal of achieving carbon neutrality in city operations by 2030 and included a key action of increasing municipal installations of renewable energy; and

WHEREAS, the City of Saint Paul previously dedicated local, state, and federal funding for the design and construction of the North End Community Center; and

WHEREAS, the North End Community Center was designed and constructed in alignment with the State of Minnesota's B3 Sustainable Buildings Guidelines and SB2030 Energy Standard which required onsite renewable energy generation to meet energy and carbon efficiency standards for the facility; and

WHEREAS, the installation of a 40-kW rooftop solar array at North End Community Center will require the City of Saint Paul to enter into a Minnesota Distributed Energy Resource Interconnection Agreement with Xcel Energy, which includes an indemnification clause in favor of Xcel; and now,

therefore, be it

RESOLVED, that the City Council hereby authorizes and directs the proper city officials to enter into the Interconnection Agreement with Xcel Energy, which includes an indemnification clause, for the rooftop solar array at North End Community Center.

See attachment.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1247

File ID: RES 25-1247

Type: Resolution

Status: Agenda Ready

Version: 1

Contact 651-266-6228
Number:

In Control: City Council

File Created: 07/30/2025

File Name: Xcel Interconnection Agreement for Animal Services
Solar

Final Action:

Title: Authorizing the City to enter into an Interconnection Agreement with Xcel Energy, which includes an indemnification clause, for solar at Animal Services.

Notes: Xcel Interconnection Agreement coordinated by OFS-Real Estate on behalf of DSI

Agenda Date:

Sponsors: Noecker

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Cecilia Govrik

Hearing Date:

Entered by: cecilia.govrik@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1247

Authorizing the City to enter into an Interconnection Agreement with Xcel Energy, which includes an indemnification clause, for solar at Animal Services.

WHEREAS, the City of Saint Paul's Climate Action and Resilience Plan, adopted in December 2019, established a goal of achieving carbon neutrality in city operations by 2030 and included a key action of increasing municipal installations of renewable energy; and

WHEREAS, the City of Saint Paul previously allocated Capital Maintenance and Green Energy Program funding for the renovation of 1115 Beulah Lane for the relocation of Animal Control to a new Animal Services facility; and

WHEREAS, the renovation must align with the State of Minnesota's B3 Sustainable Buildings Guidelines and SB2030 Energy Standard, which require onsite renewable energy generation to meet energy and carbon efficiency standards for the facility; and

WHEREAS, the installation of a rooftop solar array at Animal Services will require the City of Saint Paul to enter into a Minnesota Distributed Energy Resource Interconnection Agreement with Xcel Energy, which includes an indemnification clause in favor of Xcel; and now, therefore, be it

RESOLVED, that the City Council hereby authorizes and directs the proper city officials to enter into the Interconnection Agreement with Xcel Energy, which includes an indemnification clause, for the rooftop solar array at Animal Services.

See attachment.



City of Saint Paul

City Hall and Court House
15 West Kellogg
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Phone: 651-266-8560

Master

File Number: RES 25-1434

File ID: RES 25-1434

Type: Resolution

Status: Agenda Ready

Version: 1

Contact 651-266-6412
Number:

In Control: City Council

File Created: 09/09/2025

File Name: Tou Ger Xiong MHS Grant Application

Final Action:

Title: Authorizing the Department of Parks and Recreation to apply for up to \$250,000 in Minnesota Historical Society grant funds for the design and construction of a mural and statue honoring Tou Ger Xiong at Phalen Regional Park.

Notes:

Agenda Date: 09/17/2025

Sponsors: Yang

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Alice Messer

Hearing Date:

Entered by: kristi.wells@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1434

Authorizing the Department of Parks and Recreation to apply for up to \$250,000 in Minnesota Historical Society grant funds for the design and construction of a mural and statue honoring Tou Ger Xiong at Phalen Regional Park.

WHEREAS, the Minnesota Historical Society has issued a request for proposals for eligible projects to be funded with the Commemorative Statues, Memorials and Historic Preservation (CSMHP) Grant Program; and

WHEREAS, the design and construction of a mural and statue honoring Tou Ger Xiong at Phalen Regional Park was designated for "priority consideration" for said grant funds by the Legislature; and

WHEREAS, the Department of Parks and Recreation wishes to submit an application for up to \$250,000 for said project into said grant program; now, therefore, be it

RESOLVED, the Saint Paul City Council expressly provides its support for the Department of Parks and Recreation to submit a grant application to the Minnesota Historical Society to design and construct a mural and statue honoring Tou Ger Xiong.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1435

File ID: RES 25-1435

Type: Resolution

Status: Agenda Ready

Version: 1

Contact 651-266-6412
Number:

In Control: City Council

File Created: 09/09/2025

File Name: Duluth and Case 3M PFAS Grant Application

Final Action:

Title: Authorizing the Department of Parks and Recreation to apply for \$500,000 from the 3M PFAS Settlement Priority 2 Grant Program for the Duluth and Case Revisioning project.

Notes:

Agenda Date: 09/17/2025

Sponsors: Yang

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Alice Messer

Hearing Date:

Entered by: kristi.wells@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1435

Authorizing the Department of Parks and Recreation to apply for \$500,000 from the 3M PFAS Settlement Priority 2 Grant Program for the Duluth and Case Revisioning project.

WHEREAS, the 3M PFAS Settlement Priority 2 Grant Program has opened a grant solicitation for eligible projects to be funded with Priority 2 funding; and

WHEREAS, the Duluth and Case Revisioning project has advanced in the design process and is ready to assemble capital funding to begin implementation of project phases; and

WHEREAS, the portion of the project improving accessibility into and throughout the site with paths and interconnecting walkways equipped with lighting and benches that will connect to the new facility, site features, and the Bruce Vento Regional Trail is eligible to receive Priority 2 funding; and

WHEREAS, the Department of Parks and Recreation submitted a letter of interest with basic details of said project to the Minnesota Department of Natural Resources; and

WHEREAS, the Minnesota Department of Natural Resources has invited the Department of Parks and Recreation to submit a full application into the grant program; and

WHEREAS, the Department of Parks and Recreation wishes to apply for \$500,000 in grant funds from the Priority 2 funding to implement said project; now, therefore, be it

RESOLVED, the Saint Paul City Council expressly provides its support for the Department of Parks and Recreation to submit a grant application to the 3M PFAS Settlement Priority 2 Grant Program to implement safe and accessible pathways and trail connections as part of the Duluth and Case Revisioning project.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1443

File ID: RES 25-1443

Type: Resolution

Status: Agenda Ready

Version: 1

Contact 651-266-8497
Number:

In Control: City Council

File Created: 09/10/2025

File Name: 2025 LCDA Affordable Homeownership Applications

Final Action:

Title: Authorizing the Department of Planning and Economic Development to apply to the Metropolitan Council for Livable Communities Demonstration Account for Affordable Homeownership projects at: 0 Bush Avenue (Amani Construction and Development), 968 Payne Avenue (African American Community Development Corporation), and 642 Selby Avenue (The Rondo Community Land Trust).

Notes:

Agenda Date: 09/24/2025

Sponsors: Bowie and Yang

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Anne Kane

Hearing Date:

Entered by: anne.kane@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1443

Authorizing the Department of Planning and Economic Development to apply to the Metropolitan Council for Livable Communities Demonstration Account for Affordable Homeownership projects at: 0 Bush Avenue (Amani Construction and Development), 968 Payne Avenue (African American Community Development Corporation), and 642 Selby Avenue (The Rondo Community Land Trust).

WHEREAS, the City of Saint Paul (the "City") is a participant in the Livable Communities Act's Local Housing Incentives Account Program for 2025 as determined by the Metropolitan Council, and is therefore eligible to apply for Livable Communities Demonstration Account funds; and

WHEREAS, the City has identified proposed projects within the City that meets the Demonstration Account's purposes and criteria and is consistent with and promotes the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS, the City has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS, the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS, the City agrees to act as legal sponsor for the projects contained in the grant applications submitted by the City on or about October 1, 2025; and

WHEREAS, the City acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed projects or key components of the proposed projects can be replicated in other metropolitan-area communities; and

WHEREAS, only a limited amount of grant funding is available through the Metropolitan Council's Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding.

NOW, THEREFORE, BE IT RESOLVED that, after appropriate examination and due consideration, the Saint Paul City Council, as the governing body of the City:

1. Finds that it is in the best interests of the City's development goals and priorities for the following proposed Affordable Homeownership projects to occur at these sites and at this particular time from these Metropolitan Council program funds:

0 Bush Avenue (Serenity Townhomes by Amani Construction & Development) not to exceed

\$1,000,000

968 Payne Avenue (Project Name by AACDC) not to exceed \$1,000,000

642 Selby Avenue (The Beasley by Rondo CLT) not to exceed \$1,200,000

2. Finds that the project components for which Livable Communities Demonstration Account funding is sought:

a. will not occur solely through private or other public investment within the reasonable foreseeable future, and

b. will occur within three years after a grant award only if Livable Communities Demonstration Account funding is made available for these projects at this time.

3. Represents to the Metropolitan Council that the City has undertaken reasonable and good faith efforts to procure funding for the project components for which Livable Communities Demonstration Account funding is sought but was not able to find or secure from other sources funding that is necessary for project component completion within three years and states that this representation is based on the following supporting facts:

a. The City of Saint Paul has no general fund resources available to invest in these sites; and

b. Project costs exceed balances in existing TIF districts and the financial limits on new TIF districts leaves the Housing and Redevelopment Authority of the City of Saint Paul with insufficient resources to invest in these sites.

4. Authorizes its Director of Planning and Economic Development to submit on behalf of the City, grant applications referenced above for Metropolitan Council Livable Communities Demonstration Account's Affordable Homeownership in the applications, and to execute such agreements or

documents as may be necessary to implement the projects on behalf of the City, wherein said agreement contains indemnification provisions in favor of the Metropolitan Council.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1449

File ID: RES 25-1449

Type: Resolution

Status: Agenda Ready

Version: 1

**Contact
Number:**

In Control: City Council

File Created: 09/10/2025

File Name: Bowie 2025 LMC Board Retreat

Final Action:

Title: Accepting the donation of registration, travel, and lodging expenses from the League of Minnesota Cities (LMC) for Councilmember Anika Bowie to attend the LMC 2025 Annual Board Retreat in Bemidji, MN from September 17-19, 2025.

Notes:

Agenda Date:

Sponsors: Bowie

Enactment Date:

Attachments:

Financials Included?:

Contact Name:

Hearing Date:

Entered by: greg.weiner@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1449

Accepting the donation of registration, travel, and lodging expenses from the League of Minnesota Cities (LMC) for Councilmember Anika Bowie to attend the LMC 2025 Annual Board Retreat in Bemidji, MN from September 17-19, 2025.

WHEREAS, Anika Bowie, Councilmember, has been invited by the League of Minnesota Cities (LMC) to attend the LMC 2025 Annual Board Retreat held in Bemidji, MN September 17-19, 2025; and

WHEREAS, attending the LMC 2025 Annual Board Retreat will serve as an opportunity for learning opportunities, fostering connections, and organization-wide strategy development; and

WHEREAS, LMC has offered to donate funds to the City of Saint Paul to cover all expenses related to transportation, hotel reservation, and conference registration for Councilmember Anika Bowie; and

WHEREAS, pursuant to Minn. Stat. 465.03, the City is allowed to accept, by a resolution adopted by a two-thirds majority of the City Council, a grant or devise of real or personal property in accordance with the terms prescribed by the donor; and

WHEREAS, the City Council of the City of Saint Paul finds that attendance at the LMC 2025 Annual Board Retreat benefits the City by providing an opportunity for an elected official to learn from and build connections with other local leaders across the state, and allowing the City to participate in organization-wide strategy building for LMC; now therefore, be it

RESOLVED, the Saint Paul City Council accepts the donation of registration, airfare, transportation and hotel expenses from the League of Minnesota Cities for the LMC 2025 Annual Board Retreat so that Councilmember Anika Bowie may attend, and thanks them for their generosity.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1465

File ID: RES 25-1465

Type: Resolution

Status: Agenda Ready

Version: 1

Contact 651-266-8686
Number:

In Control: City Council

File Created: 09/11/2025

File Name: 2025 Polling Location Changes Wards 2, 3 & 5

Final Action:

Title: Approving polling location changes for the November 4, 2025 election (wards 2, 3 and 5).

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker, Jost and Kim

Enactment Date:

Attachments: 2025 St. Paul Polling Location with changes and reasons (1)

Financials Included?:

Contact Name: Shari Moore

Hearing Date:

Entered by: shari.moore@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1465

Approving polling location changes for the November 4, 2025 election (wards 2, 3 and 5).

WHEREAS, the polling locations for voters in St. Paul Precincts 2-2, 3-12 and 5-6 are not available for use as polling locations, and

WHEREAS Ramsey County Elections staff conducted site visits to locate new polling locations, therefore

BE IT RESOLVED, Pursuant to Minnesota Statutes, Section 204B.16, the Council of the City of Saint Paul hereby approves the following changes for the November 4, 2025 election.

Precincts 2-2 and 3-12

Current Location: Awaken Community Church, 506 View Street

New Location: St. Peter's Lutheran Church, 530 Victoria Street

Precinct 5-6

Current Location: St. Bernards School Gym, 147 Geranium Avenue W.

New Location: North End Community Center, 145 Lawson Avenue

AND BE IT FINALLY RESOLVED, should further changes occur in the polling locations between the date of this resolution and November 5, 2024, the Ramsey County Election Office is hereby authorized to find appropriate locations in which to hold the election. A postal notification will be sent to all registered voters affected by the changes.

2025 Polling Location Changes City of St. Paul

Precinct

St. Paul 2-2 & St.Paul 3-12
St. Paul 5-6

Old Polling Location and Address

Awaken Community Church - 506 View St.
St. Bernards School Gym - 147 Geranium Ave W

New Polling Location and Address

St. Peter's Lutheran Church - 530 Victoria St.S.

North End Community Center-145 Lawson Ave W

Reason for Change

Awaken Community Church was sold and has become unavailable.
Parish has been sold and gym is no longer available.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1468

File ID: RES 25-1468

Type: Resolution

Status: Agenda Ready

Version: 1

Contact 2668548
Number:

In Control: City Council

File Created: 09/12/2025

File Name: North Country Tree Solutions - Denial of License

Final Action:

Title: Directing the Department of Safety and Inspections to proceed with the denial of the Tree Trimmer-1 Vehicle license and adverse action against North Country Tree Solutions d/b/a North Country Tree Solutions, (application ID #20250000582) located at 28268 120th Street Northwest, Zimmerman.

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments: Exhibit #1

Financials Included?:

Contact Name: Monica Shaffer

Hearing Date:

Entered by: riddhi.mistry@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1468

Directing the Department of Safety and Inspections to proceed with the denial of the Tree Trimmer-1 Vehicle license and adverse action against North Country Tree Solutions d/b/a North Country Tree Solutions, (application ID #20250000582) located at 28268 120th Street Northwest, Zimmerman.

WHEREAS, the Tree Trimmer-1 Vehicle license application ("License Application") completed by North Country Tree Solutions d/b/a North Country Tree Solutions ("North Country Tree Solutions") under application ID #20250000582 and located at 28268 120th Street Northwest, Zimmerman, MN 55398, which is owned by Ryan Anderson ("Licensee"), was the subject of adverse action pursuant to an August 26, 2025 Notice of Intent to Deny License ("Notice") (**Exhibit #1**), in which the Department of Safety and Inspections ("Department") provided notice to the Licensee of its intent to deny the License Application and move forward with adverse action supported by Saint Paul Legislative Code § 310.03(a); and

WHEREAS, on April 2, 2025, Licensee submitted a Class "R" License Application for a Tree Trimmer-1 Vehicle license; and

WHEREAS, on July 9, 2025, Department Inspector Luis Sanchez-Panadero emailed the Licensee

requesting submission of the vehicle inspection with photos of the vehicle no later than Monday, July 14, 2025, at 12:00 p.m. The Licensee was informed that failure to respond would result in a denial of the License Application; and

WHEREAS, on July 15, 2025, Department Inspector LaTiffany Porter sent the Licensee a letter requiring the Licensee to submit photos of the vehicle on or before July 22, 2025, to process the License Application; and

WHEREAS, on July 22, 2025, Department Inspector Luis Sanchez-Panadero sent a letter to the Licensee informing them that their time had elapsed to submit the vehicle-inspection requirement for the License Application. The Licensee was advised to contact the Department immediately and to choose one of the following options:

1. Submit outstanding requirements by July 29, 2025;
2. Complete the Request to Withdraw form; or
3. Do nothing and the Department will forward the application to the City Attorney's Office for adverse action to deny the License Application.

WHEREAS, the Notice laid out the basis for adverse action as follows:

Saint Paul Legislative Code § 310.01 defines "adverse action" as:

"the revocation or suspension of a license, the imposition of conditions upon a license, the denial of an application for the grant, issuance or renewal of a license, the imposition of a fine, the assessment of the costs of a contested hearing, and any other disciplinary or unfavorable action taken with respect to a license, licensee or applicant for a license. Adverse action includes any of the foregoing directed at one (1) or more licenses held by a licensee at any location in the city. Adverse action also includes disapproval of licenses issued by the state under statutory provisions which permit the governing body to disapprove the issuance of the license."

Saint Paul Legislative Code §§ 310.02(1)(a)(4), 310.02(1)(b) make a licensee responsible for submitting required information pertaining to their license application. Section 310.02(1)(a)(4) says:

"Additional information. The director will prescribe the information required to be submitted by each applicant in their application, in addition to that required by specific sections in these chapters, as may be necessary to carry out and enforce any provision hereunder. The director will require in every case the applicant to submit their name; business or corporate name; names of partners, officers, directors, shareholders, or trustees involved in the business; age; address; description or blueprint of the premises, if any, and the owner thereof, and locations and addresses of other business locations in Minnesota.

Section 310.02(1)(b) says:

"New application investigation and review. The director will determine the sufficiency and accuracy of each new application and obtain such criminal history information as may be used under Minn. Stats., chapter 364, and is otherwise available by law. The director will make reasonable and appropriate investigation of the premises or personal property, vehicles, or facilities, involved in or related to the licensed activity, and will request, where appropriate, the assistance of [Department] divisions and other city divisions or departments in making additional investigations for the purpose of determining whether the applicant is or will be in compliance with all applicable ordinances and statutes. The approval of such other divisions or departments is not required for issuance of a license

unless otherwise required by specific sections in these chapters. All new applications will be reviewed by the zoning administrator or their designee for compliance with all requirements of the Saint Paul Zoning Code, and no new license will be granted without full compliance with said requirements. All new applications involving a premise, location, building or structure will be reviewed by the building official or their designee for investigation and recommendation.”

Saint Paul Legislative Code § 310.02(1)(c)(1) explains that denial of a license application is adverse action:

“Denial of a Class R License application is adverse action and the procedures for notice and hearing outlined in Saint Paul Legislative Code Section 310.03 must be followed.”

Saint Paul Legislative Code § 310.03(a) explains the notice and hearing requirements:

“Adverse action; notice and hearing requirements. In any case where the council may or intends to consider any adverse action, including the revocation or suspension of a license, the imposition of conditions upon a license, or the denial of an application for the grant, issuance or renewal of a license, or the disapproval of a license issued by the State of Minnesota, the applicant or licensee must be given notice and an opportunity to be heard as provided herein. The council may consider such adverse actions when recommended by the director, by the director of any executive department established pursuant to Chapter 9 of the Charter, by the city attorney or on its own initiative.”

Saint Paul Legislative Code § 310.03(c) explains the hearing procedures and requirements:

“Hearing. Where there is no dispute as to the facts underlying the violation or as to the facts establishing mitigating or aggravating circumstances, the hearing must be held before the council. Otherwise, the hearing must be conducted before a hearing examiner appointed by the council or retained by contract with the city for that purpose. The applicant or the licensee must be provided an opportunity to present evidence and argument as well as meet adverse testimony or evidence by reasonable cross-examination and rebuttal evidence. The hearing examiner may in its discretion permit other interested persons the opportunity to present testimony or evidence or otherwise participate in such hearing.”

WHEREAS, the Licensee had been notified that the Licensee failed to provide the required vehicle inspection information to the Department on or before July 22, 2025. The Department recommended a denial of the Tree Trimmer - 1 Vehicle license application based on violations of the Saint Paul Legislative Code §§ 310.02(1)(a)(4), 310.02(1)(b); and

WHEREAS, the Department recommended a denial of the License Application; and

WHEREAS, the Notice laid out options for the Licensee:

“You have five (5) options on how to proceed:

1. If I have not heard from you by **September 5, 2025**, I will presume that you have chosen not to contest the proposed adverse action and the matter will be placed on the City Council Consent agenda for approval of the proposed remedy and denial of your license application.
2. Submit the required information requested to the Department of Safety and Inspections located at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **September 5, 2025**.
3. If you wish to admit the facts but you contest the penalty, you may have a hearing before the Saint Paul City Council. You will need to send me a letter with a statement

admitting to the facts and requesting a public hearing no later than **September 5, 2025**. The matter will then be scheduled before the City Council to determine whether or not your Tree Trimmer-1 Vehicle license application should be denied. You will have an opportunity to appear before the City Council and make a statement on your own behalf.

4. If you dispute the facts outlined above, you may request a hearing before an Administrative Law Judge ("ALJ"). You will need to send me a letter disputing the facts and requesting an administrative hearing no later than **September 5, 2025**. At that hearing both you and the City will appear and present witnesses, evidence and cross-examine each other's witnesses. After receipt of the ALJ's report (usually within 30 days), a hearing will need to be scheduled before the City Council. At that time, the City Council will decide whether to adopt, modify or reject the ALJ's report and recommendation.
5. You can withdraw your Tree Trimmer - 1 Vehicle license application. Complete and return the attached REQUEST TO WITHDRAW REQUEST FOR REFUND form to the Department of Safety and Inspections, located at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **September 5, 2025**."

WHEREAS, the Notice was sent to the Licensee on **August 26, 2025**, providing that the Licensee respond by **September 5, 2025**, to contest the proposed adverse action; and

WHEREAS, on September 9, 2025, the City Attorney's Office contacted the Department to confirm whether the requested documents had been received and was informed the Department had not heard from the Licensee; and

WHEREAS, the Notice stated that if the Licensee failed to contest to the denial of the License Application then the matter would be placed on the City Council Consent Agenda to impose the recommended penalty; now, therefore, be it

RESOLVED, the Tree Trimmer - 1 Vehicle license application completed by North Country Tree Solutions d/b/a North Country Tree Solutions, (application ID #20250000582) located at 28268 120th Street Northwest, Zimmerman, is hereby denied because the Licensee did not submit all required documents to the Department of Safety and Inspections as required by Saint Paul Legislative Code §§ 310.02(1)(a)(4), 310.02(1)(b), and the denial is consistent with Saint Paul Legislative Code §§ 310.01, 310.02(1)(c)(1), 310.03(a), 310.03(c).

STATE OF MINNESOTA)
) ss.

AFFIDAVIT OF SERVICE BY U.S. MAIL

COUNTY OF RAMSEY)

Riddhi Mistry, being first duly sworn, deposes and says that on the twenty-sixth day of August she served the attached **NOTICE OF INTENT TO DENY LICENSE** and a correct copy thereof in an envelope addressed as follows:

North Country Tree Solutions
d/b/a North Country Tree Solutions
28268 120th Street Northwest
Zimmerman, MN 55398
Attn: Ryan Anderson

Ryan Anderson
28268 120th Street Northwest
Zimmerman, MN 55398

(which is the last known address of said person) depositing the same, with postage prepaid, in the United States mail at St. Paul, Minnesota.



Riddhi Mistry

Subscribed and sworn to before me
This 26th day of August 2025



Notary Public





August 26, 2025

NOTICE OF INTENT TO DENY LICENSE

North Country Tree Solutions
d/b/a North Country Tree Solutions
28268 120th Street Northwest
Zimmerman, MN 55398
Attn: Ryan Anderson

RE: Tree Trimmer-1 Vehicle license application submitted by North Country Tree Solutions d/b/a North Country Tree Solutions for the premises located at 28268 120th Street Northwest, in Saint Paul.
License ID #:20250000582

Dear Licensee:

The Department of Safety and Inspections will recommend denial of the Tree Trimmer-1 Vehicle license application submitted by North Country Tree Solutions d/b/a North Country Tree Solutions ("Applicant") located at 28268 120th Street Northwest, in Saint Paul.

Legal Basis for Adverse Action:

Saint Paul Legislative Code §310.01 defines "Adverse Action" as:

"the revocation or suspension of a license, the imposition of conditions upon a license, the denial of an application for the grant, issuance or renewal of a license, the imposition of a fine, the assessment of the costs of a contested hearing, and any other disciplinary or unfavorable action taken with respect to a license, you or applicant for a license. Adverse action includes any of the foregoing directed at one (1) or more licenses held by a licensee at any location in the city. Adverse action also includes disapproval of licenses issued by the state under statutory provisions which permit the governing body to disapprove the issuance of the license."



Saint Paul Legislative Code §§ 310.02(1)(a)(4), 310.02(1)(b), and 310.02(1)(c) makes a licensee responsible for submitting required information pertaining to their license application:

1) *"Class R Licenses.*

4. *Additional information.* The director will prescribe the information required to be submitted by each applicant in their application, in addition to that required by specific sections in these chapters, as may be necessary to carry out and enforce any provision hereunder. The director will require in every case the applicant to submit their name; business or corporate name; names of partners, officers, directors, shareholders, or trustees involved in the business; age; address; description or blueprint of the premises, if any, and the owner thereof, and locations and addresses of other business locations in Minnesota.

(b) *New application investigation and review.* The director will determine the sufficiency and accuracy of each new application and obtain such criminal history information as may be used under Minn. Stats., chapter 364, and is otherwise available by law. The director will make reasonable and appropriate investigation of the premises or personal property, vehicles, or facilities, involved in or related to the licensed activity, and will request, where appropriate, the assistance of DSI divisions and other city divisions or departments in making additional investigations for the purpose of determine whether the applicant is or will be in compliance with all applicable ordinances and statutes. The approval of such other divisions or departments is not required for issuance of a license unless otherwise required by specific sections in these chapters. All new applications will be reviewed by the zoning administrator or their designee for compliance with all requirements of the Saint Paul Zoning Code, and no new license will be granted without full compliance with said requirements. All new applications involving a premise, location, building or structure will be reviewed by the building official or their designee for investigation and recommendation.

(c) *Application denial.*

1. Denial of a Class R License application is adverse action and the procedures for notice and hearing outlined in Saint Paul Legislative Code Section 310.03 must be followed."

Saint Paul Legislative Code § 310.03(a) explains the hearing procedures and requirements:

(a) **"Adverse action; notice and hearing requirements.** In any case where the council may or intends to consider any adverse action, including the revocation or suspension of a license,



the imposition of conditions upon a license, or the denial of an application for the grant, issuance or renewal of a license, or the disapproval of a license issued by the State of Minnesota, the applicant or licensee must be given notice and an opportunity to be heard as provided herein. The council may consider such adverse actions when recommended by the director, by the director of any executive department established pursuant to Chapter 9 of the Charter, by the city attorney or on its own initiative."

Saint Paul Legislative Code § 310.03(c) explains the hearing procedures and requirements:

(c) "**Hearing.** Where there is no dispute as to the facts underlying the violation or as to the facts establishing mitigating or aggravating circumstances, the hearing must be held before the council. Otherwise the hearing must be conducted before a hearing examiner appointed by the council or retained by contract with the city for that purpose. The applicant or the licensee must be provided an opportunity to present evidence and argument as well as meet adverse testimony or evidence by reasonable cross-examination and rebuttal evidence. The hearing examiner may in its discretion permit other interested persons the opportunity to present testimony or evidence or otherwise participate in such hearing."

Saint Paul Legislative Code § 362.03(c) explains licensing requirements and registration:

(c) "**License plates and register.** The department of safety and inspections shall furnish the licensee with a sticker for each vehicle licensed, which shall be displayed on the licensed vehicle and which shall indicate the month and date of the license expiration. The name of the company, the license number, and a telephone contact number must be displayed permanently on the vehicles."

Adverse Action Recommendation:

Because your Tree Trimmer-1 Vehicle license application failed to submit vehicle requirements, the Department of Safety and Inspections (DSI) will recommend a denial of the Tree Trimmer-1 Vehicle license application based on violation of Saint Paul Legislative Code §§ 310.01, 02(1)(a)(4), 02(1)(b), 02(1)(c), 03(a), 03(c), and 362.03(c).

Factual basis for denial of the Tree Trimmer-1 Vehicle license application:

On April 2, 2025, you submitted a Class "R" License Application for a Tree Trimmer-1 Vehicle license.

CITY OF SAINT PAUL
MELVIN CARTER, MAYOR

STPAUL.GOV

The Saint Paul City Attorney's Office does not discriminate
based on race, color, national origin, religion, sex/gender, disability, sexual orientation, gender identity, age, or veteran status
in the delivery of services or employment practices.



On April 18, 2025, you received an email from DSI Customer Service Specialist, Lee Vang, to reach out to Allan Vang for scheduling a vehicle inspection for the 2005 International 4300.

On July 9, 2025, you received an email from DSI Inspector Luis Sanchez-Panadero asking you to submit any required information you may have for the vehicle inspection. You were informed to submit photos of the vehicle no later than Monday, July 14 at 12 p.m. If you failed to do so, you would receive letters from DSI requesting submission of any outstanding documents. Failure to respond to these letters would result in a denial of your license application.

On July 15, 2025, you received a letter from DSI Inspector LaTiffany Porter informing you that in order for DSI to continue processing your application you must submit photos of the vehicle on or before July 22, 2025.

On July 22, 2025, you received a second letter from DSI Inspector Luis Sanchez-Panadero informing you that your time had elapsed to submit the requirements for the vehicle inspection. You were advised to contact DSI immediately and choose one of the following options: 1.) Submit outstanding requirements by July 29, 2025, to continue your application process, 2.) Complete the Request to Withdraw form and return it to DSI, or 3.) Do nothing and DSI would forward your application to the City Attorney's Office for adverse action for application denial.

You have five (5) options on how to proceed:

1. If I have not heard from you by **September 5, 2025**, I will presume that you have chosen not to contest the proposed adverse action and the matter will be placed on the City Council Agenda for approval of the proposed remedy and denial of your license application.
2. Submit the required information to the Department of Safety and Inspections located at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **September 5, 2025**.
3. If you wish to admit the facts but you contest the penalty, you may have a hearing before the Saint Paul City Council. You will need to send me a letter with a statement admitting to the facts and requesting a public hearing no later than **September 5, 2025**. The matter will then be scheduled before the City Council to determine whether or not your Tree Trimmer-1 Vehicle



license application should be denied. You will have an opportunity to appear before the City Council and make a statement on your own behalf.

4. If you dispute the facts outlined above, you may request a hearing before an Administrative Law Judge ("ALJ"). You will need to send me a letter disputing the facts and requesting an administrative hearing no later than **September 5, 2025**. At that hearing both you and the City will appear and present witnesses, evidence, and cross-examine each other's witnesses. After receipt of the ALJ's report (usually within 30 days), a hearing will need to be scheduled before the City Council. At that time, the City Council will decide whether to adopt, modify, or reject the ALJ's report and recommendation.

Please note: If you choose an administrative hearing, the Department of Safety and Inspections reserves the right to recommend that City Council impose the costs of the administrative hearing per Saint Paul Legislative Code § 310.03(k).

5. You can withdraw your Tree Trimmer-1 Vehicle license application. Complete and return the attached REQUEST TO WITHDRAW REQUEST FOR REFUND form to the Department of Safety and Inspections, located at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **September 5, 2025**.

If you have not contacted me by September 5, 2025, I will assume that you do not contest the denial of your Tree Trimmer-1 Vehicle application. In that case, the matter will be placed on the next available City Council Consent Agenda for approval of the recommended penalty.

If you have questions about these options, please contact my Paralegal, Riddhi Mistry, at (651) 266-8835 or riddhi.mistry@ci.stpaul.mn.us.

Sincerely,

/s/

Therese Skarda

Assistant City Attorney

License No.: 0240989

Cc: Ryan Anderson, 28268 120th Street Northwest, Zimmerman, MN 55398



Attachments: Copy of Class R License Application dated 04/02/2025
Email from Lee Vang to Ryan Anderson – 04/18/2025
Email from Luis Sanchez-Panadero to Ryan Anderson – 07/09/2025
Letter from LaTiffany Porter to Ryan Anderson – 07/15/2025
Letter from Luis Snachez-Panadero to Ryan Anderson – 07/22/2025
Request to Withdraw Request for Refund Form
Saint Paul Legislative Code § 310.01
Saint Paul Legislative Code § 310.02(1)(a)(4)
Saint Paul Legislative Code § 310.02(1)(b)
Saint Paul Legislative Code § 310.02(1)(c)
Saint Paul Legislative Code § 310.03(a)
Saint Paul Legislative Code § 310.03(c)
Saint Paul Legislative Code § 362.03(c)



SAINT PAUL
SAFETY & INSPECTIONS

Saint Paul, Minnesota 55101
Phone: 651-266-8989
Web: www.stpaul.gov/dsi

Received

APR 03 2025

City of Saint Paul - DSI

Class "R" License Application

LICENSES ARE NOT TRANSFERRABLE

Payment must be received with each application. This application is subject to review by the public.

Types of License(s) being applied for:

Fee(s):

1. Tree Trimmer One Vehicle \$210.00
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

Total: \$ 0.00

Business Information

Business Address: 28264 120th St NW Zimmerman MN 55398
Street City State Zip

Company Name: North Country Tree Solutions Doing Business As: _____

Company Type: Corporation ☒ Partnership ☐ Sole Proprietorship ☐

Date of Incorporation: Jan 1 2022 Date of Anticipated Opening: _____

Mailing Address: _____
Street City State Zip

Business Phone #: 763-360-4531 Email Address: _____

Applicant Information

Applicant Name: Ryan Robert Anderson
First Middle Last

Title: owner/operator Date of Birth: _____

Drivers License: _____ Email: _____
State License #

Home Address: _____
Street City State Zip

Cell Phone #: _____ Alternate Phone #: _____

Supplemental Required Information

Are you going to operate this business personally?

Yes:



No:



If no, who will operate it?

Operator Name:

Ryan

Robert

Anderson

Home Address:

Date of Birth:

Phone #:

Email Address:

Are you going to have a manager or assistant in this business?

Yes:



No:



If manager is not the same as the operator, please complete the following information:

Manager Name:

First

Middle

Last

Home Address:

Street

City

State

Zip

Date of Birth:

Phone #:

Email Address:

Please list all other officers of the corporation (Attach another sheet if applicable.)

Officer Name:

First

Middle

Last

Title:

Email:

Home Address:

Street

City

State

Zip

Date of Birth:

Phone #:

Officer Name:

First

Middle

Last

Title:

Email:

Home Address:

Street

City

State

Zip

Date of Birth:

Phone #:

Officer Name:

First

Middle

Last

Title:

Email:

Home Address:

Street

City

State

Zip

Date of Birth:

Phone #:

FALSIFICATION OF ANSWERS GIVEN OR MATERIAL SUBMITTED WILL RESULT IN DENIAL OF APPLICATION

I hereby state that I have answered all of the preceding questions and that the information contained herein is true and correct to the best of my knowledge and belief.

Owner/operator

Title

4/2/25

Date



SAINT PAUL
SAFETY & INSPECTIONS

DEPARTMENT OF SAFETY & INSPECTIONS (DSI)
ANGIE WIESE, PE(MN), CBO, DIRECTOR

375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806
Tel: 651-266-8989 | Fax: 651-266-9124
Visit our Web Site at: www.stpaul.gov/dsi

VEHICLE INFORMATION

Application Requirements

License ID# _____
Business Name North Country Tree Solutions
Business Address 29268 120th St NW
Business Phone 763-360-4531 Contact Person/Title Ryan Anderson

Vehicle #1 Information

License Plate Number 4B23152 Vehicle Year 2005
Vehicle Make International Vehicle Model 4300
Vehicle VIN Number [REDACTED]

Vehicle #2 Information

License Plate Number _____ Vehicle Year _____
Vehicle Make _____ Vehicle Model _____
Vehicle VIN Number _____

Vehicle #3 Information

License Plate Number _____ Vehicle Year _____
Vehicle Make _____ Vehicle Model _____
Vehicle VIN Number _____

Vehicle #4 Information

License Plate Number _____ Vehicle Year _____
Vehicle Make _____ Vehicle Model _____
Vehicle VIN Number _____

Vehicle #5 Information

License Plate Number _____ Vehicle Year _____
Vehicle Make _____ Vehicle Model _____
Vehicle VIN Number _____

Please copy this form to use for additional vehicles.



July 15, 2025

North Country Tree Solutions
28268 120th Street NW
Zimmerman, Minnesota 55398

Application Missing Requirements

Re: Pending Tree Trimmer & 1 Vehicle License Application – ID 20250000582 – 28268 120th Street NW Zimmerman, Minnesota 55398

North Country Tree Solutions

In order for the Department of Safety and Inspections (DSI), Licensing Division to continue processing your **Tree Trimmer & 1 Vehicle** license application you must complete the vehicle inspection for the license you have applied for.

On April 18th, 2025, Customer Service Specialist sent an email to northcountrytreesolutions@gmail.com to contact Inspector Allan Vang to complete your vehicle inspection. On July 9th, 2025, Inspector Luis Sanchez-Panadero sent a follow-up email to northcountrytreesolutions@gmail.com, requesting vehicle photos to complete the vehicle inspection; as well as leaving a voicemail with the business number on file informing them of the missing materials.

You have 7 days to submit the requested photos for the vehicle, including the front, back, both sides and a picture of the VIN number located on the vehicle on or before July 22 to latiffany.porter@ci.stpaul.mn.us. The vehicle photos must satisfy all applicable code discipline requirements including but not limited to DSI – Licensing Division.

Failure to submit the vehicle photos may result in taking adverse action with the City Attorney's Office for license application denial.

Information regarding Tree Trimmer & 1 Vehicle licensing requirements you may contact me at 651-266-8989 or by email.

Respectfully,

LaTiffany Porter

Licensing Inspector, Department of Safety and Inspections



July 22, 2025

North Country Tree Solutions
North Country Tree Solutions
28268 120th St NW
Zimmerman, Minnesota 55398

Final Notice – Application Missing Requirements

Re: Tree Trimmer & 1 Vehicle License – 28268 120th St NW – DBA: North Country Tree Solutions

North Country Tree Solutions,

This letter is to inform you that your time has elapsed to submit the following requirements for the above reference application; **vehicle inspection**.

You must contact the Department of Safety and Inspections (DSI) immediately, you have the following three options regarding to your license application.

Option - 1) Submit the above-mentioned requirements on or before July 29, 2025, to continue the application process.

Option – 2) Complete the enclosed request to withdraw form and return to DSI at 375 Jackson Street, Suite 220 – St. Paul, MN 55101, via email to luis.sanchez-panadero@ci.stpaul.mn.us or by U.S. mail, with the self-return envelope included in this letter. **NOTE: By selecting this choice DSI will refund 75% of your license application fee.**

Or

Option – 3) Do nothing, DSI will forward your application to the City Attorney's Office for adverse action for application denial. **Once the application denial is approved by City Council you will not be able to re-apply for a license within the City of Saint Paul for one (1) year.**

Questions regarding this letter, information for requirements or regulations you may contact me directly by phone at 651-266-9016 or you may visit the City of Saint Paul's webpage at stpaul.gov.

Respectfully,

Luis Sanchez-Panadero
DSI Licensing Inspector

C: Ryan Anderson – 28268 120th St SW Zimmerman, Minnesota 55398

From: [Luis Sanchez-Panadero](#)
To: northcountrytreesolutions@gmail.com
Cc: [LaTiffany Porter](#)
Bcc: [Lee Vang](#)
Subject: RE: North Country Tree Solutions 20250000582
Date: Wednesday, July 9, 2025 11:02:00 AM
Attachments: [image001.png](#)
[image002.png](#)

Hello Ryan,

I am reaching out to you regarding the vehicle inspection reequipment for your Tree Trimmer Vehicle License. Allan Vang has been promoted to another City division, and I am currently filling-in for the vehicle inspection as we train a new staff person to take over his duties. Allan has been pretty good at forwarding me any communications he still receives from those that we were working with him before he left the licensing division, but I have not been forwarded anything regarding North Country Tree Solutions and the company's tree trimmer vehicle license.

Have you been in contact with him? Were you able to submit the required materials for the vehicle inspection? The vehicle inspection can be done entirely through email by submitting us photos of the vehicle you wish to license - the **2005 International 4300**.

If you have submitted photos to Allan, please forward those to me. Otherwise, take the following photos of the vehicle and email them to me.

1. Have separate photos for the following:
 - Front - showing vehicle and license plate
 - Back - showing vehicle and license plate
 - Both sides (Right & Left) of the vehicle, showing the entire vehicle –
 - A sign with the printed name / phone number of company must be displayed permanently on the vehicles and shown on the photos
 - Picture of the VIN number that is on the vehicle

Make sure the photos are clear, and all information is readable. I have included some tips below that have helped with sending photos over email. Let me know if you are still having trouble emailing the photos after trying these methods below, and we can work on an alternative.

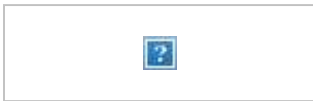
- Send the photos as attachments.
- Copy and paste the photos in a word document and then attach the word document.
- Send each photo in individual emails.

Please submit these photos by Monday at noon. If we do not hear back from you, a series of letters will be physically sent to you regarding the missing documents. Failure to respond and

turn-in these missing materials may result in denial of your license application. Let me know if you have any questions.

Best Regards,
Luis

Luis Sanchez-Panadero
Pronouns: he/him/his
DSI Inspector I
Department of Safety and Inspections
375 Jackson Street, Suite 220
Saint Paul, MN 55101
P: 651-266-9016
Luis.sanchez-panadero@ci.stpaul.mn.us



[Business Licenses and Permits - Website & Information](#)

From: Lee Vang
Sent: Friday, April 18, 2025 8:16 AM
To: northcountrytreesolutions@gmail.com
Cc: Allan Vang <Allan.Vang@ci.stpaul.mn.us>
Subject: North Country Tree Solutions 20250000582

Good morning Ryan –

Please call Allan Vang 651.266.1915 to schedule a vehicle inspection for the 2005 International 4300.

Thank you!

Lee Vang
Customer Service Specialist
Pronouns: she/her/hers
Department of Safety and Inspections
[375 Jackson St.](#) Ste. 220
Saint Paul, MN 55101
P: 651-266-9116 | F: 651-266-9124
lee.vang@ci.stpaul.mn.us



DSI Customer Service Counter Hours: 8:00 am - 4:00 pm (Mon – Fri)

FREE open lot parking on the SW corner of 6th St E & Jackson St

Ordinance Violations

Section 362.03. Licensing requirements.

- (c) ***License plates and register.*** The department of safety and inspections shall furnish the licensee with a sticker for each vehicle licensed, which shall be displayed on the licensed vehicle and which shall indicate the month and date of the license expiration. The name of the company, the license number, and a telephone contact number must be displayed permanently on the vehicles.

Section 310.02. Uniform procedures for application for the grant or issuance of the license, new application investigation and review, application denial, notice, levels of approval, objections and renewal procedures by license type.

1) *Class R Licenses.*

- 4. ***Additional information.*** the director will prescribe the information required to be submitted by each applicant in their application, in addition to that required by specific sections in these chapters, as may be necessary to carry out and enforce any provision hereunder. The director will require in every case the applicant to submit their name; business or corporate name; names of partners, officers, directors, shareholders, or trustees involved in the business; age; address; description or blueprint of the premises, if any, and the owner thereof, and locations and addresses of other business locations in Minnesota.
- (b) ***New application investigation and review.*** the director will determine the sufficiency and accuracy of each new application and obtain such criminal history information as may be used under Minn. Stats., chapter 364, and is otherwise available by law. The director will make reasonable and appropriate investigation of the premises or personal property, vehicles, or facilities, involved in or related to the licensed activity, and will request, where appropriate, the assistance of DSI divisions and other city divisions or departments in making additional investigations for the purpose of determining whether the applicant is or will be in compliance with all applicable ordinances and statutes. The approval of such other divisions or departments is not required for issuance of a license unless otherwise required by specific sections in these chapters. All new applications will be reviewed by the zoning administrator or their designee for compliance with all requirements of the Saint Paul Zoning Code, and no new license will be granted without full compliance with said requirements. All new applications involving a premise, location, building or structure will be reviewed by the building official or their designee for investigation and recommendation.
- (c) ***Application denial.***
 - 1. Denial of a Class R License application is adverse action and the procedures for notice and hearing outlined in Saint Paul Legislative Code Section 310.03 must be followed.

Section 310.03. Hearing procedures.

- (a) ***Adverse action; notice and hearing requirements.*** In any case where the council may or intends to consider any adverse action, including the revocation or suspension of a license, the imposition of conditions upon a license, or the denial of an application for the grant, issuance or renewal of a license, or the disapproval of a license issued by the State of Minnesota, the applicant or licensee must be given notice and an opportunity to be heard as provided herein. The council may consider such adverse actions when recommended by the director, by the director of any executive department established pursuant to Chapter 9 of the Charter, by the city attorney or on its own initiative.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1477

File ID: RES 25-1477

Type: Resolution

Status: Agenda Ready

Version: 1

**Contact
Number:**

In Control: City Council

File Created: 09/15/2025

File Name:

Final Action:

Title: Approving the Mayor's appointment of Molly Coleman (as an alternate) to serve on the Metropolitan Transportation Advisory Board.

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments:

Financials Included?:

Contact Name:

Hearing Date:

Entered by: jennifer.nelson@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1477

Approving the Mayor's appointment of Molly Coleman (as an alternate) to serve on the Metropolitan Transportation Advisory Board.

WHEREAS, Matt Privratsky was previously appointed by Mayor Melvin Carter and approved by the council under RES 25-874 to serve on the Metropolitan Transportation Advisory Board; and

WHEREAS, Matt Privratsky served as Interim Councilmember of Ward 4 until his term ended on August 22, 2025; and

WHEREAS, Molly Coleman was sworn in as Councilmember of Ward 4 on August 27, 2025; and

WHEREAS, Mayor Carter wishes to appoint Molly Coleman (as an alternate) to serve on the Metropolitan Transportation Advisory Board for a term ending December 31, 2027, now, therefore be it

RESOLVED, that the Saint Paul City Council consents to and approves the appointment, made by the Mayor, of the following individual to serve on the Metropolitan Transportation Advisory

Board.

Appointment

Name

Representing

Term

Expires

Molly Coleman (alternate)

Local Elected Official

December 31, 2027



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1480

File ID: RES 25-1480

Type: Resolution

Status: Agenda Ready

Version: 1

Contact 266-6680
Number:

In Control: City Council

File Created: 09/15/2025

File Name: Metro Deaf Revenue Bonds Issuance CC RES

Final Action:

Title: Approving the Proposed Issuance of Conduit Charter School Lease Revenue Bonds by the Housing and Redevelopment Authority (the "HRA") for the Metro Deaf School Project Located at 1125 Energy Park Drive (District 10, Ward 4).

Notes:

Agenda Date: 09/24/2025

Sponsors: Coleman

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Jenny Wolfe

Hearing Date:

Entered by: kelly.bauer@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1480

Approving the Proposed Issuance of Conduit Charter School Lease Revenue Bonds by the Housing and Redevelopment Authority (the "HRA") for the Metro Deaf School Project Located at 1125 Energy Park Drive (District 10, Ward 4).

(a) Minnesota Statutes, Sections 469.152 through 469.1655, as amended (the "Act") confers upon each housing and redevelopment authority of the State of Minnesota, including the HRA, the authority to issue revenue bonds to finance, in whole or in part, the costs of the acquisition, construction, improvement, or extension of revenue producing enterprises, whether or not operated for profit; and

(b) The HRA has been designated, to exercise, on behalf of the City of Saint Paul, Minnesota (the "City") the powers conferred by Minnesota Statutes, 469.152 through 469.1655, as amended; and

(c) The HRA has received a proposal from 1House2Hands, Inc., a Minnesota nonprofit corporation and 501(c)(3) organization (the "Borrower"), to finance a portion of the project hereinafter described, pursuant to the Act, through the issuance of one or more series of revenue and refunding bonds, in an estimated aggregate principal amount not to exceed \$12,500,000 (the "Bonds"); and

(d) The project to be financed by the Bonds, along with a revenue note to be issued by the Port Authority of the City of Saint Paul (the "2025 PASP Note"), is: (i) the refunding or optional

redemption of a portion of the HRA's Charter School Lease Revenue Bonds (Metro Deaf School Project), Series 2018A and Taxable Charter School Lease Revenue Bonds (Metro Deaf School Project), Series 2018B; (ii) financing costs related to improvements to the school facility located at 1125 Energy Park Drive (the "School Facility") in the City; (iii) paying capitalized interest on the 2025 PASP Note and the Bonds; (iv) if necessary, funding a deposit to the debt service reserve fund; and (v) paying the costs of issuing the 2025 PASP Note and the Bonds; and

(e) The School Facility is owned by the Borrower and currently leased to and operated by, and will continue to be leased to and operated by, Metro Deaf School, a Minnesota nonprofit corporation and public charter school currently authorized by the University of St. Thomas (the "Charter School"); and

(f) The proposal calls for the HRA to loan the proceeds realized upon the issuance and delivery of the Bonds to the Borrower pursuant to a loan agreement wherein the Borrower will be obligated to pay all costs and expenses of the HRA and the City incident to the issuance of the Bonds; and

(g) The City desires to facilitate the Project; and

(h) Pursuant to the Act and Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), and regulations promulgated thereunder, a notice of public hearing in the required form was published in a newspaper of general circulation in advance of the date of such public hearing; and

(i) A public hearing on the Project was held by the HRA, on September 24, 2025, following duly published notice in the *Pioneer Press*, a newspaper of general circulation in the City on September 13, 2025, with respect to the required public hearing under Section 147(f) of the Code; and

(j) During said public hearing a reasonable opportunity was provided for interested individuals to express their views, both orally and in writing;

(k) No public official of the City has either a direct or indirect financial interest in the Project nor will any public official either directly or indirectly benefit financially from the Project.

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

1. The City hereby approves the issuance of conduit charter school lease revenue and refunding bonds described above, to be undertaken by the Borrower pursuant to the Borrower's specifications, and approves the Project, pursuant to the Act.

2. The publication of the notice of public hearing by HRA staff prior to the public hearing is hereby ratified.

3. The Project and the issuance of the Bonds are hereby approved by the City subject to final approval by the Borrower and the purchaser of the Bonds as to ultimate details of the financing of the Project. This approval is given pursuant to the requirement set forth in Section 147(f) of the Code and the Act and is not offered for any other purposes, including, but not limited to, the tax consequences of this financing arrangement.

4. The Borrower has agreed and it is hereby determined that any and all costs incurred by the City or the HRA in connection with the financing of the Project whether or not the Project is carried to completion and whether or not approved by HRA will be paid by the Borrower.

5. Ballard Spahr LLP, as bond counsel, and such financial institutions as may be selected by Borrower, with the consent of the HRA, are authorized to assist in the preparation and review of necessary documents relating to the Project and to consult with the Saint Paul City Attorney, Borrower and the purchaser of the Bonds as to the maturities, interest rates and other terms and provisions of the Bonds and as to the covenants and other provisions of the necessary documents and submit such documents to the HRA for final approval.

6. Nothing in this Resolution or the documents prepared pursuant hereto shall authorize the expenditure of any municipal funds on the Project. The Bonds shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property or funds of the City or the HRA

except the revenue and proceeds pledged to the payment thereof, nor shall the City or the HRA be subject to any liability thereon. The holders of the Bonds shall never have the right to compel any exercise of the taxing power of the City or the HRA to pay the outstanding principal on the Bonds or the interest thereon, or to enforce payment thereon against any property of the City or the HRA. The Bonds shall recite in substance that the Bonds, including the interest thereon, are payable solely from the revenue and proceeds pledged to the payment hereof. The Bonds shall not constitute a debt of the City or the HRA within the meaning of any constitutional, charter, or statutory limitation.

7. The City Council hereby authorizes the appropriate City Officials or their proper designees to execute agreements and such other documents necessary to carry out this Resolution. The City may execute documents, certificates, and instruments relating to the issuance of the Bonds and the Project by electronic signature. For purposes hereof: (i) "electronic signature" means a manually signed original signature that is then transmitted by electronic means; and (ii) "transmitted by electronic means" means sent in the form of a facsimile or sent via the internet as a portable document format ("pdf") or other replicating image attached to an electronic mail or internet message; or (iii) a digital signature of an authorized representative of any party provided by AdobeSign or DocuSign (or such other digital signature provider as specified by such party).

8. The City's Interim PED Director, staff and legal counsel are hereby authorized and directed to take all actions necessary to implement this Resolution.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1447

File ID: RES 25-1447

Type: Resolution

Status: For Discussion

Version: 1

Contact 651-266-8566
Number:

In Control: City Council

File Created: 09/10/2025

File Name: Audit Committee's recommendation (data practices process study)

Final Action:

Title: Approving the City of Saint Paul Audit Committee's next study related to the data practices process and authorizing Wilder Research to conduct the study. (Laid over from September 17, 2025)

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker, Coleman and Kim

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Nhia Vang

Hearing Date:

Entered by: nhia.vang@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	09/17/2025	Laid Over	City Council	09/24/2025		Pass
	Action Text: Laid to September 24, 2025						
	Notes: Council President Noecker moved to lay over for one week.						
		Yea: 7	Councilmember Noecker, Councilmember Yang, Councilmember Kim, Councilmember Bowie, Councilmember Jost, Councilmember Johnson, and Councilmember Coleman				
		Nay: 0					

Text of Legislative File RES 25-1447

Approving the City of Saint Paul Audit Committee's next study related to the data practices process and authorizing Wilder Research to conduct the study. (Laid over from September 17, 2025)

WHEREAS, the City of Saint Paul is committed to transparency, accountability, and equitable access to public information as required under the Minnesota Government Data Practices Act (MGDPA); and

WHEREAS, in response to growing public interest in government data access, privacy protections, and process efficiency, the city initiated a review of internal data practices processes in 2024; and

WHEREAS, pursuant to RES 25-781 and RES 25-780, the Human Resources Department

conducted job audits for the classifications of Data Practices Supervisor and Data Practices Specialist to enhance coordination and support for the City's compliance with data practices requests; and

WHEREAS, at its meeting on June 25th, the City Council's Organizational Committee reviewed two study topics: Data Practices Process and Revisiting the Housing Development Process, which had been forwarded by the Audit Committee from its June 17th meeting, and voted to advance the Data Practices Process study for further evaluation, specifically to identify opportunities to improve the consistency, timeliness, and clarity of the City's response to data requests across all departments; and

WHEREAS, community stakeholders and staff have expressed support to examine and identify actionable policy, technology, and procedural changes to improve the City's data practices framework; and

WHEREAS, a study would include further analysis of:

- Internal workflows and interdepartmental coordination;
- Public-facing communication and response protocols;
- Legal compliance with MGDPA and best practices from peer cities;
- Resource needs and staff training; and
- Opportunities to reduce response times and increase public trust; and

NOW, THEREFORE, BE IT RESOLVED, that the Saint Paul City Council hereby authorizes and directs the City Council City Clerk's Office, the City Attorney's Office, the Office of Technology and Communications, and other relevant departments to participate in and support the Audit Committee's next study of the Data Practices Process.

BE IT FURTHER RESOLVED, that the City Council requests a comprehensive report summarizing the study's findings and recommendations to be presented at the conclusion of the study period, including any proposed policy changes or budgetary actions necessary for implementation.

BE IT FINALLY RESOLVED, that the study shall include meaningful engagement with community stakeholders, subject matter experts, advocates, and City staff to ensure a transparent, inclusive, and equity-informed process.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES PH 25-203

File ID: RES PH 25-203

Type: Resolution-Public Hearing

Status: For Discussion

Version: 1

**Contact
Number:**

In Control: City Council

File Created: 08/28/2025

File Name: High Intensity Drug Trafficking Areas (HIDTA) grant

Final Action:

Title: Authorizing the Police Department to accept the High Intensity Drug Trafficking Areas (HIDTA) Program grant from the Office of National Drug Control Policy, authorizing the execution of the grant agreement, and amending the 2025 grant fund budget and add activity budget. (Public hearing closed and laid over from September 17, 2025)

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments: Financial Analysis, HIDTA 2025 Notice of Award
5.23.25

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Renee.Manning@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	09/17/2025	Laid Over	City Council	09/24/2025		Pass
	Action Text: Public hearing closed and laid over to September 24, 2025						
	Notes: Rich Neumeister, resident, spoke during the public hearing.						
	Council President Noecker moved to lay over for one week.						
	Yea: 7 Councilmember Noecker, Councilmember Yang, Councilmember Kim, Councilmember Bowie, Councilmember Jost, Councilmember Johnson, and Councilmember Coleman						
	Nay: 0						

Text of Legislative File RES PH 25-203

Authorizing the Police Department to accept the High Intensity Drug Trafficking Areas (HIDTA) Program grant from the Office of National Drug Control Policy, authorizing the execution of the grant agreement, and amending the 2025 grant fund budget and add activity budget. (Public hearing closed and laid over from September 17, 2025)

See Attachment

WHEREAS, the Saint Paul Police Department has been awarded \$72,561 from the Office of

National Drug Control Policy for the High Intensity Drug Trafficking Areas (HIDTA) Program Fiscal Year 2025 grant award; and

WHEREAS, the grant term is from January 1, 2025 through December 31, 2026, and has no match requirement; and

WHEREAS, this grant provides funds for investigating and prevention of drug-related crime; and

WHEREAS, the contract language and federal grant requirements have been reviewed and approved by the City Attorney's Office and the Office of Financial Services; and

WHEREAS, the 2025 financing and spending plans need to be amended in the grant fund and activity budget added for the new grant award; and

WHEREAS, the Mayor, pursuant to Section 10.07.1 of the Charter of the City of Saint Paul, does certify that there are available for appropriation funds of \$72,561 in excess of those estimated in the 2025 budget; and

THEREFORE BE IT RESOLVED, by the City Council of the City of Saint Paul, upon recommendation of the Mayor to accept the HIDTA grant from the Office of National Drug Control Policy and approves these changes to the 2025 budget as amended on the attached financial analysis.

City of Saint Paul Financial Analysis Template Instructions

Purpose of the Fiscal Analysis Template:

- Provide summary information of the fiscal impact of financial resolutions that come before the Mayor and City Council
- Provide accurate accounting information (codes, and amounts) so that budget amendments can be reflected in the Infor system.
- Resolutions and administrative orders without this information will not be approved by OFS, and will be returned to the resolution drafter.

Financial Analysis Template

- Provide the requested information in the [Financial Analysis Template \(green tab\)](#) of this file. Pop-up windows will appear throughout the file to provide more details on what information is required.
- Complete the **top section** (line #s 1-27) of the Financial Analysis Template for any finance related resolutions, including:
 - Grants: applying for, accepting, and budgeting
 - Donations: soliciting, accepting, and budgeting
 - Budget amendments: both resolutions and administrative orders
 - All other resolutions with a financial impact
- Required fields are marked with red font or borders.
- **General Ledger (GL) - Annual Budget**
 - Complete the **General Ledger** section for all changes to the annual budget
 - Provide accurate **GL account codes**: Company, Accounting Unit (fund-department-cost center), Account
 - If you need help with GL codes, check the Chart of Accounts crosswalk on the intranet or contact Lori Lee x68822
 - This section is required for all changes to the budget via budget amendment or administrative order
- **Activity Ledger (AC) - Life to Date Activity Budget**
 - Complete the **Activity Ledger** section in addition to the GL section for changes to the following budgets:
 - Grants
 - Capital and Capital Bond Proceeds
 - STAR
 - TIF
 - HRA
 - Provide accurate **AC account codes**: Activity Group, Activity, Account Category
 - If you need help with AC codes, check the Chart of Accounts crosswalk on the intranet or contact Patty Germain x68807

Budget Reference Tabs

- The [Operating Budget Reference](#) and [CIB Budget Reference](#) pages (blue tabs) contain guidance on what kind of Mayoral and/or Council action is required for budget changes to the operating and capital budgets. Charter and administrative code citations for various financial resolutions are also provided.
- If you have questions about what is required to accomplish a particular financial action, please contact your budget analyst.

City of Saint Paul Financial Analysis

File ID Number:	RES PH 25-203	
Budget Affected:	Operating Budget Police Department	Special Fund
Total Amount of Transaction:	72,561.00	
Funding Source:	Grant	
	Appropriation already included in budget?	No
Charter Citation:	City Charter 10.7.1	

Fiscal Analysis

Resolution to accept the High Intensity Drug Trafficking Areas Program grant from the Office of National Drug Control Policy for the term of 1/1/2025-12/31/2026.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

(Action Accomplished)

GL Annual Budget					CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description		BUDGET	CHANGES	BUDGET
1	20023892	60180	Overtime Police Sworn			47,791	47,791
1	20023892	61030	Medicare Police			693	693
1	20023892	61130	Pera Police			7,766	7,766
1	20023892	63160	General Professional Services			8,788	8,788
1	20023892	67505	Out of Town Registration			3,800	3,800
1	20023892	72220	Law Enforcement Supplies			3,723	3,723
TOTAL:					-	72,561	72,561

Financing Changes

(Action Accomplished)

GL Annual Budget					CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description		BUDGET	CHANGES	BUDGET
1	20023892	43070	MN Department of Public Safety		-	(72,561)	(72,561)
TOTAL:					-	(72,561)	(72,561)

ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET

Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.

Spending Changes

(Action Accomplished)

Life to Date Activity Budget					CURRENT		AMENDED
Activity Group	Activity	Account Category	Description		BUDGET	CHANGES	BUDGET
GPOLICE	G2325613034252	60180	Overtime Police Sworn		0	47,791	47,791
GPOLICE	G2325613034252	61030	Medicare Police		0	693	693
GPOLICE	G2325613034252	61130	Pera Police		0	7,766	7,766
GPOLICE	G2325613034252	63160	General Professional Services		0	8,788	8,788
GPOLICE	G2325613034252	67505	Out of Town Registration		0	3,800	3,800
GPOLICE	G2325613034252	72220	Law Enforcement Supplies		0	3,723	3,723
TOTAL:					0	72,561	72,561

Financing Changes

(Action Accomplished)

Life to Date Activity Budget					CURRENT		AMENDED
Activity Group	Activity	Account Category	Description		BUDGET	CHANGES	BUDGET
GPOLICE	G2325613034252	43070	Office National Drug Control		0	(72,561)	(72,561)
TOTAL:					0	(72,561)	(72,561)

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Operating Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
1.) Recognize additional/unanticipated revenues (Ex. Outperforming revenues, outside donations, etc.)	Budget Amendment Resolution and Public Hearing	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget - Amend spending and financing to recognize new revenue in the appropriate company and activity	C.C. 10.07.1
2.) Accept a Grant a.) If no budget has previously been established for the grant	Award Letter and/or Grant Agreement Budget Amendment Resolution and Public Hearing	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget - Amend spending and financing to recognize the grant in the appropriate company and activity	C.C. 10.07.1 Admin 41.03
b.) Previously established grant budget	Award Letter and/or Grant Agreement Resolution Accepting the Grant Funds (No public hearing needed)	- Accept the awarded grant funds - Include in the resolution that the grant funds were included in the current year's budget	
3.) Transfer Appropriations within Departments: a.) Within the same Fund/Company	Administrative Order (A.O.)	- Mayor may transfer any unencumbered appropriation balances within a department - Administrative order is prepared to execute the transfer	C.C. 10.07.4
b.) Between Funds/Companies	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between companies - Amend spending and financing to recognize transfer	C.C. 10.07.4

Operating Budget Changes Procedures Guide

2/14/2014

In order to:		Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
4.)	Transfer Appropriations between Departments			
	a.) Within the same Fund/Company	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
	b.) Between Funds/Companies	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
5.)	Allow appropriations to lapse (non-capital improvement dollars)	None	- No action required.	C.C. 10.08
	For Lapse of appropriations - Capital improvements see City Charter 10.09.		-All non-encumbered appropriations will fall to fund balance at the end of the fiscal year.	
	For guidance on budget change procedures for accomplished or abandoned projects, see the CIB Project and Budget Changes Procedures Guide, numbers 1, 2, and 6.		- All encumbered appropriations will be re-appropriated in the following fiscal year's budget for the same purposes	
6.)	Enact Emergency Appropriation	Emergency is defined as "a sudden or unforeseen situation affecting life, health, property, or the public peace or welfare that requires immediate council action", C.C. 6.06 Emergency Ordinances Budget Amendment Resolution	- Resolution to appropriate emergency funds is adopted by unanimous affirmative vote by the council	C.C. 10.07.2 C.C. 6.06
7.)	Reduction of Appropriations	Report by the Mayor of the estimated amount of the deficit Recommendation by the Mayor to the City Council of steps to be taken	- Resolution or other actions deemed necessary by Council to prevent or minimize any deficit	C.C. 10.07.3

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
1.) Close a completed project with excess balances	Administrative Order (completed by OFS)	- Amend project financing and spending	Administrative Code 57.09 (2)
	Periodic review by the CIB Committee	- Transfer excess appropriation to contingency when applicable	City Charter 10.09 - Accomplished projects
2.) Close a completed project with no excess balances, but excess spending authority	Administrative Order (completed by OFS)	- Amend project financing and spending	City Charter 10.09 - Accomplished projects
	Periodic review by the CIB Committee		
3.) Close a completed project with no excess balances and no excess spending authority	None	- Contact OFS with project budget codes to have the project inactivated in the finance system	N/A
4.) <u>Adding new spending authority to an existing project (without changing the scope of the project)</u>			
a.) Financing source is new money	CIB Committee review and recommendation	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1) City Charter 10.07.1
	Mayor recommends via resolution		
	Compliance with City Comprehensive Plan		
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
b.) Financing source is contingency (less than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	Transfers within a department require an Administrative Order (completed by departments; verified and approved by OFS)	- Reduce amount in appropriate contingency fund	Administrative Code 57.09 (3) a
	A.O.s require periodic review by CIB Committee	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Transfers between departments require a resolution (completed by departments; verified and approved by OFS)		
c.) Financing source is contingency (more than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Reduce amount in appropriate contingency fund ("unallocated reserve account ")	Administrative Code 57.09 (3) b
	Mayor recommends via resolution	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
<u>Add a new project</u>			
5.) OR			
<u>Expand the scope of an existing project</u>			
a.) Financing source is new money	CIB Committee review and recommendation		
	Mayor recommends via resolution	- Amend project financing and spending to recognize	Administrative Code 57.09 (1)
	Compliance with City Comprehensive Plan	new revenue	City Charter 10.07.1
	Public hearing		
b.) Financing source is contingency	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Transfer dollars from contingency to new project	Administrative Code 57.09 (1)
	Mayor recommends via resolution	- Amend spending and financing to recognize transfer	City Charter 10.07.4
	Public hearing		
6.) Declare a project abandoned	Council resolution	- Identify project as abandoned	
		-Transfer appropriation for the abandoned project to a separate contingency fund (" <i>unallocated reserve account</i> ")	Administrative Code 57.09 (4)
		- Reappropriation of the funds needs CIB Committee review, Mayor recommendation, and Council approval (see either of the Add dollars to a project sections above)	City Charter 10.09
7.) Replace an approved project with a new project	1) Declare an approved project abandoned or completed with excess balances (see process above)	- Can accomplish both steps in one resolution	
	2) Add new project after capital improvement budget is adopted (see process above)		

<u>Departments</u>	<u>Affected Budgets</u>	<u>General vs. Special Fund</u>	<u>Funding Source</u>	<u>Already Appropriated?</u>	<u>Company</u>
(Select Department)	(Choose CIB or Operating)	(Choose General, Special or Capital)	(Select Funding Source)	(Yes or No?)	(Choose Company)
Multiple Departments			Transfer of Appropriations	Yes	1
City Attorney's Office	Both Operating and CIB Budgets	General Fund	Grant	No	3
City Council	Operating Budget	Special Fund	Donation		5
Emergency Management	CIB Budget	Capital	Multiple		8
Financial Services		Multiple Funds	Other		9
Fire and Safety Services					
General Government Accounts					
HRA					
Human Resources					
HREEO					
Mayor's Office					
Parks and Recreation					
PED					
Police Department					
Public Health					
Public Library Agency					
Public Works					
RiverCentre					
Safety and Inspections					
Technology and Communications					
Water Department					



Office of National Drug Control Policy

Notice of Award

Award# [HID1325G0633-00](#)

FAIN# [HID1325G0633](#)

Federal Award Date: [05/23/2025](#)

Recipient Information

1. Recipient Name

CITY OF SAINT PAUL
367 GROVE ST
SAINT PAUL, MN 55101-2416

2. Congressional District of Recipient

04

3. Payment System Identifier (ID)

41-6005521

4. Employer Identification Number (EIN)

416005521

5. Data Universal Numbering System (DUNS)

848898433

6. Recipient's Unique Entity Identifier (UEI)

Q91BDNBC1VT7

7. Project Director or Principal Investigator

Scott Hvizdos
grants Specialist
sppd-grants@ci.stpaul.mn.us
651-266-5414

8. Authorized Official

Paul Ford
Assistant Chief of Police
paul.ford@ci.stpaul.mn.us
651-266-5533

Federal Agency Information

Office of National Drug Control Policy (ONDCP)

9. Awarding Agency Contact Information

Shannon L. Kelly
Assistant Director
Shannon_L_Kelly@ondcp.eop.gov
202-841-5240

10. Program Official Contact Information

Shannon L. Kelly
Assistant Director
Shannon_L_Kelly@ondcp.eop.gov
202-841-5240

Federal Award Information

11. Award Number

[HID1325G0633-00](#)

12. Unique Federal Award Identification Number (FAIN)

[HID1325G0633](#)

13. Statutory Authority

P.L. 119-4

14. Federal Award Project Title

High Intensity Drug Trafficking Areas (HIDTA) Program Fiscal Year (FY) 2025 Grant Award

15. Assistance Listing Number

95.001

16. Assistance Listing Program Title

High Intensity Drug Trafficking Areas

17. Award Action Type

New

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date [01/01/2025](#) - End Date [12/31/2026](#)

20. Total Amount of Federal Funds Obligated by this Action \$72,561.00

20a. Direct Cost Amount \$72,561.00

20b. Indirect Cost Amount \$0.00

21. Authorized Carryover \$0.00

22. Offset \$0.00

23. Total Amount of Federal Funds Obligated this budget period \$0.00

24. Total Approved Cost Sharing or Matching, where applicable \$0.00

25. Total Federal and Non-Federal Approved this Budget Period \$72,561.00

26. Period of Performance Start Date [01/01/2025](#) - End Date [12/31/2026](#)

27. Total Amount of the Federal Award including Approved
Cost Sharing or Matching this Period of Performance \$72,561.00

28. Authorized Treatment of Program Income

29. Grants Management Officer - Signature

Lisa Newton
Grants Management Specialist

30. Remarks

New Award

The funding amount in Box 33 may not necessarily reflect the budget breakout by object class. Refer to the attached budget reports for details.



Award# HID1325G0633-00

FAIN# HID1325G0633

Federal Award Date: 05/23/2025

Recipient Information
Recipient Name CITY OF SAINT PAUL 367 GROVE ST SAINT PAUL, MN 55101-2416
Congressional District of Recipient 04
Payment Account Number and Type 41-6005521
Employer Identification Number (EIN) Data 416005521
Universal Numbering System (DUNS) 848898433
Recipient's Unique Entity Identifier (UEI) Q91BDNBC1VT7
31. Assistance Type Project Grant
32. Type of Award Other

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only	
II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$0.00
b. Fringe Benefits	\$0.00
c. Total Personnel Costs	\$0.00
d. Equipment	\$0.00
e. Supplies	\$0.00
f. Travel	\$0.00
g. Construction	\$0.00
h. Other	\$72,561.00
i. Contractual	\$0.00
j. TOTAL DIRECT COSTS	\$72,561.00
k. INDIRECT COSTS	\$0.00
l. TOTAL APPROVED BUDGET	\$72,561.00
m. Federal Share	\$72,561.00
n. Non-Federal Share	\$0.00

34. Accounting Classification Codes						
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
FY 2025 HIDTA	HID1325G0633	HID	410001	95.001	\$72,561.00	011202520261070000



35. Terms And Conditions

Terms and Conditions

1. A. GENERAL TERMS AND CONDITIONS

(1) This award is subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. § 200 (the “§ 200 Uniform Requirements”), as adopted and implemented by the Office of National Drug Control Policy (ONDCP) in 2 C.F.R. § 3603. For this award, the § 200 Uniform Requirements supersede, among other things, the provisions of 28 C.F.R. §§ 66 and 70, as well as those of 2 C.F.R. §§ 215, 220, 225, and 230. For more information on the § 200 Uniform Requirements, see <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>. For specific, award- related questions, recipients should contact ONDCP promptly for clarification.

(2) This award is subject to the following additional regulations and requirements:

- 28 C.F.R. § 69 – “New Restrictions on Lobbying”
- 2 C.F.R. § 25 – “Universal Identifier and System of Award Management”
- Conflict of Interest and Mandatory Disclosure Requirements
- Non-profit Certifications (when applicable)

(3) Audits conducted pursuant to 2 C.F.R. § 200, Subpart F, “Audit Requirements” must be submitted no later than 9 months after the close of the recipient’s audited fiscal year to [The Federal Audit Clearinghouse \(fac.gov\)](#)

(4) Recipients are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Payment Management Services (HHS/PMS). The Federal Financial Report is required to be submitted quarterly and within 90 days after the grant is closed out.

(5) The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to, and the right to examine, all paper or electronic records related to the grant.

(6) Recipients are not agents of ONDCP. Accordingly, the recipient, its fiscal agent(s), employees, contractors, as well as state, local, and federal participants, either on a collective basis or on a personal level, shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.

(7) These general terms and conditions, as well as archives of previous versions of these general terms and conditions, are available online at the ONDCP website.

(8) Failure to adhere to the General Terms and Conditions as well as the Program Specific Terms and Conditions may result in the termination of the grant or the initiation of administrative action. ONDCP may also terminate the award if it no longer effectuates program goals or agency priorities. See 2 C.F.R. § 200.340.

(9) Conflict of Interest and Mandatory Disclosures

Conflict of Interest Requirements

As a recipient entity, you must follow ONDCP’s conflict of interest policies for federal awards. Recipients must disclose in writing any potential conflict of interest to an ONDCP Program Officer;



Office of National Drug Control Policy

Notice of Award

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Federal Award Date: [05/23/2025](#)

recipients that are pass-through entities must require disclosure from sub-recipients or contractors. This disclosure must take place immediately whether you are an applicant or have an active ONDCP award.

The ONDCP conflict of interest policies apply to sub-awards as well as contracts, and are as follows:

As a recipient entity, you must maintain written standards of conduct covering conflicts of interest and governing the performance of your employees engaged in the selection, award, and administration of subawards and contracts.

None of your employees may participate in the selection, award, or administration of a sub-award or contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an organization considered for a sub-award or contract. The officers, employees, and agents of the recipient entity must neither solicit nor accept gratuities, favors, or anything of monetary value from sub-recipients or contractors or parties to sub-awards or contracts.

If you have a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, you must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, you are unable or appear to be unable to be impartial in conducting a sub-award or procurement action involving a related organization.

Mandatory Disclosure Requirement

As a recipient entity, you must disclose, in a timely manner, in writing to ONDCP all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Recipient entities that have received a federal award are required to report certain civil, criminal, or administrative proceedings, including the terms and conditions outlined in 2 C.F.R part 200, Subpart F, Appendix XII, to the System for Award Management (SAM), currently the Federal Awardee Performance and Integrity Information System. Failure to make required disclosures can result in any of the remedies described in 2 C.F.R. § 200.339. (See also 2 C.F.R. § 180, 31 U.S.C. § 3321, and 41 U.S.C. § 2313.)

None of the funds appropriated or otherwise made available by this grant or any other Act may be used to fund a contract, grant, or cooperative agreement with an entity that requires employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information. This limitation shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a federal department or agency governing the nondisclosure of classified information.

(10) Federal Funding Accountability and Transparency (FFATA) / Digital Accountability and Transparency Act (DATA Act). Each applicant is required to (i) be registered in SAM before submitting its application; (ii) provide a valid Unique Entity Identifier number in its application; (iii) continue to maintain an active SAM registration with current information at all times during which it has an active federal award; and (iv) provide all relevant recipient information required for ONDCP to collect for reporting related to FFATA and DATA Act requirements.



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Federal Award Date: [05/23/2025](#)

- (11) Subawards are authorized under this grant award. Subawards must be monitored by the award recipient as outlined in 2 C.F.R. § 200.331.
- (12) Recipients must comply with the Government-wide Suspension and Debarment provision set forth at 2 C.F.R. § 180, dealing with all sub-awards and contracts issued under the grant.
- (13) As specified in 2 C.F.R. § 200.303 Internal Controls, recipient must:
- Establish and maintain effective internal controls over the federal award that provides reasonable assurance that federal award funds are managed in compliance with federal statutes, regulations and award terms and conditions. These internal controls should be in compliance with the guidance in “Standards for Internal Control in the federal Government,” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
 - Comply with federal statutes, regulations, and the terms and conditions of the federal awards.
 - Evaluate and monitor the recipient entity’s compliance with statute, regulations, and the terms and conditions of the federal award.
 - Take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.
 - Take reasonable measures to safeguard protected personally identified information (PII) and other information ONDCP or pass-through entity designates as sensitive or the recipient entity considers sensitive consistent with applicable federal, state, and local laws regarding privacy and obligations of confidentiality.
- (14) Recipients are prohibited from using federal grant funds to purchase certain telecommunication and video surveillance services or equipment in alignment with § 889 of the National Defense Authorization Act of 2019, Pub. L. No. 115-232. See 2 C.F.R. §200.216.
- (15) Recipients should provide a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States. See 2 C.F.R. § 200.322.
- (16) When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with federal money, all recipients receiving federal funds shall clearly state—
- the percentage of the total costs of the program or project which will be financed with federal money;
 - the dollar amount of federal funds for the project or program; and
 - percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

B. RECIPIENT INTEGRITY AND PERFORMANCE MATTERS

Reporting of Matters Related to Recipient Integrity and Performance

(1) General Reporting Requirement

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then you as the recipient during that period of time must maintain the currency of information reported to SAM that is made available in the designated integrity and



Office of National Drug Control Policy

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performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIS)) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition. This is a statutory requirement under § 872 of Public Law 110-417, as amended (41 U.S.C. § 2313). As required by § 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for federal procurement contracts, will be publicly available. See 2 C.F.R. Part 200, Appendix XII.

(2) Proceedings About Which You Must Report

Submit the information required about each proceeding that:

1. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the federal Government;
2. Reached its final disposition during the most recent 5-year period; and
3. Is one of the following:
 - A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition;
 - A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - An administrative proceeding, as defined in paragraph 5 of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 - Any other criminal, civil, or administrative proceeding if:

- (i) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;
- (ii) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
- (iii) The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

(3) Reporting Procedures

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2 of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under federal procurement contracts that you were awarded.

(4) Reporting Frequency

During any period of time when you are subject to the requirement in paragraph 1 of this award term and condition, you must report proceedings information through SAM for the most recent 5-year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

(5) Definitions

For purposes of this award term and condition:



Office of National Drug Control Policy

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(a) Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the federal and state level, but only in connection with performance of a federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

(b) Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

(c) Total value of currently active grants, cooperative agreements, and procurement contracts includes—

(1) Only the federal share of the funding under any federal award with a recipient cost share or match; and

(2) The value of all expected funding increments under a federal award and options, even if not yet exercised.

C. PAYMENT BASIS

(1) A request for advance or reimbursement shall be made using the HHS/PMS system (<https://pms.psc.gov/>).

(2) The recipient, must utilize the object classes specified within the initial budget/grant application each time they submit a disbursement request to ONDCP. Requests for payment in the PMS system will not be approved unless the required disbursements have been entered using the corresponding object class designations. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be Federal Deposit Insurance Corporation (FDIC) insured. The account must be interest bearing.

(3) Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. § 6501 et seq.) and the Indian Self-Determination and Education Assistance Act (25 U.S.C. §§ 5301 — 5423) awardees and sub-awardees shall promptly, but at least annually, remit interest earned on advances to HHS/PMS using the remittance instructions provided below.

Remittance Instructions – Remittances must include pertinent information of the payee and nature of payment in the memo area (often referred to as “addenda records” by Financial Institutions) as that will assist in the timely posting of interest earned on federal funds.

Pertinent details include the Payee Account Number (PAN), reason for check (remittance of interest earned on advance payments), check number (if applicable), awardee name, award number, interest period covered, and contact name and number. The remittance must be submitted as instructed in <https://pms.psc.gov/grant-recipients/returning-funds-interest.html>.

(4) The recipient or subrecipient may keep interest amounts up to \$500 per year for administrative purposes.



Program Specific Requirements

1. D. PROGRAM SPECIFIC TERMS AND CONDITIONS

The grant conditions are as follows:

- This award is subject to the requirements in the SUPPORT for Patients and Communities Act, 21 U.S.C. §§ 1701 et seq. and in the ONDCP National HIDTA Program Office HIDTA Program Policy and Budget Guidance (September 9, 2021) (PPBG). The HIDTA PPBG is issued pursuant to authority granted the Director of ONDCP by the SUPPORT for Patients and Communities ACT (21U.S.C. § 1706) and the Uniform Administration Requirements (2 C.F.R. § 200) which provide the Director of ONDCP authority to coordinate funds and implement oversight and management function with respect to the HIDTA Program. The HIDTA PPBG can be accessed at the following website: https://www.nhac.org/PDF/Program_Policy_and_Budget_Guidance2021.pdf

In addition, as a condition for receiving this award, recipients must complete safe and respectful workplace trainings as outlined in the PPBG.

- Recipients are prohibited from using federal grant funds to purchase certain telecommunication and video surveillance services or equipment in alignment with § 889 of the National Defense Authorization Act of 2019, Pub. L. No. 115-232. See 2 C.F.R. §200.216. See also, HIDTA PPBG, § 7.20, Prohibited Uses of HIDTA Funds.

E. FEDERAL AWARD PERFORMANCE GOALS

HIDTA award recipients must adhere to the performance measures, goals and requirements set forth in the PPBG Performance Management chapter (§ 10.0) and the HIDTA Performance Management Process (PMP) database.

Initiative Cash by HIDTA

FY 2025

HID24000107

Awarded Budget (as approved by ONDCP)

HIDTA	Agency Name	Initiative	Cash	Type
North Central	CITY OF SAINT PAUL	St. Paul PD VCI	\$72,561.00	Investigation
Agency Total: CITY OF SAINT PAUL			\$72,561.00	

Budget Detail

2025 - North Central

Initiative - St. Paul PD VCI

Investigation

Award Recipient - CITY OF SAINT PAUL (HID24000107)

Resource Recipient - CITY OF SAINT PAUL

Awarded Budget (as approved by ONDCP)		\$72,561.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	5	\$56,250.00
Total Overtime		\$56,250.00
Travel	Quantity	Amount
Investigative/Operational	5	\$3,800.00
Total Travel		\$3,800.00
Services	Quantity	Amount
Investigative services		\$8,788.00
Total Services		\$8,788.00
Supplies	Quantity	Amount
Investigative/Operational		\$2,723.00
Total Supplies		\$2,723.00
Other	Quantity	Amount
PE/PI/PS	1	\$1,000.00
Total Other		\$1,000.00
Total Budget		\$72,561.00



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1473

File ID: RES 25-1473

Type: Resolution

Status: Agenda Ready

Version: 1

Contact 266-6631
Number:

In Control: City Council

File Created: 09/15/2025

File Name: 2026 Max Prop Tax Levy for HRA

Final Action:

Title: Approving a 2026 maximum property tax levy for the Housing and
Redevelopment Authority (HRA).

Notes:

Agenda Date: 09/24/2025

Sponsors: Johnson

Enactment Date:

Attachments: HRA property tax-levy-rates 2021 - 2026, 2026 HRA
Proposed Budget

Financials Included?:

Contact Name: Rhonda Gillquist

Hearing Date:

Entered by: kelly.bauer@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1473

Approving a 2026 maximum property tax levy for the Housing and Redevelopment Authority (HRA).

WHEREAS, staff presented to the Saint Paul City Council the 2026 HRA proposed budget of the Board of Commissioners of the Housing and Redevelopment Authority of the City of Saint Paul, Minnesota ("HRA") for its consideration; and

WHEREAS, the HRA Board of Commissioners, in order to comply with the State of Minnesota's Truth-In-Taxation laws, Minn. Stat. section 275.065, subd. 1, must certify a proposed maximum property tax levy payable in 2026 to Ramsey County on or before September 30, 2025; and

WHEREAS, the HRA proposed maximum property tax levy payable in 2026, is \$6,636,875, calculated as follows:

HRA General Fund	\$6,504,137
2.0% Delinquency Allowance	<u>132,738</u>
Proposed HRA Tax Levy	\$6,636,875

NOW, THEREFORE, BE IT RESOLVED, that the City Council, as a taxing authority, and after considering the Board of Commissioners of the Housing and Redevelopment Authority of the City of Saint Paul's recommendation for the 2026 HRA maximum property tax levy, does hereby certify to the Ramsey County Auditor that the proposed maximum tax levy for the HRA for taxes payable in 2026 as: \$6,636,875.

HRA PROPERTY TAX LEVIES AND PROPERTY VALUES

Prepared on July 2, 2025

LEVY - PAYABLE	2021	2022	2023	2024	2025 Adopted	2026	Percent Change 2026 from 2025
Total Estimated Market Value (Real and Personal Property)	\$ 27,447,085,700	\$ 29,739,262,300	\$ 30,630,467,500	\$ 34,025,371,100	\$ 35,875,153,300	\$ 35,875,002,000	0.00%
State Law Maximum Levy Rate (% of Taxable Market Value)	0.0185%	0.0185%	0.0185%	0.0185%	0.0185%	0.0185%	
Maximum Tax Levy per State Law	\$ 5,077,711	\$ 5,501,764	\$ 5,666,636	\$ 6,294,694	\$ 6,636,903	\$ 6,636,875	0.00%
Actual Tax Levy Certified	\$ 4,547,359	\$ 5,157,150	\$ 5,657,150	\$ 6,294,694	\$ 6,636,903	\$ 6,636,875	0.00%
Actual Levy under Maximum	\$ 530,352	\$ 344,614	\$ 9,486	\$ (0)	\$ 0	\$ 0	
% of Actual Levy to Maximum	89.56%	93.74%	99.83%	100.00%	100.00%	100.00%	

Market Value data provided by Ramsey County
The levy is based on prior year's total estimated market value but is applied to current year's net tax capacity.

Housing and Redevelopment Authority of the City of Saint Paul, Minnesota

Proposed Budget Budget Year 2026



Cheniqua Johnson, Chair
Melvin Carter, Mayor
Nicolle Newton, Executive Director

**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF SAINT PAUL
2026 PROPOSED BUDGET
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**HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF SAINT PAUL
2026 PROPOSED BUDGET
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CITY OF SAINT PAUL
Spending by Fund Summary

Company: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
TOTAL FOR HRA GENERAL FUND	9,772,930	13,217,139	13,572,765	14,200,884	628,119
TOTAL FOR HRA PALACE THEATRE SPECIAL REVENUE FUND	-	235,223	246,681	-	(246,681)
TOTAL FOR HRA GENERAL DEBT SERVICE	4,133,839	4,242,744	4,384,477	4,028,099	(356,378)
TOTAL FOR HRA DEVELOPMENT CAPITAL PROJECTS	5,593,472	2,235,223	4,536,681	3,630,823	(905,858)
TOTAL FOR HRA PARKING	18,544,023	22,589,834	21,137,756	17,684,243	(3,453,513)
TOTAL FOR HRA WORLD TRADE CENTER PARKING	2,378,029	3,539,199	2,928,249	3,104,436	176,187
TOTAL FOR HRA LOAN ENTERPRISE	2,610,880	6,409,519	3,143,532	4,505,450	1,361,918
GRAND TOTAL	43,033,173	52,468,881	49,950,141	47,153,935	(2,796,206)

**HRA GENERAL FUND 2100
FINANCING SUMMARY**

	2023 Actual*	2024 Adopted	2025 Adopted	2026 Proposed
REVENUE:				
HRA Tax Levy	5,523,369	6,168,800	6,504,165	6,504,137
Conduit Bond Fees (Actuals Include Application and Closing Fees):				
Commercial / Non-Profit	1,414,273	1,348,548	1,471,314	1,452,460
Mortgage Housing	8,700	38,106	14,245	14,245
Rental Housing	1,936,420	1,311,698	1,411,362	1,016,424
Palace Theatre Fees (previously reported in separate Fund 2200)	-	-	246,681	247,221
Services and Fees	81,775	30,000	30,000	30,000
Advance Repayments	94,629	41,000	41,000	40,000
Land Sales	325,615	-	-	-
Transfers In**	-	-	299,558	-
Investment Income	166,250	25,000	100,000	100,000
TOTAL REVENUE	<u>9,551,031</u>	<u>8,963,152</u>	<u>10,118,325</u>	<u>9,404,487</u>
Use of/(Contribution to) Fund Balance	58,597	4,253,987	3,701,121	4,796,397
TOTAL REVENUE AND USE OF/(CONTRIBUTION TO) FUND BALANCE	<u>9,609,628</u>	<u>13,217,139</u>	<u>13,819,446</u>	<u>14,200,884</u>

* Actuals reflect budgetary basis and do not reflect all year-end adjustments for financial statement reporting.

** 2022 \$3,000,000 transfer in from HRA Loan Enterprise Fund, 2025 adopted is one-time transfer from close out of HRA general debt service.

HRA GENERAL FUND 2100 SPENDING SUMMARY

Infor Acct Unit	Infor Account	Description	2023 Actual*	2024 Adopted	2025 Adopted	2026 Proposed	
210055100		HRA General					
	68180	Investment Service	32,920	10,000	30,000	20,000	Office of Financial Services allocation.
Total HRA General			32,920	10,000	30,000	20,000	
210055105		HRA Board of Commissioners:					
	79205	Transfer to General Fund-Policy Analyst	84,322	84,322	84,322	84,322	
	79205	Transfer to General Fund-Right Track	66,437	66,437	66,437	66,437	
Total HRA Board of Commissioners			150,759	150,759	150,759	150,759	
210055110		HRA General Accounts					
	63105	Accounting and Auditing	10,042	97,104	97,104	100,000	State Audit and services to compile and publish HRA annual financial report.
	63120	Attorney Services - Outside Attorney	-	15,000	15,000	12,500	
	63160	General Professional Services	-	-	-	-	
	67155	Court Costs Related to Litigation	-	2,000	2,000	-	
	67340	Publication and Advertising	100	2,500	2,500	1,000	HRA public hearing notices not related to property held for resale or conduit bonds.
	67525	Membership Dues	160	2,000	2,000	500	
	68115	Enterprise Technology Initiative	42,164	39,047	39,245	35,448	
	68140	Attorney Services - City Attorney	624,373	694,433	694,433	694,433	
	72925	Department Head Reimbursement	-	1,000	1,000	-	
	78380	Recoverable Advance (to TIF districts with negative cash)	59,327	65,000	125,000	125,000	
	79205	Transfer to General Fund-Citizen Participation	18,486	18,486	18,486	18,486	
Total HRA General Account			754,652	936,570	996,768	987,367	
210055115		HRA Property Services					
	63160	General Professional Services	2,700	16,000	16,000	16,000	
	63405	Process Filing Recording Fee	4,689	6,000	6,000	1,000	
	65305	Other Assessment	38,580	125,000	125,000	50,000	
	65310	Real Estate Taxes	63	-	-	-	
	67340	Publication and Advertising	675	10,000	10,000	500	
	68175	Property Insurance	2,323	10,109	9,523	10,291	
	73415	Acquisition Title Services	-	5,000	5,000	1,000	
	73535	Maintenance Labor Costs	381,714	881,000	318,477	575,000	2024 budget includes 2023 carryover of \$200,000 for maintenance needs and \$40,000 for Hamm's property title registration.
	73540	Miscellaneous Disposition Costs	-	10,000	10,000	10,000	
Total HRA Property Services			430,744	1,063,109	500,000	663,791	

HRA GENERAL FUND 2100 SPENDING SUMMARY

Infor Acct Unit	Infor Account	Description	2023 Actual*	2024 Adopted	2025 Adopted	2026 Proposed	
210055120		Housing Development Programs					
	73220	Payment to Subcontractor Grant	-	7,500	7,500	-	Affordable housing monitoring.
210055125		PED Operations-Admin Costs					
	63160	Planning consulting/research operations	-	-	-	365,000	2026 budget for planning \$55,000, surveys \$10,000 , comp. plan \$150,000, and downtown plan \$150,000.
	68105	Management and Admin Service	5,095,461	6,178,283	5,876,079	5,876,079	PED Operations admin.
	79205	Transfer to General Fund (HRA Board of Commissioners)	183,233	183,233	183,233	183,233	
	79205	Transfer to General Fund-HREEO	539,966	539,966	539,966	539,966	Business Capacity Building and HUD Section 3 Training.
	79230	Transfer to Internal Service Fund (PED Operations shortfall)	323,490	1,892,719	2,708,460	2,938,968	
	79220	Transfer to TIF Capital Projects	-	-	-	-	
Total PED Operations-Admin Costs			6,142,150	8,794,201	9,307,738	9,903,246	
210055130		Industrial/Commercial/Non-Profit Conduit Revenue Bonds					
	67340	Publications and Advertising	192	5,000	5,000	2,500	Public hearing notices.
	68105	Management and Admin Service	1,250,000	1,250,000	1,450,000	1,300,000	PED Operations admin.
Total Industrial/Commercial/Non-Profit Conduit Revenue Bonds			1,250,192	1,255,000	1,455,000	1,302,500	
210055135		Mortgage Housing Revenue Bonds					
	68105	Management and Admin Service	400,000	400,000	525,000	400,000	PED Operations admin.
Total Mortgage Housing Revenue Bonds			400,000	400,000	525,000	400,000	
210055140		Rental Housing Conduit Revenue Bonds					
	67340	Publications and Advertising	688	5,000	5,000	1,000	Public hearing notices.
	68105	Management and Admin Service	447,523	575,000	575,000	525,000	PED Operations admin.
Total Rental Housing Conduit Revenue Bonds			448,211	580,000	580,000	526,000	
210055205		Neighborhood Economic Development					
	63160	General Professional Services	-	20,000	20,000	-	Ramsey County admin. fee For TIF Districts that don't allow TIF admin.
Total HRA General			-	20,000	20,000	-	
210055220		Palace Theatre Operations					
	79220	Transfer to HRA Development Capital Projects Fund	-	-	246,681	247,221	Beginning in 2024, Palace Theatre operations reported in HRA General Fund.
Total HRA General			-	-	246,681	247,221	
TOTAL			9,609,628	13,217,139	13,819,446	14,200,884	

*Actuals reflect budgetary basis and do not reflect all year-end accounting adjustments for financial statement reporting.

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055100 - HRA GENERAL FUND REVENUES					
40005 - CURRENT PROPERTY TAX	4,544,121	6,168,800	6,504,165	6,504,137	(28)
40010 - FISCAL DISPARITIES	1,003,229	-	-	-	-
40201 - PROP TAX 1ST YEAR DELINQUENT	(957)	-	-	-	-
40202 - PROP TAX 2ND YR DELINQUENT	(20,354)	-	-	-	-
40203 - PROP TAX 3RD YR DELINQUENT	(4,105)	-	-	-	-
40204 - PROP TAX 4TH YEAR DELINQUENT	435	-	-	-	-
40205 - PROP TAX 5TH YEAR DELINQUENT	(77)	-	-	-	-
40206 - PROP TAX 6TH YR AND PRIOR	1,076	-	-	-	-
TOTAL FOR TAXES	5,523,369	6,168,800	6,504,165	6,504,137	(28)
44190 - MISCELLANEOUS FEES	500	-	-	-	-
47510 - SPACE RENTAL	4,821	-	-	-	-
50125 - APPLICATION FEE	59,954	30,000	30,000	30,000	-
50235 - LAND HELD FOR RESALE PED	325,615	-	-	-	-
51240 - SERVICES TO HRA	1,000	-	-	-	-
TOTAL FOR CHARGES FOR SERVICES	391,890	30,000	30,000	30,000	-
54505 - INTEREST INTERNAL POOL	166,250	25,000	100,000	100,000	-
TOTAL FOR INVESTMENT EARNINGS	166,250	25,000	100,000	100,000	-
56230 - TRANSFER FR DEBT SERVICE FUND	-	-	299,558	-	(299,558)
59910 - USE OF FUND EQUITY	-	4,253,987	3,701,121	4,796,397	1,095,276
TOTAL FOR OTHER FINANCING SOURCES	-	4,253,987	4,000,679	4,796,397	795,718
TOTAL FOR 210055100 - HRA GENERAL FUND REVENUES	6,081,509	10,477,787	10,634,844	11,430,534	795,690

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055110 - HRA GENERAL ACCOUNTS					
44190 - MISCELLANEOUS FEES	2,000	-	-	-	-
50125 - APPLICATION FEE	13,500	-	-	-	-
TOTAL FOR CHARGES FOR SERVICES	15,500	-	-	-	-
57605 - REPAYMENT OF ADVANCE	94,629	41,000	41,000	40,000	(1,000)
TOTAL FOR OTHER FINANCING SOURCES	94,629	41,000	41,000	40,000	(1,000)
TOTAL FOR 210055110 - HRA GENERAL ACCOUNTS	110,129	41,000	41,000	40,000	(1,000)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055130 - INDUSTRIAL DEV REVENUE BONDS					
50125 - APPLICATION FEE	15,000	-	-	-	-
51240 - SERVICES TO HRA	1,399,273	1,348,548	1,471,314	1,452,460	(18,854)
TOTAL FOR CHARGES FOR SERVICES	1,414,273	1,348,548	1,471,314	1,452,460	(18,854)
TOTAL FOR 210055130 - INDUSTRIAL DEV REVENUE BONDS	1,414,273	1,348,548	1,471,314	1,452,460	(18,854)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055135 - MORTGAGE HOUSING REVENUE BONDS					
51240 - SERVICES TO HRA	8,700	38,106	14,245	14,245	-
TOTAL FOR CHARGES FOR SERVICES	8,700	38,106	14,245	14,245	-
TOTAL FOR 210055135 - MORTGAGE HOUSING REVENUE BONDS	8,700	38,106	14,245	14,245	-

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055140 - RENTAL HSG CONDUIT REV BNDS					
50125 - APPLICATION FEE	15,740	-	-	-	-
51240 - SERVICES TO HRA	1,920,680	1,311,698	1,411,362	1,016,424	(394,938)
TOTAL FOR CHARGES FOR SERVICES	1,936,420	1,311,698	1,411,362	1,016,424	(394,938)
TOTAL FOR 210055140 - RENTAL HSG CONDUIT REV BNDS	1,936,420	1,311,698	1,411,362	1,016,424	(394,938)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055220 - PALACE THEATRE OPERATIONS					
44505 - ADMINISTRATION EXTERNAL	163,302	-	-	217,380	217,380
TOTAL FOR CHARGES FOR SERVICES	163,302	-	-	217,380	217,380
55915 - OTHER MISC REVENUE	-	-	-	29,841	29,841
TOTAL FOR MISCELLANEOUS REVENUE	-	-	-	29,841	29,841
TOTAL FOR 210055220 - PALACE THEATRE OPERATIONS	163,302	-	-	247,221	247,221
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	9,714,332	13,217,139	13,572,765	14,200,884	628,119
TOTAL FOR HRA GENERAL FUND	9,714,332	13,217,139	13,572,765	14,200,884	628,119
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	9,714,332	13,217,139	13,572,765	14,200,884	628,119

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055100 - HRA GENERAL FUND REVENUES					
68180 - INVESTMENT SERVICE	32,920	10,000	30,000	20,000	(10,000)
TOTAL FOR SERVICES	32,920	10,000	30,000	20,000	(10,000)
TOTAL FOR 210055100 - HRA GENERAL FUND REVENUES	32,920	10,000	30,000	20,000	(10,000)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055105 - HRA BOARD OF COMMISSIONERS					
79205 - TRANSFER TO GENERAL FUND	150,759	150,759	150,759	150,759	-
TOTAL FOR OTHER FINANCING USES	150,759	150,759	150,759	150,759	-
TOTAL FOR 210055105 - HRA BOARD OF COMMISSIONERS	150,759	150,759	150,759	150,759	-

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055110 - HRA GENERAL ACCOUNTS					
63105 - ACCOUNTING AND AUDITING	10,042	97,104	97,104	100,000	2,896
63120 - ATTORNEYS	-	15,000	15,000	12,500	(2,500)
67155 - CIVIL LITIGATION COST	-	2,000	2,000	-	(2,000)
67340 - PUBLICATION AND ADVERTISING	100	2,500	2,500	1,000	(1,500)
67525 - MEMBERSHIP DUES	160	2,000	2,000	500	(1,500)
68115 - ENTERPRISE TECHNOLOGY INITIATI	42,164	39,047	39,245	35,448	(3,797)
68140 - CITY ATTORNEY SERVICE	624,372	694,433	694,433	694,433	-
TOTAL FOR SERVICES	676,838	852,084	852,282	843,881	(8,401)
72925 - DEPT HEAD REIMBURSEMENT	-	1,000	1,000	-	(1,000)
TOTAL FOR MATERIALS AND SUPPLIES	-	1,000	1,000	-	(1,000)
78380 - ADVANCE TO OTHER FUND	59,327	65,000	125,000	125,000	-
TOTAL FOR DEBT SERVICE	59,327	65,000	125,000	125,000	-
79205 - TRANSFER TO GENERAL FUND	18,486	18,486	18,486	18,486	-
TOTAL FOR OTHER FINANCING USES	18,486	18,486	18,486	18,486	-
TOTAL FOR 210055110 - HRA GENERAL ACCOUNTS	754,651	936,570	996,768	987,367	(9,401)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055115 - HRA PROPERTY SERVICES					
63160 - GENERAL PROFESSIONAL SERVICE	2,700	16,000	16,000	16,000	-
63405 - PROCESS FILING RECORDING FEE	4,689	6,000	6,000	1,000	(5,000)
65305 - OTHER ASSESSMENT	38,580	125,000	125,000	50,000	(75,000)
65310 - REAL ESTATE TAX	63	-	-	-	-
67340 - PUBLICATION AND ADVERTISING	675	10,000	10,000	500	(9,500)
68175 - PROPERTY INSURANCE SHARE	2,323	10,109	9,523	10,291	768
TOTAL FOR SERVICES	49,031	167,109	166,523	77,791	(88,732)
73415 - ACQUISITION TITLE SERVICE	-	5,000	5,000	1,000	(4,000)
73535 - MAINTENANCE LABOR CONTRACT	381,714	881,000	318,477	575,000	256,523
73540 - MISC DISPOSITION COSTS	-	10,000	10,000	10,000	-
TOTAL FOR PROGRAM EXPENSE	381,714	896,000	333,477	586,000	252,523
TOTAL FOR 210055115 - HRA PROPERTY SERVICES	430,744	1,063,109	500,000	663,791	163,791

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055120 - HOUSING DEVEL PROGRAMS					
73220 - PMT TO SUBCONTRACTOR GRANT	-	7,500	7,500	-	(7,500)
TOTAL FOR PROGRAM EXPENSE	-	7,500	7,500	-	(7,500)
TOTAL FOR 210055120 - HOUSING DEVEL PROGRAMS	-	7,500	7,500	-	(7,500)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055125 - PED OPERATIONS-ADMIN COSTS					
63160 - GENERAL PROFESSIONAL SERVICE	-	-	-	365,000	365,000
68105 - MANAGEMENT AND ADMIN SERVICE	5,095,462	6,178,283	5,876,079	5,876,079	-
TOTAL FOR SERVICES	5,095,462	6,178,283	5,876,079	6,241,079	365,000
79205 - TRANSFER TO GENERAL FUND	723,199	723,199	723,199	723,199	-
79230 - TRANSFER TO INTERNAL SERV FUND	323,490	1,892,719	2,708,460	2,938,968	230,508
TOTAL FOR OTHER FINANCING USES	1,046,689	2,615,918	3,431,659	3,662,167	230,508
TOTAL FOR 210055125 - PED OPERATIONS-ADMIN COSTS	6,142,151	8,794,201	9,307,738	9,903,246	595,508

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055130 - INDUSTRIAL DEV REVENUE BONDS					
67340 - PUBLICATION AND ADVERTISING	192	5,000	5,000	2,500	(2,500)
68105 - MANAGEMENT AND ADMIN SERVICE	1,250,000	1,250,000	1,450,000	1,300,000	(150,000)
TOTAL FOR SERVICES	1,250,192	1,255,000	1,455,000	1,302,500	(152,500)
TOTAL FOR 210055130 - INDUSTRIAL DEV REVENUE BONDS	1,250,192	1,255,000	1,455,000	1,302,500	(152,500)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055135 - MORTGAGE HOUSING REVENUE BONDS					
68105 - MANAGEMENT AND ADMIN SERVICE	400,000	400,000	525,000	400,000	(125,000)
TOTAL FOR SERVICES	400,000	400,000	525,000	400,000	(125,000)
TOTAL FOR 210055135 - MORTGAGE HOUSING REVENUE BONDS	400,000	400,000	525,000	400,000	(125,000)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055140 - RENTAL HSG CONDUIT REV BNDS					
67340 - PUBLICATION AND ADVERTISING	688	5,000	5,000	1,000	(4,000)
68105 - MANAGEMENT AND ADMIN SERVICE	447,523	575,000	575,000	525,000	(50,000)
TOTAL FOR SERVICES	448,211	580,000	580,000	526,000	(54,000)
TOTAL FOR 210055140 - RENTAL HSG CONDUIT REV BNDS	448,211	580,000	580,000	526,000	(54,000)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055205 - NEIGHBORHOOD ECONOMIC DEV					
63160 - GENERAL PROFESSIONAL SERVICE	-	20,000	20,000	-	(20,000)
TOTAL FOR SERVICES	-	20,000	20,000	-	(20,000)
TOTAL FOR 210055205 - NEIGHBORHOOD ECONOMIC DEV	-	20,000	20,000	-	(20,000)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL FUND
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
210055220 - PALACE THEATRE OPERATIONS					
79220 - TRANSFER TO CAPITAL PROJ FUND	163,302	-	-	247,221	247,221
TOTAL FOR OTHER FINANCING USES	163,302	-	-	247,221	247,221
TOTAL FOR 210055220 - PALACE THEATRE OPERATIONS	163,302	-	-	247,221	247,221
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	9,772,930	13,217,139	13,572,765	14,200,884	628,119
TOTAL FOR HRA GENERAL FUND	9,772,930	13,217,139	13,572,765	14,200,884	628,119
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	9,772,930	13,217,139	13,572,765	14,200,884	628,119

**HRA DEBT SERVICE FUND
FINANCING SUMMARY
2026 PROPOSED BUDGET**

Accounting Unit	Description (TI=Tax Increment)	Tax Increments	Investment Earnings	Use of/(Contrib to) Fund Balance	Total
301695224	N QUAD ESSEX 2002 REV DS 224	121,546	320	-	121,866
302195228	EMRLD PRK GARD 2010 REV DS 228	980,532	18,250	-	998,782
302395233	N QUAD DAKOTA 2002 REV DS 233	134,430	300	-	134,730
302695236	JJ HILL GNL 2004 REV DS 236	394,976	40,700	(73,884) *	361,792
302995241	N QUAD 9TH ST 2004 REV DS 241	105,344	650	-	105,994
303895225	RR UPLAND USBK 2019 RFD DS 225	2,273,935	31,000	-	2,304,935
TOTAL HRA DEBT SERVICE FUND FINANCING		4,010,763	91,220	(73,884)	4,028,099

* The contribution to fund equity for JJ Hill Tax Increment Bonds, 2004 is for trustee reserves.

**HRA DEBT SERVICE FUND
SPENDING SUMMARY
2026 PROPOSED BUDGET**

Accounting Unit	Description (TI=Tax Increment)	Debt Spending	Bank Fees and Other Spending	Transfers Out	Total Spending
301695224	N QUAD ESSEX 2002 REV DS 224	121,416	450	-	121,866
302195228	EMRLD PRK GARD 2010 REV DS 228	881,629	2,900	114,253	998,782
302395233	N QUAD DAKOTA 2002 REV DS 233	134,280	450	-	134,730
302695236	JJ HILL GNL 2004 REV DS 236	324,907	3,100	33,785	361,792
302995241	N QUAD 9TH ST 2004 REV DS 241	105,144	850	-	105,994
303895225	RR UPLAND USBK 2019 RFD DS 225	2,302,435	2,500	-	2,304,935
TOTAL HRA DEBT SERVICE FUND SPENDING		3,869,811	10,250	148,038	4,028,099

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
3000972003A - 2003A HUD SEC 108 NOTE DEBT					
59910 - USE OF FUND EQUITY	-	-	299,558	-	(299,558)
TOTAL FOR OTHER FINANCING SOURCES	-	-	299,558	-	(299,558)
TOTAL FOR 3000972003A - 2003A HUD SEC 108 NOTE DEBT	-	-	299,558	-	(299,558)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
301695224 - N QUAD ESSEX 2002 REV DS 224					
40105 - CURRENT TAX INCREMENT	131,815	133,793	133,515	121,546	(11,969)
40301 - TAX INCR 1ST YR DELINQUENT	32	-	-	-	-
40302 - TAX INCR 2ND YR DELINQUENT	34	-	-	-	-
40303 - TAX INCR 3RD YR DELINQUENT	31	-	-	-	-
TOTAL FOR TAXES	131,912	133,793	133,515	121,546	(11,969)
54505 - INTEREST INTERNAL POOL	782	500	780	300	(480)
54506 - INTEREST ACCRUED REVENUE	69	-	-	-	-
54810 - INTEREST NON POOL	30	20	30	20	(10)
TOTAL FOR INVESTMENT EARNINGS	880	520	810	320	(490)
TOTAL FOR 301695224 - N QUAD ESSEX 2002 REV DS 224	132,792	134,313	134,325	121,866	(12,459)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
301995225 - RR UP LAND 2012 REV RFD DS 225					
59910 - USE OF FUND EQUITY	-	-	1,376	-	(1,376)
TOTAL FOR OTHER FINANCING SOURCES	-	-	1,376	-	(1,376)
TOTAL FOR 301995225 - RR UP LAND 2012 REV RFD DS 225	-	-	1,376	-	(1,376)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
302195228 - EMRLD PRK GARD 2010 REV DS 228					
40105 - CURRENT TAX INCREMENT	965,389	970,267	991,018	980,532	(10,486)
40301 - TAX INCR 1ST YR DELINQUENT	3,062	-	-	-	-
TOTAL FOR TAXES	968,451	970,267	991,018	980,532	(10,486)
54505 - INTEREST INTERNAL POOL	8,499	17,000	8,500	18,200	9,700
54810 - INTEREST NON POOL	43	50	40	50	10
TOTAL FOR INVESTMENT EARNINGS	8,542	17,050	8,540	18,250	9,710
TOTAL FOR 302195228 - EMRLD PRK GARD 2010 REV DS 228	976,993	987,317	999,558	998,782	(776)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
302395233 - N QUAD DAKOTA 2002 REV DS 233					
40105 - CURRENT TAX INCREMENT	121,206	121,294	131,373	134,430	3,057
TOTAL FOR TAXES	121,206	121,294	131,373	134,430	3,057
54505 - INTEREST INTERNAL POOL	618	500	620	300	(320)
TOTAL FOR INVESTMENT EARNINGS	618	500	620	300	(320)
TOTAL FOR 302395233 - N QUAD DAKOTA 2002 REV DS 233	121,823	121,794	131,993	134,730	2,737

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
302695236 - JJ HILL GNL 2004 REV DS 236					
40105 - CURRENT TAX INCREMENT	402,753	410,975	405,565	394,976	(10,589)
40301 - TAX INCR 1ST YR DELINQUENT	8,095	-	-	-	-
40302 - TAX INCR 2ND YR DELINQUENT	5,496	-	-	-	-
TOTAL FOR TAXES	416,345	410,975	405,565	394,976	(10,589)
54505 - INTEREST INTERNAL POOL	2,393	800	2,400	5,200	2,800
54810 - INTEREST NON POOL	22,273	7,700	17,500	35,500	18,000
TOTAL FOR INVESTMENT EARNINGS	24,666	8,500	19,900	40,700	20,800
59950 - CONTR TO FUND EQUITY	-	(49,837)	(58,692)	(73,884)	(15,192)
TOTAL FOR OTHER FINANCING SOURCES	-	(49,837)	(58,692)	(73,884)	(15,192)
TOTAL FOR 302695236 - JJ HILL GNL 2004 REV DS 236	441,011	369,638	366,773	361,792	(4,981)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
302995241 - N QUAD 9TH ST 2004 REV DS 241					
40105 - CURRENT TAX INCREMENT	156,242	158,512	151,630	105,344	(46,286)
40304 - TAX INCR 4TH YR DELINQUENT	(0)	-	-	-	-
TOTAL FOR TAXES	156,242	158,512	151,630	105,344	(46,286)
54505 - INTEREST INTERNAL POOL	901	500	900	600	(300)
54810 - INTEREST NON POOL	23	100	20	50	30
TOTAL FOR INVESTMENT EARNINGS	924	600	920	650	(270)
TOTAL FOR 302995241 - N QUAD 9TH ST 2004 REV DS 241	157,165	159,112	152,550	105,994	(46,556)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
303394248 - KOCH MOBIL 2004C GO DS 248					
40105 - CURRENT TAX INCREMENT	182,000	171,450	-	-	-
TOTAL FOR TAXES	182,000	171,450	-	-	-
54505 - INTEREST INTERNAL POOL	2,164	1,000	-	-	-
TOTAL FOR INVESTMENT EARNINGS	2,164	1,000	-	-	-
TOTAL FOR 303394248 - KOCH MOBIL 2004C GO DS 248	184,164	172,450	-	-	-

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
303795262 - RR DRAKE MARBL 2002 REV DS 262					
40105 - CURRENT TAX INCREMENT	10,136	-	-	-	-
40302 - TAX INCR 2ND YR DELINQUENT	(10,136)	-	-	-	-
TOTAL FOR TAXES	-	-	-	-	-
TOTAL FOR 303795262 - RR DRAKE MARBL 2002 REV DS 262	-	-	-	-	-

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
303895225 - RR UPLAND USBK 2019 RFD DS 225					
40105 - CURRENT TAX INCREMENT	2,240,628	2,263,120	2,260,024	2,273,935	13,911
TOTAL FOR TAXES	2,240,628	2,263,120	2,260,024	2,273,935	13,911
54505 - INTEREST INTERNAL POOL	18,002	15,000	15,000	10,000	(5,000)
54810 - INTEREST NON POOL	23,319	20,000	23,320	21,000	(2,320)
TOTAL FOR INVESTMENT EARNINGS	41,322	35,000	38,320	31,000	(7,320)
TOTAL FOR 303895225 - RR UPLAND USBK 2019 RFD DS 225	2,281,950	2,298,120	2,298,344	2,304,935	6,591
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	4,295,899	4,242,744	4,384,477	4,028,099	(356,378)
TOTAL FOR HRA GENERAL DEBT SERVICE	4,295,899	4,242,744	4,384,477	4,028,099	(356,378)
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	4,295,899	4,242,744	4,384,477	4,028,099	(356,378)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
3000972003A - 2003A HUD SEC 108 NOTE DEBT					
79210 - TRANSFER TO SPEC REVENUE FUND	-	-	299,558	-	(299,558)
TOTAL FOR OTHER FINANCING USES	-	-	299,558	-	(299,558)
TOTAL FOR 3000972003A - 2003A HUD SEC 108 NOTE DEBT	-	-	299,558	-	(299,558)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
301695224 - N QUAD ESSEX 2002 REV DS 224					
63615 - BANK SERVICES	400	400	400	400	-
68180 - INVESTMENT SERVICE	159	100	160	50	(110)
TOTAL FOR SERVICES	559	500	560	450	(110)
78105 - PRINCIPAL ON REVENUE BONDS	92,000	100,738	108,040	100,041	(7,999)
78705 - INTEREST ON REVENUE BONDS	34,575	33,075	25,725	21,375	(4,350)
TOTAL FOR DEBT SERVICE	126,575	133,813	133,765	121,416	(12,349)
TOTAL FOR 301695224 - N QUAD ESSEX 2002 REV DS 224	127,134	134,313	134,325	121,866	(12,459)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
301995225 - RR UP LAND 2012 REV RFD DS 225					
79220 - TRANSFER TO CAPITAL PROJ FUND	-	-	1,376	-	(1,376)
TOTAL FOR OTHER FINANCING USES	-	-	1,376	-	(1,376)
TOTAL FOR 301995225 - RR UP LAND 2012 REV RFD DS 225	-	-	1,376	-	(1,376)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
302195228 - EMRLD PRK GARD 2010 REV DS 228					
63615 - BANK SERVICES	800	800	800	900	100
68180 - INVESTMENT SERVICE	1,256	3,400	1,260	2,000	740
TOTAL FOR SERVICES	2,056	4,200	2,060	2,900	840
78105 - PRINCIPAL ON REVENUE BONDS	680,000	772,529	831,925	823,779	(8,146)
78705 - INTEREST ON REVENUE BONDS	174,128	135,292	89,269	57,850	(31,419)
TOTAL FOR DEBT SERVICE	854,128	907,821	921,194	881,629	(39,565)
79220 - TRANSFER TO CAPITAL PROJ FUND	73,719	75,296	76,304	114,253	37,949
TOTAL FOR OTHER FINANCING USES	73,719	75,296	76,304	114,253	37,949
TOTAL FOR 302195228 - EMRLD PRK GARD 2010 REV DS 228	929,904	987,317	999,558	998,782	(776)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
302395233 - N QUAD DAKOTA 2002 REV DS 233					
63615 - BANK SERVICES	400	400	400	400	-
68180 - INVESTMENT SERVICE	126	100	130	50	(80)
TOTAL FOR SERVICES	526	500	530	450	(80)
78105 - PRINCIPAL ON REVENUE BONDS	66,000	71,804	86,873	93,120	6,247
78705 - INTEREST ON REVENUE BONDS	50,365	49,490	44,590	41,160	(3,430)
TOTAL FOR DEBT SERVICE	116,365	121,294	131,463	134,280	2,817
TOTAL FOR 302395233 - N QUAD DAKOTA 2002 REV DS 233	116,891	121,794	131,993	134,730	2,737

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
302695236 - JJ HILL GNL 2004 REV DS 236					
63615 - BANK SERVICES	2,200	2,200	2,200	2,500	300
68180 - INVESTMENT SERVICE	497	175	500	600	100
TOTAL FOR SERVICES	2,697	2,375	2,700	3,100	400
78105 - PRINCIPAL ON REVENUE BONDS	221,000	236,000	250,000	266,000	16,000
78705 - INTEREST ON REVENUE BONDS	103,781	89,751	74,781	58,907	(15,874)
TOTAL FOR DEBT SERVICE	324,781	325,751	324,781	324,907	126
79220 - TRANSFER TO CAPITAL PROJ FUND	-	41,512	39,292	33,785	(5,507)
TOTAL FOR OTHER FINANCING USES	-	41,512	39,292	33,785	(5,507)
TOTAL FOR 302695236 - JJ HILL GNL 2004 REV DS 236	327,478	369,638	366,773	361,792	(4,981)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
302995241 - N QUAD 9TH ST 2004 REV DS 241					
63615 - BANK SERVICES	650	650	650	750	100
68180 - INVESTMENT SERVICE	183	50	190	100	(90)
TOTAL FOR SERVICES	833	700	840	850	10
78105 - PRINCIPAL ON REVENUE BONDS	128,000	130,362	133,605	101,000	(32,605)
78705 - INTEREST ON REVENUE BONDS	29,867	28,050	18,105	4,144	(13,961)
TOTAL FOR DEBT SERVICE	157,867	158,412	151,710	105,144	(46,566)
TOTAL FOR 302995241 - N QUAD 9TH ST 2004 REV DS 241	158,700	159,112	152,550	105,994	(46,556)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
303394248 - KOCH MOBIL 2004C GO DS 248					
68180 - INVESTMENT SERVICE	449	200	-	-	-
TOTAL FOR SERVICES	449	200	-	-	-
78005 - PRINCIPAL ON GO BONDS	130,000	130,000	-	-	-
78605 - INTEREST ON GO BONDS	46,475	42,250	-	-	-
TOTAL FOR DEBT SERVICE	176,475	172,250	-	-	-
TOTAL FOR 303394248 - KOCH MOBIL 2004C GO DS 248	176,924	172,450	-	-	-

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA GENERAL DEBT SERVICE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
303895225 - RR UPLAND USBK 2019 RFD DS 225					
63615 - BANK SERVICES	-	1,500	1,500	1,500	-
68180 - INVESTMENT SERVICE	3,195	2,600	3,200	1,000	(2,200)
TOTAL FOR SERVICES	3,195	4,100	4,700	2,500	(2,200)
78105 - PRINCIPAL ON REVENUE BONDS	2,010,000	2,050,000	2,090,000	2,140,000	50,000
78705 - INTEREST ON REVENUE BONDS	283,612	244,020	203,644	162,435	(41,209)
TOTAL FOR DEBT SERVICE	2,293,612	2,294,020	2,293,644	2,302,435	8,791
TOTAL FOR 303895225 - RR UPLAND USBK 2019 RFD DS 225	2,296,807	2,298,120	2,298,344	2,304,935	6,591
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	4,133,839	4,242,744	4,384,477	4,028,099	(356,378)
TOTAL FOR HRA GENERAL DEBT SERVICE	4,133,839	4,242,744	4,384,477	4,028,099	(356,378)
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	4,133,839	4,242,744	4,384,477	4,028,099	(356,378)

**HRA DEVELOPMENT CAPITAL PROJECTS FUND FINANCING AND SPENDING SUMMARY
2026 PROPOSED BUDGET**

	Housing Trust Fund	Palace Theatre City Loan	Total
FINANCING:			
Palace Theatre Operations transfer from HRA General Fund	-	247,221	247,221
Transfer from World Trade Center Parking Enterprise Fund	-	-	-
Carryover of Prior Year Balances	3,383,602	-	3,383,602
TOTAL FINANCING	<u>3,383,602</u>	<u>247,221</u>	<u>3,630,823</u>
SPENDING:			
Principal and Interest on City Loan	-	247,221	247,221
Transfer to City General Fund - Office of Financial Empowerment Fair Housing Coordinator	156,991	-	156,991
Transfer to PED Operations Internal Service Fund - Housing Project Manager	142,208	-	142,208
Housing Trust Fund Program Expenses	3,084,403	-	3,084,403
TOTAL SPENDING	<u>3,383,602</u>	<u>247,221</u>	<u>3,630,823</u>

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA DEVELOPMENT CAPITAL PROJECTS
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
480055910 - HRA FUNDED PROJECTS					
50205 - REPAYMENT OF LOAN	16,708	-	-	-	-
TOTAL FOR CHARGES FOR SERVICES	16,708	-	-	-	-
54810 - INTEREST NON POOL	1	-	-	-	-
TOTAL FOR INVESTMENT EARNINGS	1	-	-	-	-
56225 - TRANSFER FR SPECIAL REVENUE FU	1,192,795	1,635,223	1,646,681	247,221	(1,399,460)
56240 - TRANSFER FR ENTERPRISE FUND	1,868,022	600,000	-	-	-
57405 - PROCEEDS FROM LOAN	3,115,411	-	-	-	-
59910 - USE OF FUND EQUITY	-	-	2,890,000	3,383,602	493,602
TOTAL FOR OTHER FINANCING SOURCES	6,176,228	2,235,223	4,536,681	3,630,823	(905,858)
TOTAL FOR 480055910 - HRA FUNDED PROJECTS	6,192,937	2,235,223	4,536,681	3,630,823	(905,858)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA DEVELOPMENT CAPITAL PROJECTS
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
4800652007B - 2007B ISP STAR TAXABLE BONDS					
50110 - COLLECTION FEE	149	-	-	-	-
50205 - REPAYMENT OF LOAN	31,328	-	-	-	-
TOTAL FOR CHARGES FOR SERVICES	31,477	-	-	-	-
54620 - INTEREST ON LOAN	2,762	-	-	-	-
TOTAL FOR INVESTMENT EARNINGS	2,762	-	-	-	-
TOTAL FOR 4800652007B - 2007B ISP STAR TAXABLE BONDS	34,239	-	-	-	-
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	6,227,176	2,235,223	4,536,681	3,630,823	(905,858)
TOTAL FOR HRA DEVELOPMENT CAPITAL PROJECTS	6,227,176	2,235,223	4,536,681	3,630,823	(905,858)
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	6,227,176	2,235,223	4,536,681	3,630,823	(905,858)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA DEVELOPMENT CAPITAL PROJECTS
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
480055905 - LAND ASSEMBLY BONDS					
63160 - GENERAL PROFESSIONAL SERVICE	3,947	-	-	-	-
TOTAL FOR SERVICES	3,947	-	-	-	-
TOTAL FOR 480055905 - LAND ASSEMBLY BONDS	3,947	-	-	-	-

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA DEVELOPMENT CAPITAL PROJECTS
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
480055910 - HRA FUNDED PROJECTS					
63160 - GENERAL PROFESSIONAL SERVICE	13,476	-	-	-	-
TOTAL FOR SERVICES	13,476	-	-	-	-
73120 - OUTSIDE LOAN	858,014	-	-	-	-
73220 - PMT TO SUBCONTRACTOR GRANT	502,695	1,752,145	2,176,755	3,084,403	907,648
TOTAL FOR PROGRAM EXPENSE	1,360,709	1,752,145	2,176,755	3,084,403	907,648
74105 - CONTINGENCY	-	-	820,000	-	(820,000)
TOTAL FOR ADDITIONAL EXPENSES	-	-	820,000	-	(820,000)
76805 - CAPITAL OUTLAY	3,523,459	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	3,523,459	-	-	-	-
78860 - INTEREST ADV FROM OTHER FUND	163,302	235,223	246,681	247,221	540
TOTAL FOR DEBT SERVICE	163,302	235,223	246,681	247,221	540
79205 - TRANSFER TO GENERAL FUND	123,215	118,575	151,104	156,991	5,887
79210 - TRANSFER TO SPEC REVENUE FUND	-	-	1,000,000	-	(1,000,000)
79230 - TRANSFER TO INTERNAL SERV FUND	122,748	129,280	142,141	142,208	67
TOTAL FOR OTHER FINANCING USES	245,963	247,855	1,293,245	299,199	(994,046)
TOTAL FOR 480055910 - HRA FUNDED PROJECTS	5,306,910	2,235,223	4,536,681	3,630,823	(905,858)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA DEVELOPMENT CAPITAL PROJECTS
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
4800652007B - 2007B ISP STAR TAXABLE BONDS					
65305 - OTHER ASSESSMENT	316	-	-	-	-
TOTAL FOR SERVICES	316	-	-	-	-
73220 - PMT TO SUBCONTRACTOR GRANT	282,299	-	-	-	-
TOTAL FOR PROGRAM EXPENSE	282,299	-	-	-	-
TOTAL FOR 4800652007B - 2007B ISP STAR TAXABLE BONDS	282,615	-	-	-	-
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	5,593,472	2,235,223	4,536,681	3,630,823	(905,858)
TOTAL FOR HRA DEVELOPMENT CAPITAL PROJECTS	5,593,472	2,235,223	4,536,681	3,630,823	(905,858)
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	5,593,472	2,235,223	4,536,681	3,630,823	(905,858)

HRA Parking Enterprise Fund 6810
Summary of Financing and Spending

*Actuals reflect budgetary basis and do not reflect all year-end accounting adjustments for financial statement reporting (examples include bad debt expense).

Account Type	Account -Account Description	2023 Actuals*	2024 Adopted Budget	2025 Adopted Budget	2026 Proposed Budget
Financing	40105 - CURRENT TAX INCREMENT	1,676,992	1,706,044	1,857,775	1,170,900
	40301 - TAX INCR 1ST YR DELINQUENT	8,710	-	-	-
	40302 - TAX INCR 2ND YR DELINQUENT	12,793	-	-	-
	40303 - TAX INCR 3RD YR DELINQUENT	4,147	-	-	-
	40304 - TAX INCR 4TH YR DELINQUENT	(0)	-	-	-
	40305 - TAX INCR 5TH YR DELINQUENT	(8,217)	-	-	-
	40306 - TAX INCR 6TH YR AND PRIOR	11,730	-	-	-
	43630 - CITY SHARE STATE COURT FINES	1,185,949	1,325,000	1,325,000	1,325,000
	44160 - ELEC CHARGING STATIONS	1,951	-	-	2,018
	44440 - SALE OF EASEMENTS	-	-	-	-
	47115 - PARKING METER COLLECTION	1,814,051	1,675,000	1,675,000	1,675,000
	47120 - LOST METER HOODING REVENUE	-	-	-	-
	48310 - COMMERCIAL SPACE RENT	111,017	138,888	142,600	151,767
	50305 - PARKING REVENUES	9,354,516	8,857,800	9,752,800	10,809,426
	54505 - INTEREST INTERNAL POOL	37,179	25,500	35,500	45,000
	54506 - INTEREST ACCRUED REVENUE	-	-	-	-
	54510 - INCR OR DECR IN FV INVESTMENTS	-	-	-	-
	54620 - INTEREST ON LOAN	-	-	-	-
	54810 - INTEREST NON POOL	79,580	-	-	-
	55526 - REBATES	-	-	-	-
	55615 - CAPITAL ASSET CONTRIBUTION	-	-	-	-
	55815 - REFUNDS OVERPAYMENTS	-	-	-	-
	55915 - OTHER MISC REVENUE	22,938	-	-	-
	56115 - INTRA FUND IN TRANSFER	2,870,193	3,018,368	2,928,477	1,920,198
	56225 - TRANSFER FR SPECIAL REVENUE FU	171,704	1,732,783	-	-
	56235 - TRANSFER FR CAPITAL PROJ FUND	-	-	-	-
	56240 - TRANSFER FR ENTERPRISE FUND	51,938	68,122	104,009	150,321
	57120 - REFUNDING GO BOND ISSUED	-	-	-	-
	57135 - REFUNDING REVENUE BOND ISSUED	-	-	-	-
	57215 - PREMIUM REFUNDING GO BOND ISSU	-	-	-	-
	57605 - REPAYMENT OF ADVANCE	564,744	-	-	-
	58101 - SALE OF CAPITAL ASSET	-	-	-	-
	58130 - GAIN ON SALE CAPITAL ASSETS	-	-	-	-
	59910 - USE OF FUND EQUITY	-	4,593,759	3,847,941	1,730,648
	59950 - CONTR TO FUND EQUITY	-	(551,430)	(531,346)	(1,296,035)
Financing Total		17,971,915	22,589,834	21,137,756	17,684,243

HRA Parking Enterprise Fund 6810
Summary of Financing and Spending

*Actuals reflect budgetary basis and do not reflect all year-end accounting adjustments for financial statement reporting (examples include bad debt expense).

Account Type	Account -Account Description	2023 Actuals*	2024 Adopted Budget	2025 Adopted Budget	2026 Proposed Budget
Spending	63160 - GENERAL PROFESSIONAL SERVICE	11,882	47,837	147,837	147,837
	63385 - SECURITY SERVICES	85,412	85,870	88,000	139,083
	63420 - PARKING RAMP OPERATOR	5,154,743	4,944,450	6,314,848	6,753,285
	63615 - BANK SERVICES	-	-	-	-
	64505 - GENERAL REPAIR MAINT SVC	235,869	273,000	363,000	248,000
	64615 - SPACE USE CHARGE	37,106	35,000	40,000	49,500
	65125 - TECHNOLOGY SERVICES	-	2,100	2,100	-
	65140 - TELEPHONE MONTHLY CHARGE	1,145	1,890	1,890	2,825
	65315 - STREET MAINT ASSESSMENT	33,179	400,785	151,485	153,485
	67340 - PUBLICATION AND ADVERTISING	-	-	-	-
	68105 - MANAGEMENT AND ADMIN SERVICE	500,441	620,000	620,000	550,000
	68115 - ENTERPRISE TECHNOLOGY INITIATI	40,334	48,403	57,505	47,668
	68175 - PROPERTY INSURANCE SHARE	116,429	123,187	116,045	125,409
	68180 - INVESTMENT SERVICE	7,843	7,300	8,300	8,500
	68190 - ENGINEERING SERVICES	-	90,000	90,000	-
	71205 - ELECTRICITY	5,727	7,150	6,150	1,039
	73205 - REHABILITATION GRANTS	-	-	-	-
	73220 - PMT TO SUBCONTRACTOR GRANT	-	-	-	-
	73555 - PMT TO SUBCONTRACTOR	13,630	500,000	100,000	-
	74105 - CONTINGENCY	-	-	-	-
	74305 - MISC NON OPERATING EXPENSE	-	-	-	-
	74310 - CITY CONTR TO OUTSIDE AGENCY G	-	537,500	537,500	537,500
	74405 - BAD DEBT EXPENSE	-	-	-	-
	76201 - BUILDINGS AND STRUCTURES	-	700,000	700,000	785,000
	76301 - IMPROVE OTHER THAN BUILDING	-	3,305,000	1,300,000	375,000
	76501 - EQUIPMENT	-	440,000	165,000	-
	76805 - CAPITAL OUTLAY	885,830	-	-	-
	76806 - CAPITAL OUTLAY - CONTRA	(1,268,677)	-	-	-
	76810 - LOSS ON PROP DISPOSAL	79,680	-	-	-
	76830 - ASSET CLEARING AC160 ONLY	-	-	-	-
	76905 - DEPRECIATION EXPENSE	2,589,003	-	-	-
	77905 - AM CLEARING PROPRIETARY	-	-	-	-
	77906 - AM PROP CIP ADJUSTMENT	382,846	-	-	-
	78005 - PRINCIPAL ON GO BONDS	1,600,000	1,680,000	1,765,000	1,130,000
	78105 - PRINCIPAL ON REVENUE BONDS	1,355,000	1,425,000	1,495,000	495,000
	78605 - INTEREST ON GO BONDS	49,789	199,100	112,975	51,900
	78705 - INTEREST ON REVENUE BONDS	756,619	752,894	681,644	818,014
	78920 - GENERAL COST OF ISSUANCE SVC	-	-	-	-
	78925 - UNDERWRITER DISCOUNT	-	-	-	-
	79115 - INTRA FUND TRANSFER OUT	2,870,193	3,018,368	2,928,477	1,920,198
	79205 - TRANSFER TO GENERAL FUND	3,000,000	3,345,000	3,345,000	3,345,000
	79210 - TRANSFER TO SPEC REVENUE FUND	-	-	-	-
	79220 - TRANSFER TO CAPITAL PROJ FUND	-	-	-	-
	79225 - TRANSFER TO ENTERPRISE FUND	-	-	-	-
	79230 - TRANSFER TO INTERNAL SERV FUND	-	-	-	-
Spending Total		18,544,023	22,589,834	21,137,756	17,684,243
Grand Total		36,515,938	45,179,668	42,275,512	35,368,486

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055405 - LAWSON RAMP					
44160 - ELEC CHARGING STATIONS	1,002	-	-	-	-
48310 - COMMERCIAL SPACE RENT	-	-	-	403	403
50305 - PARKING REVENUES	3,028,531	2,700,000	3,200,000	3,748,072	548,072
TOTAL FOR CHARGES FOR SERVICES	3,029,532	2,700,000	3,200,000	3,748,475	548,475
54810 - INTEREST NON POOL	100	-	-	-	-
TOTAL FOR INVESTMENT EARNINGS	100	-	-	-	-
55915 - OTHER MISC REVENUE	22,938	-	-	-	-
TOTAL FOR MISCELLANEOUS REVENUE	22,938	-	-	-	-
57605 - REPAYMENT OF ADVANCE	564,744	-	-	-	-
59910 - USE OF FUND EQUITY	-	944,882	-	-	-
59950 - CONTR TO FUND EQUITY	-	-	(295,181)	(1,097,638)	(802,457)
TOTAL FOR OTHER FINANCING SOURCES	564,744	944,882	(295,181)	(1,097,638)	(802,457)
TOTAL FOR 681055405 - LAWSON RAMP	3,617,314	3,644,882	2,904,819	2,650,837	(253,982)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055505 - BLOCK 19 RAMP					
44160 - ELEC CHARGING STATIONS	-	-	-	150	150
48310 - COMMERCIAL SPACE RENT	3,693	13,000	13,000	3,321	(9,679)
50305 - PARKING REVENUES	742,161	750,000	720,000	767,682	47,682
TOTAL FOR CHARGES FOR SERVICES	745,854	763,000	733,000	771,153	38,153
56225 - TRANSFER FR SPECIAL REVENUE FU	-	300,000	-	-	-
59910 - USE OF FUND EQUITY	-	1,120,910	270,860	687,079	416,219
TOTAL FOR OTHER FINANCING SOURCES	-	1,420,910	270,860	687,079	416,219
TOTAL FOR 681055505 - BLOCK 19 RAMP	745,854	2,183,910	1,003,860	1,458,232	454,372

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055510 - ROBERT STREET RAMP					
44160 - ELEC CHARGING STATIONS	-	-	-	167	167
48310 - COMMERCIAL SPACE RENT	26,932	24,888	28,600	45,883	17,283
50305 - PARKING REVENUES	773,876	800,000	780,000	933,037	153,037
TOTAL FOR CHARGES FOR SERVICES	800,808	824,888	808,600	979,087	170,487
56225 - TRANSFER FR SPECIAL REVENUE FU	52,004	300,000	-	-	-
59910 - USE OF FUND EQUITY	-	1,043,732	167,015	279,466	112,451
TOTAL FOR OTHER FINANCING SOURCES	52,004	1,343,732	167,015	279,466	112,451
TOTAL FOR 681055510 - ROBERT STREET RAMP	852,812	2,168,620	975,615	1,258,553	282,938

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055520 - KELLOGG RAMP					
48310 - COMMERCIAL SPACE RENT	6,600	-	-	13,860	13,860
50305 - PARKING REVENUES	1,204,624	1,100,000	1,200,000	1,271,066	71,066
TOTAL FOR CHARGES FOR SERVICES	1,211,224	1,100,000	1,200,000	1,284,926	84,926
56225 - TRANSFER FR SPECIAL REVENUE FU	60,100	300,000	-	-	-
59910 - USE OF FUND EQUITY	-	34,693	1,235,039	-	(1,235,039)
59950 - CONTR TO FUND EQUITY	-	-	-	(35,640)	(35,640)
TOTAL FOR OTHER FINANCING SOURCES	60,100	334,693	1,235,039	(35,640)	(1,270,679)
TOTAL FOR 681055520 - KELLOGG RAMP	1,271,324	1,434,693	2,435,039	1,249,286	(1,185,753)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055525 - SMITH AVE RAMP					
44160 - ELEC CHARGING STATIONS	949	-	-	1,701	1,701
50305 - PARKING REVENUES	1,522,658	1,663,800	1,600,000	1,562,656	(37,344)
TOTAL FOR CHARGES FOR SERVICES	1,523,608	1,663,800	1,600,000	1,564,357	(35,643)
56225 - TRANSFER FR SPECIAL REVENUE FU	59,600	300,000	-	-	-
59910 - USE OF FUND EQUITY	-	-	1,151,977	122,827	(1,029,150)
59950 - CONTR TO FUND EQUITY	-	(415,380)	-	-	-
TOTAL FOR OTHER FINANCING SOURCES	59,600	(115,380)	1,151,977	122,827	(1,029,150)
TOTAL FOR 681055525 - SMITH AVE RAMP	1,583,208	1,548,420	2,751,977	1,687,184	(1,064,793)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055530 - LOWERTOWN RAMP					
50305 - PARKING REVENUES	934,573	820,000	950,000	1,237,873	287,873
TOTAL FOR CHARGES FOR SERVICES	934,573	820,000	950,000	1,237,873	287,873
54810 - INTEREST NON POOL	6	-	-	-	-
TOTAL FOR INVESTMENT EARNINGS	6	-	-	-	-
56225 - TRANSFER FR SPECIAL REVENUE FU	-	300,000	-	-	-
59910 - USE OF FUND EQUITY	-	702,335	367,728	232,402	(135,326)
TOTAL FOR OTHER FINANCING SOURCES	-	1,002,335	367,728	232,402	(135,326)
TOTAL FOR 681055530 - LOWERTOWN RAMP	934,578	1,822,335	1,317,728	1,470,275	152,547

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055540 - 7A RAMP					
48310 - COMMERCIAL SPACE RENT	2,000	-	-	3,300	3,300
50305 - PARKING REVENUES	593,958	600,000	570,000	671,144	101,144
TOTAL FOR CHARGES FOR SERVICES	595,958	600,000	570,000	674,444	104,444
56225 - TRANSFER FR SPECIAL REVENUE FU	-	232,783	-	-	-
59910 - USE OF FUND EQUITY	-	600,772	506,372	240,029	(266,343)
TOTAL FOR OTHER FINANCING SOURCES	-	833,555	506,372	240,029	(266,343)
TOTAL FOR 681055540 - 7A RAMP	595,958	1,433,555	1,076,372	914,473	(161,899)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055550 - FARMERS MARKET					
50305 - PARKING REVENUES	420,880	340,000	530,000	470,936	(59,064)
TOTAL FOR CHARGES FOR SERVICES	420,880	340,000	530,000	470,936	(59,064)
59950 - CONTR TO FUND EQUITY	-	(125,000)	(195,000)	(125,736)	69,264
TOTAL FOR OTHER FINANCING SOURCES	-	(125,000)	(195,000)	(125,736)	69,264
TOTAL FOR 681055550 - FARMERS MARKET	420,880	215,000	335,000	345,200	10,200

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055600 - GENERAL PARKING					
56115 - INTRA FUND IN TRANSFER	524,058	685,618	758,833	632,684	(126,149)
56240 - TRANSFER FR ENTERPRISE FUND	51,938	68,122	104,009	150,321	46,312
TOTAL FOR OTHER FINANCING SOURCES	575,996	753,740	862,842	783,005	(79,837)
TOTAL FOR 681055600 - GENERAL PARKING	575,996	753,740	862,842	783,005	(79,837)

CITY OF SAINT PAUL
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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055605 - FOX LOT					
50305 - PARKING REVENUES	52,127	11,000	63,200	42,900	(20,300)
TOTAL FOR CHARGES FOR SERVICES	52,127	11,000	63,200	42,900	(20,300)
59950 - CONTR TO FUND EQUITY	-	(1,500)	(30,200)	(19,000)	11,200
TOTAL FOR OTHER FINANCING SOURCES	-	(1,500)	(30,200)	(19,000)	11,200
TOTAL FOR 681055605 - FOX LOT	52,127	9,500	33,000	23,900	(9,100)

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055610 - MISSISSIPPI FLATS					
50305 - PARKING REVENUES	15,003	14,000	50,000	18,310	(31,690)
TOTAL FOR CHARGES FOR SERVICES	15,003	14,000	50,000	18,310	(31,690)
59910 - USE OF FUND EQUITY	-	59,000	65,000	70,845	5,845
TOTAL FOR OTHER FINANCING SOURCES	-	59,000	65,000	70,845	5,845
TOTAL FOR 681055610 - MISSISSIPPI FLATS	15,003	73,000	115,000	89,155	(25,845)

CITY OF SAINT PAUL
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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055615 - 9TH ST LOT					
50305 - PARKING REVENUES	27,193	24,000	34,000	30,000	(4,000)
TOTAL FOR CHARGES FOR SERVICES	27,193	24,000	34,000	30,000	(4,000)
59910 - USE OF FUND EQUITY	-	2,485	-	-	-
59950 - CONTR TO FUND EQUITY	-	-	(7,515)	(10,155)	(2,640)
TOTAL FOR OTHER FINANCING SOURCES	-	2,485	(7,515)	(10,155)	(2,640)
TOTAL FOR 681055615 - 9TH ST LOT	27,193	26,485	26,485	19,845	(6,640)

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055625 - WABASHA LOT					
50305 - PARKING REVENUES	24,584	25,000	30,600	28,293	(2,307)
TOTAL FOR CHARGES FOR SERVICES	24,584	25,000	30,600	28,293	(2,307)
59950 - CONTR TO FUND EQUITY	-	(9,550)	(3,450)	(5,789)	(2,339)
TOTAL FOR OTHER FINANCING SOURCES	-	(9,550)	(3,450)	(5,789)	(2,339)
TOTAL FOR 681055625 - WABASHA LOT	24,584	15,450	27,150	22,504	(4,646)

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055635 - WEST SIDE FLATS LOT					
50305 - PARKING REVENUES	14,349	10,000	25,000	27,457	2,457
TOTAL FOR CHARGES FOR SERVICES	14,349	10,000	25,000	27,457	2,457
59910 - USE OF FUND EQUITY	-	5,000	4,000	-	(4,000)
59950 - CONTR TO FUND EQUITY	-	-	-	(2,077)	(2,077)
TOTAL FOR OTHER FINANCING SOURCES	-	5,000	4,000	(2,077)	(6,077)
TOTAL FOR 681055635 - WEST SIDE FLATS LOT	14,349	15,000	29,000	25,380	(3,620)

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055705 - LAWSON RETAIL CENTER					
48310 - COMMERCIAL SPACE RENT	71,792	101,000	101,000	85,000	(16,000)
TOTAL FOR CHARGES FOR SERVICES	71,792	101,000	101,000	85,000	(16,000)
54810 - INTEREST NON POOL	14	-	-	-	-
TOTAL FOR INVESTMENT EARNINGS	14	-	-	-	-
59910 - USE OF FUND EQUITY	-	79,950	79,950	98,000	18,050
TOTAL FOR OTHER FINANCING SOURCES	-	79,950	79,950	98,000	18,050
TOTAL FOR 681055705 - LAWSON RETAIL CENTER	71,806	180,950	180,950	183,000	2,050

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
6810942018C - 2018C BLK 39 GO RFD TIF 213					
40105 - CURRENT TAX INCREMENT	1,676,992	1,706,044	1,857,775	1,170,900	(686,875)
40301 - TAX INCR 1ST YR DELINQUENT	8,710	-	-	-	-
40302 - TAX INCR 2ND YR DELINQUENT	12,793	-	-	-	-
40303 - TAX INCR 3RD YR DELINQUENT	4,147	-	-	-	-
40304 - TAX INCR 4TH YR DELINQUENT	(0)	-	-	-	-
40305 - TAX INCR 5TH YR DELINQUENT	(8,217)	-	-	-	-
40306 - TAX INCR 6TH YR AND PRIOR	11,730	-	-	-	-
TOTAL FOR TAXES	1,706,155	1,706,044	1,857,775	1,170,900	(686,875)
54505 - INTEREST INTERNAL POOL	25,946	15,500	25,500	15,000	(10,500)
TOTAL FOR INVESTMENT EARNINGS	25,946	15,500	25,500	15,000	(10,500)
56115 - INTRA FUND IN TRANSFER	211,344	161,856	-	-	-
TOTAL FOR OTHER FINANCING SOURCES	211,344	161,856	-	-	-
TOTAL FOR 6810942018C - 2018C BLK 39 GO RFD TIF 213	1,943,445	1,883,400	1,883,275	1,185,900	(697,375)

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
6810952017A - 2017A PARKING REFUND REV BONDS					
43630 - CITY SHARE STATE COURT FINES	1,185,949	1,325,000	1,325,000	-	(1,325,000)
TOTAL FOR INTERGOVERNMENTAL REVENUE	1,185,949	1,325,000	1,325,000	-	(1,325,000)
47115 - PARKING METER COLLECTION	1,814,051	1,675,000	1,675,000	-	(1,675,000)
TOTAL FOR CHARGES FOR SERVICES	1,814,051	1,675,000	1,675,000	-	(1,675,000)
54505 - INTEREST INTERNAL POOL	11,233	10,000	10,000	-	(10,000)
54810 - INTEREST NON POOL	23,360	-	-	-	-
TOTAL FOR INVESTMENT EARNINGS	34,593	10,000	10,000	-	(10,000)
56115 - INTRA FUND IN TRANSFER	2,134,791	2,170,894	2,169,644	-	(2,169,644)
TOTAL FOR OTHER FINANCING SOURCES	2,134,791	2,170,894	2,169,644	-	(2,169,644)
TOTAL FOR 6810952017A - 2017A PARKING REFUND REV BONDS	5,169,384	5,180,894	5,179,644	-	(5,179,644)

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
6810952017AR - 2017A PRKG REFUND D-S RSRV					
54810 - INTEREST NON POOL	56,100	-	-	-	-
TOTAL FOR INVESTMENT EARNINGS	56,100	-	-	-	-
TOTAL FOR 6810952017AR - 2017A PRKG REFUND D-S RSRV	56,100	-	-	-	-

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
6810952025A - 2025A PARKING REFUND REV BONDS					
43630 - CITY SHARE STATE COURT FINES	-	-	-	1,325,000	1,325,000
TOTAL FOR INTERGOVERNMENTAL REVENUE	-	-	-	1,325,000	1,325,000
47115 - PARKING METER COLLECTION	-	-	-	1,675,000	1,675,000
TOTAL FOR CHARGES FOR SERVICES	-	-	-	1,675,000	1,675,000
54505 - INTEREST INTERNAL POOL	-	-	-	20,000	20,000
TOTAL FOR INVESTMENT EARNINGS	-	-	-	20,000	20,000
56115 - INTRA FUND IN TRANSFER	-	-	-	843,625	843,625
TOTAL FOR OTHER FINANCING SOURCES	-	-	-	843,625	843,625
TOTAL FOR 6810952025A - 2025A PARKING REFUND REV BONDS	-	-	-	3,863,625	3,863,625

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
6810952025B - 2025B PARKING REFUND REV BONDS					
54505 - INTEREST INTERNAL POOL	-	-	-	10,000	10,000
TOTAL FOR INVESTMENT EARNINGS	-	-	-	10,000	10,000
56115 - INTRA FUND IN TRANSFER	-	-	-	443,889	443,889
TOTAL FOR OTHER FINANCING SOURCES	-	-	-	443,889	443,889
TOTAL FOR 6810952025B - 2025B PARKING REFUND REV BONDS	-	-	-	453,889	453,889
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	17,971,915	22,589,834	21,137,756	17,684,243	(3,453,513)
TOTAL FOR HRA PARKING	17,971,915	22,589,834	21,137,756	17,684,243	(3,453,513)
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	17,971,915	22,589,834	21,137,756	17,684,243	(3,453,513)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
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Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055405 - LAWSON RAMP					
63420 - PARKING RAMP OPERATOR	1,165,260	1,100,000	1,230,000	1,491,000	261,000
64505 - GENERAL REPAIR MAINT SVC	21,711	15,000	15,000	18,000	3,000
65125 - TECHNOLOGY SERVICES	-	1,000	1,000	-	(1,000)
65315 - STREET MAINT ASSESSMENT	211	253,000	20,000	20,000	-
68175 - PROPERTY INSURANCE SHARE	22,758	24,026	22,633	24,459	1,826
68190 - ENGINEERING SERVICES	-	15,000	15,000	-	(15,000)
TOTAL FOR SERVICES	1,209,939	1,408,026	1,303,633	1,553,459	249,826
73555 - PMT TO SUBCONTRACTOR	13,630	500,000	100,000	-	(100,000)
TOTAL FOR PROGRAM EXPENSE	13,630	500,000	100,000	-	(100,000)
74310 - CITY CONTR TO OUTSIDE AGENCY G	-	500,000	500,000	500,000	-
TOTAL FOR ADDITIONAL EXPENSES	-	500,000	500,000	500,000	-
76201 - BUILDINGS AND STRUCTURES	-	100,000	100,000	115,000	15,000
76301 - IMPROVE OTHER THAN BUILDING	-	280,000	130,000	-	(130,000)
76501 - EQUIPMENT	-	350,000	50,000	-	(50,000)
76805 - CAPITAL OUTLAY	62,010	-	-	-	-
76806 - CAPITAL OUTLAY - CONTRA	(62,010)	-	-	-	-
76905 - DEPRECIATION EXPENSE	635,013	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	635,013	730,000	280,000	115,000	(165,000)
79115 - INTRA FUND TRANSFER OUT	211,344	161,856	376,186	137,378	(238,808)
79205 - TRANSFER TO GENERAL FUND	-	345,000	345,000	345,000	-
TOTAL FOR OTHER FINANCING USES	211,344	506,856	721,186	482,378	(238,808)
TOTAL FOR 681055405 - LAWSON RAMP	2,069,926	3,644,882	2,904,819	2,650,837	(253,982)

CITY OF SAINT PAUL
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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055505 - BLOCK 19 RAMP					
63420 - PARKING RAMP OPERATOR	491,641	500,000	654,483	806,400	151,917
64505 - GENERAL REPAIR MAINT SVC	4,590	10,000	10,000	10,000	-
65125 - TECHNOLOGY SERVICES	-	1,000	1,000	-	(1,000)
65315 - STREET MAINT ASSESSMENT	1,334	15,000	15,000	15,000	-
68175 - PROPERTY INSURANCE SHARE	22,501	24,815	23,377	25,263	1,886
68190 - ENGINEERING SERVICES	-	15,000	15,000	-	(15,000)
TOTAL FOR SERVICES	520,066	565,815	718,860	856,663	137,803
76201 - BUILDINGS AND STRUCTURES	-	100,000	100,000	95,000	(5,000)
76301 - IMPROVE OTHER THAN BUILDING	-	525,000	135,000	25,000	(110,000)
76501 - EQUIPMENT	-	50,000	50,000	-	(50,000)
76805 - CAPITAL OUTLAY	32,587	-	-	-	-
76806 - CAPITAL OUTLAY - CONTRA	(28,570)	-	-	-	-
76905 - DEPRECIATION EXPENSE	420,930	-	-	-	-
77906 - AM PROP CIP ADJUSTMENT	(4,017)	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	420,930	675,000	285,000	120,000	(165,000)
79115 - INTRA FUND TRANSFER OUT	818,329	943,095	-	481,569	481,569
TOTAL FOR OTHER FINANCING USES	818,329	943,095	-	481,569	481,569
TOTAL FOR 681055505 - BLOCK 19 RAMP	1,759,324	2,183,910	1,003,860	1,458,232	454,372

CITY OF SAINT PAUL
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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055510 - ROBERT STREET RAMP					
63420 - PARKING RAMP OPERATOR	437,956	450,000	649,483	655,200	5,717
64505 - GENERAL REPAIR MAINT SVC	-	10,000	40,000	10,000	(30,000)
65315 - STREET MAINT ASSESSMENT	1,825	55,000	30,000	30,000	-
68175 - PROPERTY INSURANCE SHARE	16,222	17,125	16,132	17,434	1,302
68190 - ENGINEERING SERVICES	-	15,000	15,000	-	(15,000)
TOTAL FOR SERVICES	456,003	547,125	750,615	712,634	(37,981)
76201 - BUILDINGS AND STRUCTURES	-	100,000	100,000	115,000	15,000
76301 - IMPROVE OTHER THAN BUILDING	-	425,000	125,000	25,000	(100,000)
76805 - CAPITAL OUTLAY	52,004	-	-	-	-
76806 - CAPITAL OUTLAY - CONTRA	(52,004)	-	-	-	-
76810 - LOSS ON PROP DISPOSAL	27,930	-	-	-	-
76905 - DEPRECIATION EXPENSE	291,963	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	319,893	525,000	225,000	140,000	(85,000)
79115 - INTRA FUND TRANSFER OUT	938,811	1,096,495	-	405,919	405,919
TOTAL FOR OTHER FINANCING USES	938,811	1,096,495	-	405,919	405,919
TOTAL FOR 681055510 - ROBERT STREET RAMP	1,714,707	2,168,620	975,615	1,258,553	282,938

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055520 - KELLOGG RAMP					
63420 - PARKING RAMP OPERATOR	576,082	650,000	804,483	806,400	1,917
64505 - GENERAL REPAIR MAINT SVC	15,166	35,000	45,000	15,000	(30,000)
65315 - STREET MAINT ASSESSMENT	-	17,000	17,000	17,000	-
68175 - PROPERTY INSURANCE SHARE	7,873	8,311	7,829	8,461	632
68190 - ENGINEERING SERVICES	-	15,000	15,000	-	(15,000)
TOTAL FOR SERVICES	599,121	725,311	889,312	846,861	(42,451)
76201 - BUILDINGS AND STRUCTURES	-	100,000	100,000	115,000	15,000
76301 - IMPROVE OTHER THAN BUILDING	-	450,000	175,000	90,000	(85,000)
76805 - CAPITAL OUTLAY	123,871	-	-	-	-
76806 - CAPITAL OUTLAY - CONTRA	(323,176)	-	-	-	-
76810 - LOSS ON PROP DISPOSAL	12,130	-	-	-	-
76905 - DEPRECIATION EXPENSE	295,120	-	-	-	-
77906 - AM PROP CIP ADJUSTMENT	199,306	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	307,251	550,000	275,000	205,000	(70,000)
79115 - INTRA FUND TRANSFER OUT	197,683	159,382	1,270,727	197,425	(1,073,302)
TOTAL FOR OTHER FINANCING USES	197,683	159,382	1,270,727	197,425	(1,073,302)
TOTAL FOR 681055520 - KELLOGG RAMP	1,104,055	1,434,693	2,435,039	1,249,286	(1,185,753)

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Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055525 - SMITH AVE RAMP					
63385 - SECURITY SERVICES	85,412	85,870	88,000	139,083	51,083
63420 - PARKING RAMP OPERATOR	880,305	800,000	1,074,483	1,038,925	(35,558)
64505 - GENERAL REPAIR MAINT SVC	9,791	13,000	13,000	15,000	2,000
65125 - TECHNOLOGY SERVICES	-	100	100	-	(100)
65315 - STREET MAINT ASSESSMENT	504	10,000	10,000	10,000	-
68175 - PROPERTY INSURANCE SHARE	14,913	15,743	14,830	16,027	1,197
68190 - ENGINEERING SERVICES	-	15,000	15,000	-	(15,000)
TOTAL FOR SERVICES	990,924	939,713	1,215,413	1,219,035	3,622
76201 - BUILDINGS AND STRUCTURES	-	100,000	100,000	115,000	15,000
76301 - IMPROVE OTHER THAN BUILDING	-	415,000	135,000	75,000	(60,000)
76501 - EQUIPMENT	-	20,000	20,000	-	(20,000)
76805 - CAPITAL OUTLAY	243,766	-	-	-	-
76806 - CAPITAL OUTLAY - CONTRA	(243,766)	-	-	-	-
76810 - LOSS ON PROP DISPOSAL	28,904	-	-	-	-
76905 - DEPRECIATION EXPENSE	467,391	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	496,295	535,000	255,000	190,000	(65,000)
79115 - INTRA FUND TRANSFER OUT	-	73,707	1,281,564	278,149	(1,003,415)
TOTAL FOR OTHER FINANCING USES	-	73,707	1,281,564	278,149	(1,003,415)
TOTAL FOR 681055525 - SMITH AVE RAMP	1,487,219	1,548,420	2,751,977	1,687,184	(1,064,793)

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681055530 - LOWERTOWN RAMP					
63420 - PARKING RAMP OPERATOR	613,217	600,000	674,483	730,800	56,317
64505 - GENERAL REPAIR MAINT SVC	142,108	165,000	215,000	165,000	(50,000)
65315 - STREET MAINT ASSESSMENT	8,652	20,000	20,000	20,000	-
68175 - PROPERTY INSURANCE SHARE	18,346	19,368	18,245	19,717	1,472
68190 - ENGINEERING SERVICES	-	15,000	15,000	-	(15,000)
TOTAL FOR SERVICES	782,324	819,368	942,728	935,517	(7,211)
76201 - BUILDINGS AND STRUCTURES	-	100,000	100,000	115,000	15,000
76301 - IMPROVE OTHER THAN BUILDING	-	600,000	250,000	-	(250,000)
76501 - EQUIPMENT	-	-	25,000	-	(25,000)
76805 - CAPITAL OUTLAY	111,315	-	-	-	-
76806 - CAPITAL OUTLAY - CONTRA	(284,873)	-	-	-	-
76810 - LOSS ON PROP DISPOSAL	8	-	-	-	-
76905 - DEPRECIATION EXPENSE	318,368	-	-	-	-
77906 - AM PROP CIP ADJUSTMENT	173,557	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	318,376	700,000	375,000	115,000	(260,000)
79115 - INTRA FUND TRANSFER OUT	365,119	302,967	-	419,758	419,758
TOTAL FOR OTHER FINANCING USES	365,119	302,967	-	419,758	419,758
TOTAL FOR 681055530 - LOWERTOWN RAMP	1,465,818	1,822,335	1,317,728	1,470,275	152,547

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055540 - 7A RAMP					
63420 - PARKING RAMP OPERATOR	603,747	525,000	699,483	705,600	6,117
64505 - GENERAL REPAIR MAINT SVC	15,884	15,000	15,000	15,000	-
65140 - TELEPHONE MONTHLY CHARGE	1,145	1,890	1,890	2,825	935
65315 - STREET MAINT ASSESSMENT	8,071	22,000	22,000	22,000	-
68175 - PROPERTY INSURANCE SHARE	13,071	13,799	12,999	14,048	1,049
TOTAL FOR SERVICES	641,918	577,689	751,372	759,473	8,101
76201 - BUILDINGS AND STRUCTURES	-	100,000	100,000	115,000	15,000
76301 - IMPROVE OTHER THAN BUILDING	-	475,000	225,000	40,000	(185,000)
76805 - CAPITAL OUTLAY	197,686	-	-	-	-
76806 - CAPITAL OUTLAY - CONTRA	(211,686)	-	-	-	-
76905 - DEPRECIATION EXPENSE	44,820	-	-	-	-
77906 - AM PROP CIP ADJUSTMENT	14,000	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	44,820	575,000	325,000	155,000	(170,000)
79115 - INTRA FUND TRANSFER OUT	338,908	280,866	-	-	-
TOTAL FOR OTHER FINANCING USES	338,908	280,866	-	-	-
TOTAL FOR 681055540 - 7A RAMP	1,025,646	1,433,555	1,076,372	914,473	(161,899)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055550 - FARMERS MARKET					
63420 - PARKING RAMP OPERATOR	241,526	175,000	300,000	340,200	40,200
64505 - GENERAL REPAIR MAINT SVC	21,669	10,000	5,000	-	(5,000)
TOTAL FOR SERVICES	263,195	185,000	305,000	340,200	35,200
76301 - IMPROVE OTHER THAN BUILDING	-	10,000	10,000	5,000	(5,000)
76501 - EQUIPMENT	-	20,000	20,000	-	(20,000)
76805 - CAPITAL OUTLAY	29,350	-	-	-	-
76806 - CAPITAL OUTLAY - CONTRA	(29,350)	-	-	-	-
76905 - DEPRECIATION EXPENSE	18,391	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	18,391	30,000	30,000	5,000	(25,000)
TOTAL FOR 681055550 - FARMERS MARKET	281,585	215,000	335,000	345,200	10,200

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055600 - GENERAL PARKING					
63160 - GENERAL PROFESSIONAL SERVICE	3,000	47,837	147,837	147,837	-
68105 - MANAGEMENT AND ADMIN SERVICE	500,441	620,000	620,000	550,000	(70,000)
68115 - ENTERPRISE TECHNOLOGY INITIATI	40,334	48,403	57,505	47,668	(9,837)
TOTAL FOR SERVICES	543,775	716,240	825,342	745,505	(79,837)
74310 - CITY CONTR TO OUTSIDE AGENCY G	-	37,500	37,500	37,500	-
TOTAL FOR ADDITIONAL EXPENSES	-	37,500	37,500	37,500	-
76905 - DEPRECIATION EXPENSE	32,221	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	32,221	-	-	-	-
TOTAL FOR 681055600 - GENERAL PARKING	575,996	753,740	862,842	783,005	(79,837)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055605 - FOX LOT					
63420 - PARKING RAMP OPERATOR	26,063	9,500	28,000	21,900	(6,100)
64505 - GENERAL REPAIR MAINT SVC	4,950	-	5,000	-	(5,000)
65315 - STREET MAINT ASSESSMENT	-	-	-	2,000	2,000
TOTAL FOR SERVICES	31,013	9,500	33,000	23,900	(9,100)
TOTAL FOR 681055605 - FOX LOT	31,013	9,500	33,000	23,900	(9,100)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055610 - MISSISSIPPI FLATS					
63420 - PARKING RAMP OPERATOR	12,500	20,000	58,000	27,720	(30,280)
64615 - SPACE USE CHARGE	37,106	35,000	40,000	49,500	9,500
65315 - STREET MAINT ASSESSMENT	955	1,000	1,000	1,000	-
68175 - PROPERTY INSURANCE SHARE	745	-	-	-	-
TOTAL FOR SERVICES	51,306	56,000	99,000	78,220	(20,780)
71205 - ELECTRICITY	5,657	7,000	6,000	935	(5,065)
TOTAL FOR MATERIALS AND SUPPLIES	5,657	7,000	6,000	935	(5,065)
76301 - IMPROVE OTHER THAN BUILDING	-	10,000	10,000	10,000	-
TOTAL FOR CAPITAL OUTLAY	-	10,000	10,000	10,000	-
TOTAL FOR 681055610 - MISSISSIPPI FLATS	56,963	73,000	115,000	89,155	(25,845)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055615 - 9TH ST LOT					
63420 - PARKING RAMP OPERATOR	13,596	12,000	22,000	15,360	(6,640)
65315 - STREET MAINT ASSESSMENT	-	4,485	4,485	4,485	-
TOTAL FOR SERVICES	13,596	16,485	26,485	19,845	(6,640)
76301 - IMPROVE OTHER THAN BUILDING	-	10,000	-	-	-
TOTAL FOR CAPITAL OUTLAY	-	10,000	-	-	-
TOTAL FOR 681055615 - 9TH ST LOT	13,596	26,485	26,485	19,845	(6,640)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055625 - WABASHA LOT					
63420 - PARKING RAMP OPERATOR	12,292	14,000	19,000	14,400	(4,600)
65315 - STREET MAINT ASSESSMENT	7,886	1,300	8,000	8,000	-
TOTAL FOR SERVICES	20,178	15,300	27,000	22,400	(4,600)
71205 - ELECTRICITY	69	150	150	104	(46)
TOTAL FOR MATERIALS AND SUPPLIES	69	150	150	104	(46)
TOTAL FOR 681055625 - WABASHA LOT	20,247	15,450	27,150	22,504	(4,646)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055635 - WEST SIDE FLATS LOT					
63420 - PARKING RAMP OPERATOR	8,752	8,000	20,000	16,380	(3,620)
65315 - STREET MAINT ASSESSMENT	3,742	2,000	4,000	4,000	-
TOTAL FOR SERVICES	12,494	10,000	24,000	20,380	(3,620)
76301 - IMPROVE OTHER THAN BUILDING	-	5,000	5,000	5,000	-
TOTAL FOR CAPITAL OUTLAY	-	5,000	5,000	5,000	-
TOTAL FOR 681055635 - WEST SIDE FLATS LOT	12,494	15,000	29,000	25,380	(3,620)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681055705 - LAWSON RETAIL CENTER					
63160 - GENERAL PROFESSIONAL SERVICE	8,882	-	-	-	-
63420 - PARKING RAMP OPERATOR	71,806	80,950	80,950	83,000	2,050
TOTAL FOR SERVICES	80,688	80,950	80,950	83,000	2,050
76301 - IMPROVE OTHER THAN BUILDING	-	100,000	100,000	100,000	-
76805 - CAPITAL OUTLAY	33,242	-	-	-	-
76806 - CAPITAL OUTLAY - CONTRA	(33,242)	-	-	-	-
76810 - LOSS ON PROP DISPOSAL	10,707	-	-	-	-
76905 - DEPRECIATION EXPENSE	64,787	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	75,494	100,000	100,000	100,000	-
TOTAL FOR 681055705 - LAWSON RETAIL CENTER	156,182	180,950	180,950	183,000	2,050

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
6810942018C - 2018C BLK 39 GO RFD TIF 213					
68180 - INVESTMENT SERVICE	5,238	4,300	5,300	4,000	(1,300)
TOTAL FOR SERVICES	5,238	4,300	5,300	4,000	(1,300)
78005 - PRINCIPAL ON GO BONDS	1,600,000	1,680,000	1,765,000	1,130,000	(635,000)
78605 - INTEREST ON GO BONDS	49,789	199,100	112,975	51,900	(61,075)
TOTAL FOR DEBT SERVICE	1,649,789	1,879,100	1,877,975	1,181,900	(696,075)
TOTAL FOR 6810942018C - 2018C BLK 39 GO RFD TIF 213	1,655,028	1,883,400	1,883,275	1,185,900	(697,375)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
6810952017A - 2017A PARKING REFUND REV BONDS					
68180 - INVESTMENT SERVICE	2,604	3,000	3,000	-	(3,000)
TOTAL FOR SERVICES	2,604	3,000	3,000	-	(3,000)
78105 - PRINCIPAL ON REVENUE BONDS	1,355,000	1,425,000	1,495,000	-	(1,495,000)
78705 - INTEREST ON REVENUE BONDS	756,619	752,894	681,644	-	(681,644)
TOTAL FOR DEBT SERVICE	2,111,619	2,177,894	2,176,644	-	(2,176,644)
79205 - TRANSFER TO GENERAL FUND	3,000,000	3,000,000	3,000,000	-	(3,000,000)
TOTAL FOR OTHER FINANCING USES	3,000,000	3,000,000	3,000,000	-	(3,000,000)
TOTAL FOR 6810952017A - 2017A PARKING REFUND REV BONDS	5,114,223	5,180,894	5,179,644	-	(5,179,644)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
6810952025A - 2025A PARKING REFUND REV BONDS					
68180 - INVESTMENT SERVICE	-	-	-	3,000	3,000
TOTAL FOR SERVICES	-	-	-	3,000	3,000
78105 - PRINCIPAL ON REVENUE BONDS	-	-	-	115,000	115,000
78705 - INTEREST ON REVENUE BONDS	-	-	-	745,625	745,625
TOTAL FOR DEBT SERVICE	-	-	-	860,625	860,625
79205 - TRANSFER TO GENERAL FUND	-	-	-	3,000,000	3,000,000
TOTAL FOR OTHER FINANCING USES	-	-	-	3,000,000	3,000,000
TOTAL FOR 6810952025A - 2025A PARKING REFUND REV BONDS	-	-	-	3,863,625	3,863,625

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
6810952025B - 2025B PARKING REFUND REV BONDS					
68180 - INVESTMENT SERVICE	-	-	-	1,500	1,500
TOTAL FOR SERVICES	-	-	-	1,500	1,500
78105 - PRINCIPAL ON REVENUE BONDS	-	-	-	380,000	380,000
78705 - INTEREST ON REVENUE BONDS	-	-	-	72,389	72,389
TOTAL FOR DEBT SERVICE	-	-	-	452,389	452,389
TOTAL FOR 6810952025B - 2025B PARKING REFUND REV BONDS	-	-	-	453,889	453,889
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	18,544,023	22,589,834	21,137,756	17,684,243	(3,453,513)
TOTAL FOR HRA PARKING	18,544,023	22,589,834	21,137,756	17,684,243	(3,453,513)
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	18,544,023	22,589,834	21,137,756	17,684,243	(3,453,513)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA WORLD TRADE CENTER PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681155415 - WORLD TRADE CTR PARKING RAMP					
50305 - PARKING REVENUES	2,409,211	2,500,000	2,649,000	2,580,172	(68,828)
TOTAL FOR CHARGES FOR SERVICES	2,409,211	2,500,000	2,649,000	2,580,172	(68,828)
59910 - USE OF FUND EQUITY	-	1,039,199	279,249	524,264	245,015
TOTAL FOR OTHER FINANCING SOURCES	-	1,039,199	279,249	524,264	245,015
TOTAL FOR 681155415 - WORLD TRADE CTR PARKING RAMP	2,409,211	3,539,199	2,928,249	3,104,436	176,187
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	2,409,211	3,539,199	2,928,249	3,104,436	176,187
TOTAL FOR HRA WORLD TRADE CENTER PARKING	2,409,211	3,539,199	2,928,249	3,104,436	176,187
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	2,409,211	3,539,199	2,928,249	3,104,436	176,187

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA WORLD TRADE CENTER PARKING
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
681155415 - WORLD TRADE CTR PARKING RAMP					
63420 - PARKING RAMP OPERATOR	1,024,927	1,200,000	1,363,483	1,163,400	(200,083)
65315 - STREET MAINT ASSESSMENT	2,931	10,000	10,000	10,000	-
68175 - PROPERTY INSURANCE SHARE	23,719	25,039	23,588	25,491	1,903
68190 - ENGINEERING SERVICES	-	15,000	15,000	-	(15,000)
TOTAL FOR SERVICES	1,051,576	1,250,039	1,412,071	1,198,891	(213,180)
76201 - BUILDINGS AND STRUCTURES	-	100,000	100,000	113,000	13,000
76301 - IMPROVE OTHER THAN BUILDING	-	550,000	650,000	-	(650,000)
76805 - CAPITAL OUTLAY	14,594	-	-	-	-
76905 - DEPRECIATION EXPENSE	400,698	-	-	-	-
77906 - AM PROP CIP ADJUSTMENT	(14,594)	-	-	-	-
TOTAL FOR CAPITAL OUTLAY	400,698	650,000	750,000	113,000	(637,000)
79220 - TRANSFER TO CAPITAL PROJ FUND	873,818	1,571,038	562,169	1,642,224	1,080,055
79225 - TRANSFER TO ENTERPRISE FUND	51,938	68,122	104,009	150,321	46,312
79230 - TRANSFER TO INTERNAL SERV FUND	-	-	100,000	-	(100,000)
TOTAL FOR OTHER FINANCING USES	925,756	1,639,160	766,178	1,792,545	1,026,367
TOTAL FOR 681155415 - WORLD TRADE CTR PARKING RAMP	2,378,029	3,539,199	2,928,249	3,104,436	176,187
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	2,378,029	3,539,199	2,928,249	3,104,436	176,187
TOTAL FOR HRA WORLD TRADE CENTER PARKING	2,378,029	3,539,199	2,928,249	3,104,436	176,187
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	2,378,029	3,539,199	2,928,249	3,104,436	176,187

**HRA LOAN ENTERPRISE FUND 6820
FINANCING SUMMARY**

	2023 Actual*	2024 Adopted	2025 Adopted	2026 Proposed
REVENUE				
Charges for Services and Miscellaneous Fees	282,574	10,000	10,000	100,000
Grants and Contributions	-	515,000	515,000	515,000
Land Sales	-	-	-	-
Intrafund Transfers In	-	35,000	35,000	35,000
Transfers In	-	-	-	-
Advance and Loan Repayments	52,460	338,731	350,625	1,738,712
Interest on Advances and Loans	67,563	49,076	50,092	17,705
Investment Earnings	191,822	15,000	100,000	100,000
TOTAL REVENUE	<u>594,419</u>	<u>962,807</u>	<u>1,060,717</u>	<u>2,506,417</u>
Use of/(Contribution to) Fund Balance	4,233,137	5,446,712	2,082,815	1,999,033
TOTAL REVENUE AND USE OF/(CONTRIBUTION TO) FUND EQUITY	<u><u>4,827,556</u></u>	<u><u>6,409,519</u></u>	<u><u>3,143,532</u></u>	<u><u>4,505,450</u></u>

* Actuals reflect budgetary basis and do not reflect all year-end accounting adjustments for financial statement reporting.

HRA LOAN ENTERPRISE FUND 6820 SPENDING SUMMARY										
Infor Accounting Unit	Infor Project	Description	2023 Actual*	2024 Adopted Budget	2024 to 2025 Carry Forward	2025 New Budget	2025 Adopted Budget	2025 to 2026 Carry Forward	2026 New Budget	2026 Proposed
ADMINISTRATIVE SERVICES										
682055105	55682010002	Enterprise Technology Initiative (ETI) (City of Saint Paul technology)	6,622	5,990	-	5,457	5,457	-	5,308	5,308
682055105	55682010002	Investment services (Office of Financial Services)	30,666	6,314	-	30,000	30,000	-	15,000	15,000
682055105	55682010002	Transfer to HRA General Fund	-	-	-	-	-	-	-	-
682055105	55682010002	Full Stack Program	314,344	400,000	55,000	300,000	355,000	50,000	300,000	350,000
682055105	55682010002	PED Data Management Assessment/Systems	-	496,800	462,800	-	462,800	438,810	-	438,810
682055105	55682010002	Rice/Larpenteur Gateway	75,000	75,000	-	75,000	75,000	-	-	-
682055105	55682010002	Economic Development Strategy	-	-	-	200,000	200,000	-	-	-
682055105	55682010002	Technical Assistance Program	42,135	27,658	-	-	-	-	-	-
682055105	55682010002	Transfer to Parks General Fund for Right Track (HRA General Fund also transfers \$66,437)	125,000	125,000	-	125,000	125,000	-	125,000	125,000
682055105	55682010002	Transfer to General Fund for Expanding Pedestrian and Bicycle Safety Investments	-	-	-	-	-	-	-	-
682055105	55682010002	Transfer to General Fund for Graffiti/Plywood Abatement	-	-	-	-	-	-	-	-
TOTAL ADMINISTRATIVE SERVICES			593,767	1,136,762	517,800	735,457	1,253,257	488,810	445,308	934,118
HOME PURCHASE/REHAB AND FORECLOSURE COUNSELING										
682055205	55682011002	Minnesota Homeowner Loan Program	-	550,000	-	550,000	550,000	-	-	550,000
682055205	55682045000	Ramsey County and Expanded Rehab Program and Homeowner Assistance & PED Admin.	-	-	-	-	-	-	-	-
TOTAL HOME PURCHASE/REHAB AND FORECLOSURE COUNSELING			-	550,000	-	550,000	550,000	-	-	550,000

HRA LOAN ENTERPRISE FUND 6820 SPENDING SUMMARY										
Infor Accounting Unit	Infor Project	Description	2023 Actual*	2024 Adopted Budget	2024 to 2025 Carry Forward	2025 New Budget	2025 Adopted Budget	2025 to 2026 Carry Forward	2026 New Budget	2026 Proposed
ECONOMIC DEVELOPMENT PROGRAMS										
682055305	55682012001	Business Assistance - Beg. In 2024, budget combined with Strategic Investment Fund (SIF)	181,000	681,000	346,200	-	346,200	231,200	500,000	731,200
682055305	55682012001	COVID-19 Programming including Bridge Fund Round 2 & 3	-	-	-	-	-	-	-	-
682055305	55682012001	Civil Unrest	-	1,000,000	-	-	-	-	-	-
682055305	55682012002	Marketing	-	30,000	-	30,000	30,000	-	-	-
682055305	55682012003	Predevelopment	6,930	138,818	138,818	-	138,818	-	-	-
682055305	55682012003	Ford Site Predevelopment	-	10,175	10,175	-	10,175	-	-	-
TOTAL ECONOMIC DEVELOPMENT PROGRAMS			187,930	1,859,993	495,193	30,000	525,193	231,200	500,000	731,200
LOAN SERVICES										
682055315	multiple	Loan Processing and Servicing	4,827	15,000	-	30,000	30,000	-	30,000	30,000
682055315	55682045001	Minnesota Home Ownership Center	75,000	75,000	-	75,000	75,000	-	75,000	75,000
682055315	55682045002	Loan Workouts (expenses incurred to collect past due loans)	-	5,000	-	5,000	5,000	-	5,000	5,000
682055315	55682045003	MHFA Fix Up Program Purchase Discounts (reduces loan rate from 4% to 3% for eligible borrowers)	-	35,000	-	35,000	35,000	-	35,000	35,000
682055315	55682045004	Loan Servicing licenses and permits	-	500	-	500	500	-	500	500
682055315	55682045000	Loan Servicing general professional services	1,000	29,500	-	14,500	14,500	-	14,500	14,500
TOTAL LOAN SERVICES			80,827	160,000	-	160,000	160,000	-	160,000	160,000
HRA LOANS AND SPECIAL PROJECTS										
682055325	55682040003	Snelling University Soccer Stadium Site	-	-	-	-	-	-	-	-
682055325	55682040003	Victoria Theatre (\$150,000 from Lofts sales proceeds)	-	412,000	-	-	-	-	-	-
682055325	55682040011	Saint Paul Foundation housing grant program loan	122,345	139,624	-	139,625	139,625	-	1,603,974	1,603,974
682055325		Repayment of Parking Enterprise Fund advance from Saint's loan payoff	564,743	-	-	-	-	-	-	-
682055325	55682040011	Inspiring Communities Program	-	105,132	-	-	-	-	-	-
682055325	55682040011	Transfer to Housing Trust Fund	600,000	600,000	-	-	-	-	-	-
682055325	55682040012	Rental Rehab/Housing Rehab Loan Program	47,064	558,831	-	-	-	-	-	-
682055325	55682040013	Job Opportunity Fund	20,000	-	-	-	-	-	-	-
682055325		Emerging Business Technical Assistance	-	200,000	-	-	-	-	-	-
682055325		Emerging Developer Growth Program	-	171,720	-	-	-	-	-	-
TOTAL HRA LOANS AND SPECIAL PROJECTS			1,354,152	2,187,307	-	139,625	139,625	-	1,603,974	1,603,974
HOME PROG INC HUD RENTAL REHAB										
682055330	55682040009	HUD Home Affordable Housing	394,204	515,457	515,457	-	515,457	515,457	10,701	526,158
TOTAL	TOTAL		4,827,556	6,409,519	1,528,450	1,615,082	3,143,532	1,235,467	2,719,983	4,505,450
*Actuals reflect budgetary basis and do not reflect all year-end accounting adjustments for financial statement reporting (examples include bad debt expense).										

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055105 - ADMINISTRATIVE SERVICES					
54505 - INTEREST INTERNAL POOL	148,508	15,000	100,000	100,000	-
TOTAL FOR INVESTMENT EARNINGS	148,508	15,000	100,000	100,000	-
59910 - USE OF FUND EQUITY	-	5,446,712	2,082,815	1,999,033	(83,782)
TOTAL FOR OTHER FINANCING SOURCES	-	5,446,712	2,082,815	1,999,033	(83,782)
TOTAL FOR 682055105 - ADMINISTRATIVE SERVICES	148,508	5,461,712	2,182,815	2,099,033	(83,782)

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055205 - HOME PURCH REHAB FORECLOS PREV					
43401 - STATE GRANTS	-	515,000	515,000	-	(515,000)
43440 - MN HOUSING FINANCE AGENCY	-	-	-	515,000	515,000
TOTAL FOR INTERGOVERNMENTAL REVENUE	-	515,000	515,000	515,000	-
56115 - INTRA FUND IN TRANSFER	-	35,000	35,000	35,000	-
TOTAL FOR OTHER FINANCING SOURCES	-	35,000	35,000	35,000	-
TOTAL FOR 682055205 - HOME PURCH REHAB FORECLOS PREV	-	550,000	550,000	550,000	-

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055305 - ECON DEVELOPMENT PROG					
44590 - MISCELLANEOUS SERVICES	215,523	-	-	90,000	90,000
TOTAL FOR CHARGES FOR SERVICES	215,523	-	-	90,000	90,000
54620 - INTEREST ON LOAN	709	-	-	-	-
TOTAL FOR INVESTMENT EARNINGS	709	-	-	-	-
55520 - OTHER AGENCY SHARE OF COST	1,673	-	-	-	-
TOTAL FOR MISCELLANEOUS REVENUE	1,673	-	-	-	-
TOTAL FOR 682055305 - ECON DEVELOPMENT PROG	217,905	-	-	90,000	90,000

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055315 - LOAN SERVICES					
50105 - HRA LOAN FEE	405	-	-	-	-
50125 - APPLICATION FEE	50,227	10,000	10,000	10,000	-
TOTAL FOR CHARGES FOR SERVICES	50,632	10,000	10,000	10,000	-
54810 - INTEREST NON POOL	43,314	-	-	-	-
TOTAL FOR INVESTMENT EARNINGS	43,314	-	-	-	-
TOTAL FOR 682055315 - LOAN SERVICES	93,946	10,000	10,000	10,000	-

CITY OF SAINT PAUL
Financing by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055325 - HRA LOANS					
47510 - SPACE RENTAL	14,500	-	-	-	-
50110 - COLLECTION FEE	246	-	-	-	-
50205 - REPAYMENT OF LOAN	-	180,172	309,150	1,738,712	1,429,562
TOTAL FOR CHARGES FOR SERVICES	14,746	180,172	309,150	1,738,712	1,429,562
54620 - INTEREST ON LOAN	49,314	37,635	48,433	17,705	(30,728)
54710 - INTEREST ON ADVANCE	17,540	11,441	1,659	-	(1,659)
TOTAL FOR INVESTMENT EARNINGS	66,854	49,076	50,092	17,705	(32,387)
57605 - REPAYMENT OF ADVANCE	52,460	158,559	41,475	-	(41,475)
TOTAL FOR OTHER FINANCING SOURCES	52,460	158,559	41,475	-	(41,475)
TOTAL FOR 682055325 - HRA LOANS	134,060	387,807	400,717	1,756,417	1,355,700
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	594,420	6,409,519	3,143,532	4,505,450	1,361,918
TOTAL FOR HRA LOAN ENTERPRISE	594,420	6,409,519	3,143,532	4,505,450	1,361,918
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	594,420	6,409,519	3,143,532	4,505,450	1,361,918

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055105 - ADMINISTRATIVE SERVICES					
63160 - GENERAL PROFESSIONAL SERVICE	431,479	999,458	1,092,800	788,810	(303,990)
68115 - ENTERPRISE TECHNOLOGY INITIATI	6,622	5,990	5,457	5,308	(149)
68180 - INVESTMENT SERVICE	30,666	6,314	30,000	15,000	(15,000)
TOTAL FOR SERVICES	468,767	1,011,762	1,128,257	809,118	(319,139)
79205 - TRANSFER TO GENERAL FUND	125,000	125,000	125,000	125,000	-
TOTAL FOR OTHER FINANCING USES	125,000	125,000	125,000	125,000	-
TOTAL FOR 682055105 - ADMINISTRATIVE SERVICES	593,767	1,136,762	1,253,257	934,118	(319,139)

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055205 - HOME PURCH REHAB FORECLOS PREV					
73105 - REHAB LOAN	-	550,000	550,000	550,000	-
TOTAL FOR PROGRAM EXPENSE	-	550,000	550,000	550,000	-
TOTAL FOR 682055205 - HOME PURCH REHAB FORECLOS PREV	-	550,000	550,000	550,000	-

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055305 - ECON DEVELOPMENT PROG					
63160 - GENERAL PROFESSIONAL SERVICE	6,930	148,993	148,993	-	(148,993)
67340 - PUBLICATION AND ADVERTISING	-	30,000	30,000	-	(30,000)
TOTAL FOR SERVICES	6,930	178,993	178,993	-	(178,993)
73220 - PMT TO SUBCONTRACTOR GRANT	181,000	1,681,000	346,200	731,200	385,000
TOTAL FOR PROGRAM EXPENSE	181,000	1,681,000	346,200	731,200	385,000
TOTAL FOR 682055305 - ECON DEVELOPMENT PROG	187,930	1,859,993	525,193	731,200	206,007

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055315 - LOAN SERVICES					
63160 - GENERAL PROFESSIONAL SERVICE	-	29,500	14,500	14,500	-
63405 - PROCESS FILING RECORDING FEE	-	-	15,000	15,000	-
67155 - CIVIL LITIGATION COST	-	5,000	5,000	5,000	-
69505 - LICENSE AND PERMIT	-	500	500	500	-
TOTAL FOR SERVICES	-	35,000	35,000	35,000	-
73115 - LOAN AND GRANT SERVICE FEE	4,827	15,000	15,000	15,000	-
73220 - PMT TO SUBCONTRACTOR GRANT	76,000	75,000	75,000	75,000	-
TOTAL FOR PROGRAM EXPENSE	80,827	90,000	90,000	90,000	-
79115 - INTRA FUND TRANSFER OUT	-	35,000	35,000	35,000	-
TOTAL FOR OTHER FINANCING USES	-	35,000	35,000	35,000	-
TOTAL FOR 682055315 - LOAN SERVICES	80,827	160,000	160,000	160,000	-

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055325 - HRA LOANS					
73220 - PMT TO SUBCONTRACTOR GRANT	67,064	1,447,683	-	-	-
TOTAL FOR PROGRAM EXPENSE	67,064	1,447,683	-	-	-
78205 - PRINCIPAL ON NOTES	102,884	121,331	122,435	1,589,185	1,466,750
78350 - REPAYMENT OF ADVANCE	564,744	-	-	-	-
78805 - INTEREST ON NOTES	19,461	18,293	17,190	14,789	(2,401)
TOTAL FOR DEBT SERVICE	687,088	139,624	139,625	1,603,974	1,464,349
79220 - TRANSFER TO CAPITAL PROJ FUND	600,000	600,000	-	-	-
TOTAL FOR OTHER FINANCING USES	600,000	600,000	-	-	-
TOTAL FOR 682055325 - HRA LOANS	1,354,152	2,187,307	139,625	1,603,974	1,464,349

CITY OF SAINT PAUL
Spending by Company, Accounting Unit and Account

Company: HOUSING REDEVELOPMENT AUTHORITY
Fund: HRA LOAN ENTERPRISE
Department: HOUSING REDEVELOPMENT AUTHORITY

Budget Year: 2026

Account - Account Description	FY 2023 Actuals	FY 2024 Adopted Budget	FY 2025 Adopted Budget	FY 2026 Proposed Budget	Change From Prior Year
682055330 - HOME PROG INC HUD RENTAL REHAB					
73220 - PMT TO SUBCONTRACTOR GRANT	-	515,457	515,457	526,158	10,701
TOTAL FOR PROGRAM EXPENSE	-	515,457	515,457	526,158	10,701
79220 - TRANSFER TO CAPITAL PROJ FUND	394,204	-	-	-	-
TOTAL FOR OTHER FINANCING USES	394,204	-	-	-	-
TOTAL FOR 682055330 - HOME PROG INC HUD RENTAL REHAB	394,204	515,457	515,457	526,158	10,701
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	2,610,880	6,409,519	3,143,532	4,505,450	1,361,918
TOTAL FOR HRA LOAN ENTERPRISE	2,610,880	6,409,519	3,143,532	4,505,450	1,361,918
TOTAL FOR HOUSING REDEVELOPMENT AUTHORITY	2,610,880	6,409,519	3,143,532	4,505,450	1,361,918

HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF SAINT PAUL

SUMMARY OF FINANCING SOURCES - 2026 PROPOSED BUDGET

Account	Account Name	HRA General Fund	HRA Palace Theatre Special Revenue Fund	HRA Debt Service Fund	HRA Development Capital Projects Fund	HRA Parking Enterprise Fund	HRA World Trade Center Parking Fund	HRA Loan Enterprise Fund	Grand Total
40005	CURRENT PROPERTY TAX	6,504,137	-	-	-	-	-	-	6,504,137
40105	CURRENT TAX INCREMENT	-	-	4,010,763	-	1,170,900	-	-	5,181,663
43440	MN HOUSING FINANCE AGENCY	-	-	-	-	-	-	515,000	515,000
43630	CITY SHARE STATE COURT FINES	-	-	-	-	1,325,000	-	-	1,325,000
44160	ELEC CHARGING STATIONS	-	-	-	-	2,018	-	-	2,018
44505	ADMINISTRATION EXTERNAL	217,380	-	-	-	-	-	-	217,380
44590	MISCELLANEOUS SERVICES	-	-	-	-	-	-	90,000	90,000
47115	PARKING METER COLLECTION	-	-	-	-	1,675,000	-	-	1,675,000
48310	COMMERCIAL SPACE RENT	-	-	-	-	151,767	-	-	151,767
50125	APPLICATION FEE	30,000	-	-	-	-	-	10,000	40,000
50205	REPAYMENT OF LOAN	-	-	-	-	-	-	1,738,712	1,738,712
50305	PARKING REVENUES	-	-	-	-	10,809,426	2,580,172	-	13,389,598
51240	SERVICES TO HRA	2,483,129	-	-	-	-	-	-	2,483,129
54505	INTEREST INTERNAL POOL	100,000	-	34,600	-	45,000	-	100,000	279,600
54620	INTEREST ON LOAN	-	-	-	-	-	-	17,705	17,705
54810	INTEREST NON POOL	-	-	56,620	-	-	-	-	56,620
55915	OTHER MISC REVENUE	29,841	-	-	-	-	-	-	29,841
56115	INTRA FUND IN TRANSFER	-	-	-	-	1,920,198	-	35,000	1,955,198
56225	TRANSFER FR SPECIAL REVENUE FU	-	-	-	247,221	-	-	-	247,221
56240	TRANSFER FR ENTERPRISE FUND	-	-	-	-	150,321	-	-	150,321
57605	REPAYMENT OF ADVANCE	40,000	-	-	-	-	-	-	40,000
59910	USE OF FUND EQUITY	4,796,397	-	-	3,383,602	1,730,648	524,264	1,999,033	12,433,944
59950	CONTR TO FUND EQUITY	-	-	(73,884)	-	(1,296,035)	-	-	(1,369,919)
Total All Financing Sources		14,200,884	-	4,028,099	3,630,823	17,684,243	3,104,436	4,505,450	47,153,935

HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF SAINT PAUL

SUMMARY OF SPENDING BY ACCOUNT - 2026 PROPOSED BUDGET

Account	Account Name	HRA General Fund	HRA Palace Theatre Special Revenue Fund	HRA Debt Service Fund	HRA Development Capital Projects Fund	HRA Parking Enterprise Fund	HRA World Trade Center Parking Fund	HRA Loan Enterprise Fund	Grand Total
63105	ACCOUNTING AND AUDITING	100,000	-	-	-	-	-	-	100,000
63120	ATTORNEYS	12,500	-	-	-	-	-	-	12,500
63160	GENERAL PROFESSIONAL SERVICE	381,000	-	-	-	147,837	-	803,310	1,332,147
63385	SECURITY SERVICES	-	-	-	-	139,083	-	-	139,083
63405	PROCESS FILING RECORDING FEE	1,000	-	-	-	-	-	15,000	16,000
63420	PARKING RAMP OPERATOR	-	-	-	-	6,753,285	1,163,400	-	7,916,685
63615	BANK SERVICES	-	-	6,450	-	-	-	-	6,450
64505	GENERAL REPAIR MAINT SVC	-	-	-	-	248,000	-	-	248,000
64615	SPACE USE CHARGE	-	-	-	-	49,500	-	-	49,500
65140	TELEPHONE MONTHLY CHARGE	-	-	-	-	2,825	-	-	2,825
65305	OTHER ASSESSMENT	50,000	-	-	-	-	-	-	50,000
65315	STREET MAINT ASSESSMENT	-	-	-	-	153,485	10,000	-	163,485
67155	CIVIL LITIGATION COST	-	-	-	-	-	-	5,000	5,000
67340	PUBLICATION AND ADVERTISING	5,000	-	-	-	-	-	-	5,000
67525	MEMBERSHIP DUES	500	-	-	-	-	-	-	500
68105	MANAGEMENT AND ADMIN SERVICE	8,101,079	-	-	-	550,000	-	-	8,651,079
68115	ENTERPRISE TECHNOLOGY INITIATI	35,448	-	-	-	47,668	-	5,308	88,424
68140	CITY ATTORNEY SERVICE	694,433	-	-	-	-	-	-	694,433
68175	PROPERTY INSURANCE SHARE	10,291	-	-	-	125,409	25,491	-	161,191
68180	INVESTMENT SERVICE	20,000	-	3,800	-	8,500	-	15,000	47,300
69505	LICENSE AND PERMIT	-	-	-	-	-	-	500	500
71205	ELECTRICITY	-	-	-	-	1,039	-	-	1,039
73105	REHAB LOAN	-	-	-	-	-	-	550,000	550,000
73115	LOAN AND GRANT SERVICE FEE	-	-	-	-	-	-	15,000	15,000
73220	PMT TO SUBCONTRACTOR GRANT	-	-	-	3,084,403	-	-	1,332,358	4,416,761
73415	ACQUISITION TITLE SERVICE	1,000	-	-	-	-	-	-	1,000
73535	MAINTENANCE LABOR CONTRACT	575,000	-	-	-	-	-	-	575,000
73540	MISC DISPOSITION COSTS	10,000	-	-	-	-	-	-	10,000
74310	CITY CONTR TO OUTSIDE AGENCY G	-	-	-	-	537,500	-	-	537,500
76201	BUILDINGS AND STRUCTURES	-	-	-	-	785,000	113,000	-	898,000
76301	IMPROVE OTHER THAN BUILDING	-	-	-	-	375,000	-	-	375,000

HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF SAINT PAUL

SUMMARY OF SPENDING BY ACCOUNT - 2026 PROPOSED BUDGET

Account	Account Name	HRA General Fund	HRA Palace Theatre Special Revenue Fund	HRA Debt Service Fund	HRA Development Capital Projects Fund	HRA Parking Enterprise Fund	HRA World Trade Center Parking Fund	HRA Loan Enterprise Fund	Grand Total
78005	PRINCIPAL ON GO BONDS	-	-	-	-	1,130,000	-	-	1,130,000
78105	PRINCIPAL ON REVENUE BONDS	-	-	3,523,940	-	495,000	-	-	4,018,940
78205	PRINCIPAL ON NOTES	-	-	-	-	-	-	1,589,185	1,589,185
78380	ADVANCE TO OTHER FUND	125,000	-	-	-	-	-	-	125,000
78605	INTEREST ON GO BONDS	-	-	-	-	51,900	-	-	51,900
78705	INTEREST ON REVENUE BONDS	-	-	345,871	-	818,014	-	-	1,163,885
78805	INTEREST ON NOTES	-	-	-	-	-	-	14,789	14,789
78860	INTEREST ADV FROM OTHER FUND	-	-	-	247,221	-	-	-	247,221
79115	INTRA FUND TRANSFER OUT	-	-	-	-	1,920,198	-	35,000	1,955,198
79205	TRANSFER TO GENERAL FUND	892,444	-	-	156,991	3,345,000	-	125,000	4,519,435
79220	TRANSFER TO CAPITAL PROJ FUND	247,221	-	148,038	-	-	1,642,224	-	2,037,483
79225	TRANSFER TO ENTERPRISE FUND	-	-	-	-	-	150,321	-	150,321
79230	TRANSFER TO INTERNAL SERV FUND	2,938,968	-	-	142,208	-	-	-	3,081,176
Total All Spending		14,200,884	-	4,028,099	3,630,823	17,684,243	3,104,436	4,505,450	47,153,935

HRA PROPERTY TAX LEVIES AND PROPERTY VALUES

Prepared on July 2, 2025

LEVY - PAYABLE	2021	2022	2023	2024	2025 Adopted	2026	Percent Change 2026 from 2025
Total Estimated Market Value (Real and Personal Property)	\$ 27,447,085,700	\$ 29,739,262,300	\$ 30,630,467,500	\$ 34,025,371,100	\$ 35,875,153,300	\$ 35,875,002,000	0.00%
State Law Maximum Levy Rate (% of Taxable Market Value)	0.0185%	0.0185%	0.0185%	0.0185%	0.0185%	0.0185%	
Maximum Tax Levy per State Law	\$ 5,077,711	\$ 5,501,764	\$ 5,666,636	\$ 6,294,694	\$ 6,636,903	\$ 6,636,875	0.00%
Actual Tax Levy Certified	\$ 4,547,359	\$ 5,157,150	\$ 5,657,150	\$ 6,294,694	\$ 6,636,903	\$ 6,636,875	0.00%
Actual Levy under Maximum	\$ 530,352	\$ 344,614	\$ 9,486	\$ (0)	\$ 0	\$ 0	
% of Actual Levy to Maximum	89.56%	93.74%	99.83%	100.00%	100.00%	100.00%	

Market Value data provided by Ramsey County
The levy is based on prior year's total estimated market value but is applied to current year's net tax capacity.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES 25-1489

File ID: RES 25-1489

Type: Resolution

Status: Agenda Ready

Version: 1

**Contact
Number:**

In Control: City Council

File Created: 09/16/2025

File Name:

Final Action:

Title: Approving a 2026 maximum property tax levy for the City.

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments:

Financials Included?:

Contact Name:

Hearing Date:

Entered by: mary.guerra@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES 25-1489

Approving a 2026 maximum property tax levy for the City.

WHEREAS, in accordance with Section 10 of the City Charter, Mayor Carter presented to the City Council on August 29, 2025 the Mayor's proposed budget; and in accordance with City ordinance, Mayor Carter presented to the City Council on August 29, 2025 the Library Agency's proposed budget with the combined Mayor's proposed budget and the Library Agency's proposed budget totaling \$886,919,155 for operations and \$151,744,319 for capital improvements; and

WHEREAS, the Mayor did recommend, as part of the comprehensive 2026 financing plan for the City of Saint Paul, that the net property tax levy payable in 2026 be \$232,501,130 as detailed below:

Mayor's Recommended Tax Levy:

City Levy for City Operations	180,273,258
City Levy for Debt Service	26,240,681
City Levy for Library Agency	<u>23,085,491</u>
Total Recommended:	229,599,430

Levy for Port Authority	<u>2,901,700</u>
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Net Levy	232,501,130
Levy for Port Authority	<u>(2,901,700)</u>
Net Levy for City Government	229,599,430

NOW, THEREFORE, BE IT RESOLVED, that in accordance with Minnesota Statutes, Section 275.065 Subdivision 1, the City Council, after considering the Mayor's recommendations, but absent public hearings on the Mayor's budget proposal, does hereby accept the budgets for fiscal year 2026, as proposed by the Mayor, as constituting the proposed budgets for the City of Saint Paul and the Saint Paul Library Agency; and be it

FURTHER RESOLVED, that in accordance with the same referenced statute, the City Council, as a taxing authority, and after considering the Mayor's recommendation for property tax levies, including the requests of the Port Authority and the Library Agency, does hereby certify to the Ramsey County Auditor that the proposed maximum tax levy for the City of Saint Paul for taxes payable in 2026 (for use in calculating the Truth-In-Taxation notices to be mailed in November of 2025) as:

Net Levy (City Operations, City Debt, Port Authority, and Library Agency): \$232,501,130



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: Ord 25-49

File ID: Ord 25-49

Type: Ordinance

Status: Final Adoption

Version: 1

Contact 651-266-6476
Number:

In Control: City Council

File Created: 08/20/2025

File Name: City Council Communication Lead Ordinance

Final Action:

Title: Establishing the classification titled City Council Communications Lead in the unclassified service pursuant to Section 12.03.2(H) of the City Charter (must be approved by Civil Service Commission after adoption by City Council and prior to Mayor signature).

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments: Communications Lead

Financials Included?:

Contact Name: Nastassia Leigh

Hearing Date:

Entered by: Trisha.Freiberger@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	09/10/2025	Laid Over to Second Reading Action Text: Laid over to September 17, 2025 for Second Reading Notes: Jay Willms, City Council Director, gave a staff report.	City Council	09/17/2025		
1	City Council	09/17/2025	Laid Over to Final Adoption Action Text: Laid over to September 24, 2025 for Final Adoption Notes: Councilmember Bowie moved to close the public hearing. Yea: 7 Councilmember Noecker, Councilmember Yang, Councilmember Kim, Councilmember Bowie, Councilmember Jost, Councilmember Johnson, and Councilmember Coleman Nay: 0	City Council	09/24/2025		Pass

Text of Legislative File Ord 25-49

Establishing the classification titled City Council Communications Lead in the unclassified service pursuant to Section 12.03.2(H) of the City Charter (must be approved by Civil Service Commission after adoption by City Council and prior to Mayor signature).

THE COUNCIL OF THE CITY OF SAINT PAUL DOES ORDAIN:

SECTION 1. That it is appropriate and desirable to place the position titled City Council

Communications Lead in the unclassified service.

SECTION 2. That pursuant to Section 12.03.2 (H) of the City Charter, such positions shall be established in the unclassified service of the City of Saint Paul by ordinance with the consent of the Civil Service Commission.

SECTION 3. That appointment to City Council Communications Lead shall be made by the City Council of the City of Saint Paul and incumbents shall serve at the will and pleasure of the City Council.

SECTION 4. This ordinance shall take effect and be in force 30 days from and after its passage, approval, and publication, including by the Civil Service Commission.

City Council Communications Lead

Salary

\$33.05 - \$48.29 Hourly

\$68,744.00 - \$100,443.20 Annually

General Duty Statement

THIS IS AN UNCLASSIFIED POSITION. THIS CLASS SPECIFICATION IS FOR ADVISORY PURPOSES ONLY AND IS NOT COVERED UNDER ANY PROVISIONS OF THE CIVIL SERVICE RULES.

Performs highly-responsible professional planning, organizing and executing public relations on behalf of City Council. Develops and designs website resources, social media, marketing, and educational material or promotional brochures, and literature. Researches, writes, edits, and arranges for the distribution of news releases, publications and special articles. Prepares and edits scripts and speeches for presentation at public meetings or for media. Develops and presents public education programs for schools and community organizations. Plans, arranges, displays, and exhibits materials to promote public relations or inform the general public. Performs related duties as required.

Supervision Received

Works under the technical, general, and/or administrative supervision of a unit or division manager.

Supervision Exercised

May exercise technical supervision over lower-level support, technical, or professional staff.

Competencies (Not listed in order of importance)

Technical Expertise

1. Demonstrates an advanced understanding of the principles, terms, procedures, laws and regulations, and practices of public information, public relations, and journalism.
2. Demonstrates an understanding of Federal, State and local laws, rules, regulations, standards, policies, and procedures governing issues faced by the Saint Paul City Council.
3. Demonstrates an understanding of the organizational and unit structure, policies, rules, regulations, terms, services, mission, and vision for the City Council.
4. Demonstrates an advanced understanding of software applications applicable to the work being performed and an ability to use software applications, office equipment, and related tools to carry out routine and more difficult work assignments.
5. Demonstrates an ability to develop public information policies and procedures in conjunction with City Council leadership.

6. Demonstrates an ability to apply photographic and audio-visual techniques, layout, design and printing processes, communications media, and web design.
7. Demonstrates an ability to prepare and assemble audio-visual materials to support public relations efforts.
8. Demonstrates an ability to maintain and/or design website information.
9. Demonstrates an ability to identify and minimize risks and liabilities associated with pertinent federal and state laws compliance and program accessibility. Resolves issues and refers more complex issues to supervisory staff.

Decision Making and Problem Solving

10. Demonstrates an advanced ability to identify and resolve routine and more complex problems associated with the work.
11. Demonstrates an advanced ability to make decisions independently and as a part of the group decision-making process.
12. Demonstrates an ability to manage conflict appropriately.
13. Demonstrates an ability to coach others in problem solving and decision making.

Communication

14. Demonstrates an advanced ability to effectively listen, speak, write, and interact tactfully in both a work and public setting. Follows complex oral and written instructions.
15. Demonstrates an advanced ability to effectively communicate with a diverse group of employees, associates, and the public in a cooperative, non-argumentative manner, using calm and moderate tones and appropriate language.
16. Demonstrates an advanced ability to gather, analyze, and interpret complex information and effectively resolve a full range of complex challenges associated with the work.

Teamwork, Leadership, and Management

17. Demonstrates an advanced understanding of the priorities, goals, and objectives of the assigned department and an advanced understanding of the departmental mission and vision and how to apply this understanding in daily work.
18. Demonstrates an advanced ability to model desired leader and team behaviors of punctuality, adaptability, and accountability for assigned work. Self-manages one's time and appropriately prioritizes work assignments.
19. Demonstrates effective leadership of work groups by positively influencing others and the work environment and by being considerate, tactful, supportive, and impartial. Demonstrates an ability to manage political processes to produce results.
20. Demonstrates a full performance ability to independently initiate, plan, and coordinate multiple projects ranging from the routine to the more complex.

Customer Service

21. Demonstrates a commitment to established customer service standards and to the continuous improvement of services by recommending service standard improvements and by guiding and orienting others in effective customer service.

22. Demonstrates an advanced ability to develop positive working relationships and an ability to influence internal and external customers, interest groups, and the general public.
23. Demonstrates an ability to obtain, develop, and distribute information of interest to the media, employees, special interest groups, or the general public.
24. Demonstrates an ability to provide general or technical information in response to inquiries from state and local agencies and the general public.
25. Demonstrates a full understanding and respect for diversity of the community, co-workers, and supervisors, including individuals with disability or whose first language may be one other than English.

Requirements

Requirements may be met by one of the following:

1. Bachelor's Degree and two years of experience in journalism, communications, marketing, public relations or a closely related field.
2. Master's Degree and one year of experience in journalism, communications, marketing, public relations or a closely related field.
3. A combination of six years of college level education and progressively responsible experience in journalism, communications, marketing, public relations or a closely related field.

Supplemental Information

Non-Represented City Managers - Employee Group 17, Grade 010.

Essential Functions are the functions that the individual holding the position must be able to perform unaided or with the assistance of a reasonable accommodation. The Essential Functions are Competencies 1-25.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: Ord 25-53

File ID: Ord 25-53

Type: Ordinance

Status: Final Adoption

Version: 1

Contact Number: 266-6246

In Control: City Council

File Created: 08/28/2025

File Name: Amending Chapter 441 of the Legislative Code to adjust the electric-vehicle charging station rates.

Final Action:

Title: Amending Chapter 441 of the Legislative Code to adjust the electric-vehicle charging station rates.

Notes:

Agenda Date: 09/24/2025

Sponsors: Jost

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Erin Kayser

Hearing Date:

Entered by: anne.weber@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	09/10/2025	Laid Over to Second Reading	City Council	09/17/2025		
	Action Text: Laid over to September 17, 2025 for Second Reading						
	Notes: Russ Stark from the Mayor's Office gave a staff report and answered councilmember questions.						
1	City Council	09/17/2025	Laid Over to Final Adoption	City Council	09/24/2025		Pass
	Action Text: Laid over to September 24, 2025 for Final Adoption						
	Notes: Councilmember Jost moved to close the public hearing.						
			Yea: 7	Councilmember Noecker, Councilmember Yang, Councilmember Kim, Councilmember Bowie, Councilmember Jost, Councilmember Johnson, and Councilmember Coleman			
			Nay: 0				

Text of Legislative File Ord 25-53

Amending Chapter 441 of the Legislative Code to adjust the electric-vehicle charging station rates.

SECTION 1

WHEREAS, Ordinance 21-34 established rates for the City of Saint Paul's EV Spot Network in 2021, with the goal of providing affordable access to reliable charging services; and

WHEREAS, since that time, the cost of electricity (energy and demand), the program's largest

operational expense, has risen significantly; and

WHEREAS, additional costs related to equipment maintenance, and the production of replacement parts have also increased in the time since Ordinance 21-34 was passed; and

WHEREAS, adjusting the consumer rates for the EV Spot Network chargers will allow the City to continue to provide reliable, accessible, and sustainable service to residents, businesses, and visitors while supporting the long-term viability of the network; now, therefore be it

RESOLVED, that the Council of the City of Saint Paul does hereby ordain:

SECTION 2

Chapter 441 of the Saint Paul Legislative Code is hereby amended as follows:

Section 441.02 Rates

City-owned electric vehicle charging station rates must be provided and billed as follows, with sales tax being included:

Level 2 Direct Current Fast Charge (DCFC)

Per kWh rate-Daytime	\$0.25 <u>30</u>	\$0.35 <u>43</u>	
Per kWh rate-Overnight (9am-9pm)	\$0.23 <u>27</u>	\$0.33 <u>40</u>	
Per session connection fee	\$1.25	\$2.50	
Dwell time penalty	\$10.00/hour (maximum \$50.00 fee per session)		\$0.25/minute
	(\$15.00/hour; maximum \$50.00 fee per session)		

SECTION 3

This Ordinance shall take effect and be in force thirty (30) days following passage, approval, and publication.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: Ord 25-54

File ID: Ord 25-54

Type: Ordinance

Status: Agenda Ready

Version: 1

Contact Number: 2668730

In Control: City Council

File Created: 09/11/2025

File Name: Amending Chapter 11 of the Saint Paul
Administrative Code

Final Action:

Title: Amending Chapter 11 of the Administrative Code to update the responsibilities of
the Department of Human Rights and Equal Economic Opportunity.

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments: HREEO LS ordinances ALL Council PPT

Financials Included?:

Contact Name: Libby Kantner

Hearing Date:

Entered by: riddhi.mistry@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File Ord 25-54

Amending Chapter 11 of the Administrative Code to update the responsibilities of the Department of Human Rights and Equal Economic Opportunity.

SECTION 1

WHEREAS, Ordinance 24-27 added Chapter 224A, Wage Theft ("Chapter 224A"), to Title XXIII of the Saint Paul Legislative Code to eliminate and prevent the theft of wages earned by persons working within the geographic boundaries of the City of Saint Paul; and

WHEREAS, Section 11 of Chapter 224A authorizes the Department of Human Rights and Equal Economic Opportunity (the "Department") to implement, administer, and enforce Chapter 224A; and

WHEREAS, Chapter 11 of the Saint Paul Administrative Code ("Chapter 11") enumerates the general responsibilities of the Department and must be updated to include the Department's responsibilities under Chapter 224A; and

WHEREAS, Ordinance 23-2 amended Chapter 233 of the Saint Paul Legislative Code ("Chapter 233"), to change the administrative appeals process for violations of Chapter 233; and

WHEREAS, the City of Saint Paul wishes to update Chapter 11 to incorporate the changes made to Chapter 233; and now, therefore, be it

RESOLVED, the City of Saint Paul does hereby ordain:

SECTION 2

Section 11.02 of the Saint Paul Administrative Code is hereby amended to read as follows:

Sec. 11.02. General responsibilities enumerated.

- (a) *Functions.* The department's functions include:
- (1) Contract analysis and procurement;
 - (2) Capacity building and workforce development;
 - (3) Contract monitoring, investigation and enforcement;
 - (4) Administration and enforcement of Saint Paul Legislative Code Chapter ~~233~~224, Chapter 224A, and Chapter 233;
 - (5) Administration and enforcement of such other ordinances the City Council may enact that delegate responsibility to the department;
 - (6) Human rights enforcement and outreach.
- (b) *HRA.* The Housing and Redevelopment Authority (HRA) has duties and responsibilities that are also assigned to the department. The department shall oversee the activities of the HRA to the extent that the HRA's activities overlap with the duties of the department.
- (c) *Responsibilities.* The department shall be responsible for ensuring city compliance with, and where necessary, assume the duties and responsibilities for all of the city's affirmative action compliance and hiring on construction sites, vendor outreach program, fair labor standards, prevailing wage, living wage and business subsidy, and other areas of capacity building and workforce development. The department shall also be responsible for the enforcement of regulatory ordinances where the council has given the department such authority.
- The department's duties and responsibilities include but are not limited to those under federal law or federal programs governing contracts or the use of federal funds such as the Davis-Bacon acts, the Community Development Block Grant, Home Investment Partnerships Program, and section 3 of the Housing and Urban Development Act of 1968 [12 U.S.C. § 1701u]; Saint Paul Legislative Code Chapter 183 and 185; Saint Paul Administrative Code Chapters 82, 83, 84, 85, and 98; Business Subsidy Program, and Apprenticeship Opportunities Pilot Program.
- (d) *Staffing for human rights and equal economic opportunity commission.* The department shall be responsible for providing staff support for the human rights and equal economic opportunity commission.
- (e) *Investigation and training.* The director shall ensure that the department's personnel are adequately trained and experienced to carry out the department's duties and responsibilities.

SECTION 3

Section 11.03 of the Saint Paul Administrative Code is hereby amended to read as follows:

Sec. 11.03. Division of labor standards enforcement and education.

Within the department of human rights and equal economic opportunity, there will be a division of labor standards enforcement and education ("division"). The division has the authority to carry out the following duties:

- (a) *Administration.* Administer chapters 224, 224A and 233 of the Saint Paul Legislative Code.
- (b) *Communication and marketing.* Create a comprehensive communications and marketing plan to reach all businesses including small, woman-owned and minority-owned businesses, that includes:
- i. An onboarding toolkit with resources for businesses, such as: templates and samples for record/data keeping; rules governing wage theft, minimum wage and earned sick and safe time investigations; and checklists for business compliance; and
 - ii. An online portal that provides employers and employees information on labor standards, onboarding materials, resources, and online report and complaint

- submission;
- (c) *Community outreach.* Collaborate with community-based organizations to assist with outreach and education:
1. Identify priority industries where violations are most likely to occur and develop strategic outreach, education, communication and partnerships.
 2. Provide labor standards materials translated into the top languages spoken in the city according to the Limited English Proficiency (LEP) guidelines set forth by the federal government and the city's LEP Plan. The translated materials will include, but not be limited to:
 - i. ~~"Know your rights"~~Notice posters for display at places of employment in the city;
 - ii. Applicable minimum wage rates by business size and effective date;
 - iii. The onboarding toolkit; and
 - iv. The online labor standards portal.
 3. In cooperation with other city departments, actively explore city-wide opportunities and resources to help small businesses reduce costs, increase revenue, and optimize business operation to make it easier for businesses to operate within the City of Saint Paul.
- (d) *Complaints.* The department will resolve complaints efficiently and will only reveal complainant information as required by law:
1. *Third party complaints.* The department may investigate complaints made by a third party on behalf of an individual alleged to have been denied rights under Saint Paul Legislative Code chapters 224, 224A or 233, even where the employee's identity is unknown to the department.
 2. *Referrals.* Engage federal, state, local government agencies, non-governmental agencies, and relevant private entities to develop a complaint referral system alleging violations of Saint Paul Legislative Code chapters 224, 224A and 233.
- (e) *Budget proposals.* Create an equitable budget proposal for submission to the mayor as required under section 56.01 of the Administrative Code including plans for:
1. Staffing for the number of full-time employees necessary to complete the education, outreach, and enforcement responsibilities of the division;
 2. The cost of education and outreach, including contracting with stakeholders as appropriate;
 3. The cost for enforcement and operations; and
 4. The cost for technical support
- (f) *Annual labor standards report.* In conjunction with other city departments, the division will annually report to the city council regarding this section. The report must include, but not be limited to, information on the following:
1. The implementation and enforcement of this section, including the number and nature of violations, details regarding specific violations, industries and occupations with the highest rates of violations, the penalties assessed in the twelve (12) months prior to the report, and number of cases that are open and closed.
 2. ~~Beginning in 2021, the report should include an update regarding the economic and market impacts of chapter 224 and 233 on the local economy and workers, including jobs data, earnings, poverty rates, and rates of business openings and closings; and~~
 3. 2. Recommendations for possible improvements to this section.

SECTION 4

Section 11.04 of the Saint Paul Administrative Code is hereby amended to read as follows:

Sec. 11.04. Labor standards advisory committee.

There is hereby established a labor standards advisory committee. The mayor shall appoint the members of the labor standards advisory committee with the advice and consent of council. The committee will have sixteen (16) members representing Saint Paul employees, employers, and community representatives such as labor unions, trade associations, general business organizations, governmental agencies, and community organizations dedicated to labor standards advocacy. To provide for staggered appointments, the terms of the committee will be as follows: eight (8) members shall serve an initial term of two (2) years, and eight (8) members shall serve an initial term of three (3) years. After the expiration of the initial terms, all members shall serve two (2) year terms. No person may serve more than three (3) terms. Policies and procedures related to committee openings, appointments, membership, meetings, records and costs will be administered pursuant to Saint Paul Administrative Code Appendix 14. The labor standards division will assign department personnel to staff the committee. The charge of the committee will include the following:

1. Advise and support labor standards division in the development and implementation of policies, procedures, and rules related to Saint Paul Legislative Code chapter ~~233 (earned sick and safe time ordinance)~~, and 224 (minimum wage), Saint Paul Legislative Code chapter ~~224 (minimum wage ordinance)~~ 224A (wage theft), and Saint Paul Legislative Code chapter 233 (earned sick and safe time);
2. Assess division policies and initiatives related to chapters ~~233~~224, 224A, and ~~224~~233, on an ongoing basis to provide feedback on success and opportunities for improvement;
3. Recommend to the division actions it can take to improve community outreach and education efforts;
4. Assist the division with establishing new, and strengthening existing community partnerships;
5. Engage business owners, workers, and community stakeholders to gather feedback and recommendations related to current and future labor standards practices, industry-specific working conditions, and the safety and health of workers to provide to the division and to the mayor for consideration; and
6. Elect its own officers and make its own rules for the conduct of its business.

SECTION 5

Section 11.05 of the Saint Paul Administrative Code is hereby amended to read as follows:

Sec. 11.05. Human rights and equal economic opportunity commission.

In addition to the duties and obligations of the HREEO commission pursuant to chapter 183 of the Saint Paul Legislative Code, the commission shall have the following powers:

- (1) Receive complaints, conduct hearings and make findings in matters related to the responsibilities of the department;
- (2) ~~Receive and hear administrative appeals related to chapter 233 of the Saint Paul Legislative Code;~~
- (3) Uphold, or overturn civil penalties related to the enforcement responsibilities of the department;
- (4) Advise the human rights and equal economic opportunity director on policies of the department;
- (5) Make such recommendations as in its judgment will effectuate the policy set forth in this chapter.

SECTION 6

This ordinance shall take effect and be in force thirty (30) days following its passage, approval and publication.



STPAUL.GOV

CITY OF SAINT PAUL

HUMAN RIGHTS & EQUAL ECONOMIC OPPORTUNITY

Labor Standards Ordinance Updates

September 24, 2025

“Serving Saint Paul residents and businesses by advancing justice and equity through education, advocacy, and enforcement.”

Labor Standards & Human Rights Investigations
Accessibility of City Services (ADA & LEP)
Complaints of Police Misconduct (PCIARC)
Small Business Certification (CERT)
Contract Compliance
Procurement

Accommodations & language services available upon request for ALL programs



SAINT PAUL
MINNESOTA



Your Saint Paul Labor Standards Rights

Wage Theft

Ensures employees in Saint Paul receive all pay they are due for their work



Chapter 224A

Earned Sick & Safe Time (ESST)

Creates access to paid time off from work for employees who perform work in Saint Paul



Chapter 233

Minimum Wage

Local hourly minimum wage rate for employees who perform work in the city of Saint Paul



Chapter 224



MINIMUM WAGE INCREASES

The Saint Paul Minimum Wage is updated annually

BUSINESS SIZE

2025

EFFECTIVE
JAN. 1, 2026

EFFECTIVE
JULY 1, 2026

City Rate

Includes Macro & Large
(101+ employees)

\$15.97

\$16.37

\$16.37

Small

(6-100 employees)

\$15.00

\$15.00

\$16.37

Micro

(5 or fewer employees)

\$13.25

\$13.25

\$14.25

Summary of Ordinance Amendments

1. Align the City's ordinances with State laws
2. Technical formatting across the body of work
3. Small policy additions and clarifications



SAINT PAUL
HUMAN RIGHTS & EQUAL
ECONOMIC OPPORTUNITY





Main Outcomes of Ordinance Alignment

- ✓ **Will not create a second set of laws**
- ✓ **Allows for simpler compliance process for employers and employees**
- ✓ **Makes it easier to do business in Saint Paul**
- ✓ **Provides equal protection for employees**



Earned Sick & Safe Time (ESST), Ch. 233

Updates include:

- Add *Harassment* as a reason to use ESST
- Alignment with language in the State's statute, 181.9445-.9448
 - ✓ Base Rate
 - ✓ Employee—anticipated to work 80 hours in a year
 - ✓ Added funeral/memorial for use
 - ✓ Employee can provide written statement
 - ✓ Employer can request reasonable documentation after 2 days
- Add language around seeking an Administrative Warrant for business records
- Alignment across the body of work (MW & WT)



Minimum Wage, Chapter 224

Updates include:

- Alignment with language in the State's statute, 177.23-24
- Clean up and clarification around dates when wages increase
 - ✓ City Wage—both Macro and Large businesses are at this rate, merging the categories
 - ✓ Maintain time for Small and Micro businesses to adjust
- 90-Day Youth Rate
- Add language around seeking an Administrative Warrant for business records
- Alignment across the body of work (WT, ESST)



Wage Theft, Chapter 224A

Update:

- Add language around seeking an Administrative Warrant for business records

Chapter 11

Administrative Code details the general responsibilities of the department.

Updates include:

- Specifically adding the Wage Theft Ordinance, Chapter 224A
- Removing the clause about receiving and hearing administrative appeals related to Chapter 233 as that was moved to Council a couple years ago





Timeline

9/24/2025	1 st reading at Council of all proposed ordinance edits.
10/1/2025	2nd reading at Council w/public hearing to allow for community comments.
10/8/2025	3rd reading at Council and potential vote.
10/10/2025	HREEO aims to publish all drafts of Proposed Administrative Rules and open the 30-day public comment period.
11/10/2025	30-day public comment period closes.
11/24/2025	HREEO aims to publish all 3 final drafts of Administrative Rules. Additionally, website, FAQs, Notice Poster, and all other collaterals aligned.

Questions?

Stpaul.gov/LaborStandards
651-266-8966

Email Labor Standards:
LaborStandards@stpaul.gov

Human Rights & Labor Standards division, HREEO



SAINT PAUL
MINNESOTA



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: Ord 25-55

File ID: Ord 25-55

Type: Ordinance

Status: Agenda Ready

Version: 1

Contact Number: 2668730

In Control: City Council

File Created: 09/11/2025

File Name: Amending Chapter 224 of the Saint Paul Legislative Code

Final Action:

Title: Amending Chapter 224 of the Legislative Code to align with State law changes.

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Libby Kantner

Hearing Date:

Entered by: riddhi.mistry@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File Ord 25-55

Amending Chapter 224 of the Legislative Code to align with State law changes.

SECTION 1

WHEREAS, the City of Saint Paul (the "City") passed the City's minimum wage ordinance, Saint Paul Legislative Code, Chapter 224 (the "Ordinance"), on November 11, 2018, to promote the general welfare, economic security, and stability of people who work in the City and their families; and

WHEREAS, in 2024, the State of Minnesota (the "State") amended minimum wage protections for employees across the State pursuant to Minnesota Statutes, Sections 177.23-.24; and

WHEREAS, the City wishes to align the Ordinance with the State's protections to ensure uniform compliance procedures for employers and maximum protections for employees; and

WHEREAS, the City further wishes to align the Ordinance with certain standards and requirements in the City's earned sick and safe time and wage theft ordinances to reduce confusion and ensure uniform trainings, investigations, and enforcement; and

WHEREAS, when the City originally passed the Ordinance in 2018, the Ordinance divided Employers into four different size classifications; macro, large, small, and micro, and varied the

minimum wage amounts and compliance dates by business size to give businesses appropriate time to adjust to minimum wage increases, and each business size will eventually be required to pay a minimum hourly wage no less than the hourly rate set forth in Section 224.04(b) of the Ordinance (the "City Wage"); and

WHEREAS, as of this date, both macro and large businesses are required to pay the City Wage and there is no longer a need to distinguish between the two types of businesses in the Ordinance, and so the definition of macro businesses will be removed from the Ordinance and incorporated into the definition of large businesses; and

WHEREAS, there is a desire to clarify and revise the minimum wage amounts and compliance dates for various business sizes to ensure adequate adjustment time; and

WHEREAS, the City's Human Rights and Equal Economic Opportunity Department (the "Department") investigates and enforces the Ordinance and to strengthen those investigations and enforcement, the City wishes to amend the Ordinance to incorporate the process for the Department to petition the court for an administrative search warrant to obtain documents when necessary; and now therefore, be it

RESOLVED, the City of Saint Paul does hereby ordain:

SECTION 2

Chapter 224 of the Saint Paul Legislative Code is hereby amended to read as follows:

Chapter 224. City Minimum Wage

Sec. 224.01. Declaration of policy

The City desires to promote the general welfare, economic security and stability of people who work in the City and their families by requiring Employers to pay a minimum wage greater than that established by the state of Minnesota's minimum wage law.

Sec. 224.02. Definitions.

For purposes of this chapter, the following definitions apply:

City means the City of Saint Paul.

Department means the City's department of human rights and equal economic opportunity or any department or office that by ordinance is designated the successor to the department.

Director means the director of the ~~department of human rights and equal economic opportunity~~Department or ~~his or her~~their designee.

Employee has the meaning given in Minn. Stat., § 177.23. For purposes of this ~~article,~~
~~"employee chapter,"~~ "Employee" does not include the following:

~~Employees classified as Individuals participating in the extended employment program workers as defined in Minnesota Rules part 3300.2005, subpart 18 and participating in the under~~
~~Minn. Stat., § 268A.15 extended employment program.~~

Persons with disabilities receiving home and community-based services identified in Minn. Stat.

§ 245D.03, subdivision 1, paragraph (c), clauses (4), (5), (6) and (7).
Independent contractors.

Employer means any individual, partnership, association, corporation, business trust, or any person or group of persons acting directly or indirectly in the interest of an ~~employer~~Employer in relation to an ~~employee~~Employee. For purposes of this article, "~~employer~~chapter", "Employer" does not include any of the following:

The United States government.

The State of Minnesota, including any office, department, agency, authority, institution, association, society or other body of the state, including the legislature and the judiciary.

Any county or local government, except the ~~city~~. City.

Providers with certificates issued by the United States Department of Labor or the Minnesota Department of Labor and Industry for purposes of subminimum wage payments pursuant to Minn. Stat., § 177.28, subdivision 5, and Minnesota Rules, part 5200.0030, but only to the extent of the workers specifically covered by the subminimum wage ~~certificate~~permit.

Gratuities means monetary contributions received directly or indirectly by an ~~employee~~Employee from a guest, patron, or customer for services rendered and includes an obligatory charge assessed to customers, guests, or patrons which might reasonably be construed by the guest, customer, or patron as being a payment for personal services rendered by an ~~employee~~Employee and for which no clear and conspicuous notice is given by the ~~employer~~Employer to the customer, guest, or patron that the charge ~~willis not be given to the employee as wages or gratuity.~~ property of the Employee.

Hourly wage means the ~~rate~~following:

- (a) for Employees paid on an employer is required to pay an employee hourly basis, the wage received per hour worked. of work;
- (b) for Employees paid on a salary basis, their annual wage divided by the total number of hours worked in a year; and
- (c) for Employees paid solely on a commission, piece rate, or any basis other than hourly or salary, a wage per hour no less than the City, state, or federal minimum wage, whichever is greater.

Large business means all ~~employers~~Employers that employ more than one-hundred (100) persons, calculated pursuant to section 224.05-06.

~~*Macro business* means all employers that employ more than ten thousand (10,000) persons, calculated pursuant to section 224.05.~~

Micro business means all ~~employers~~Employers that employ five (5) or fewer persons, calculated pursuant to section 224.05-06.

Piece rate means a form of compensation where Employees are paid per unit of work completed.

Small business means all ~~employers~~Employers that employ one hundred (100) or fewer persons, calculated pursuant to section 224.05-06.

Wage means compensation due to an ~~employee~~Employee by reason of employment, payable in-legal:

Legal tender of the United States, checks;

Checks on banks, or convertible into cash on demand at full face value;

Except for instances of written objection to the Employer by the Employee, direct deposit to the

~~employee's~~Employee's choice of demand deposit account convertible into cash on demand at full face value; or
an electronic fund transfer to a payroll card account that meets all of the requirements of Minn. Stat., § 177.255 <<https://www.revisor.mn.gov/statutes/cite/177.255>>, subject to allowances permitted by rules of the Department of Labor and Industry under Minn. Stat., § 177.28 <<https://www.revisor.mn.gov/statutes/cite/177.28>>.

Sec. 224.03. Employment in Saint Paul.

- (a) Subject to paragraph (b) below, ~~employees~~Employees are covered by this ~~article~~chapter for all time worked within the geographic boundaries of the ~~city~~City.
- (b) An ~~employee~~Employee who is typically based outside the ~~city~~and geographic boundaries of the City and performs work in the ~~city~~City on an occasional basis is covered by this ~~article~~chapter for the hours worked within the geographic boundaries of the City if the ~~employee~~Employee over the course of one week performs at least two hours of work for an ~~employer~~Employer within the geographic boundaries of the ~~city~~City.

Sec. 224.04. City minimum wage.

- (a) An ~~employer shall~~Employer must pay an ~~employee~~Employee a wage of no less than the ~~city minimum wage which is the hourly rates set forth in this section, or the state minimum wage, whichever is greater.~~
- (b) ~~The minimum wage for the City of Saint Paul as an Employer and macro~~large businesses shall pay a city minimum wage of no less than the hourly rates set forth herein:
 - (1) ~~On January 1, 2020, the hourly wage shall be twelve dollars and fifty cents (\$12.50).~~
 - (2) ~~On July 1, 2022, the hourly wage shall adjusted each year. The annually adjusted minimum wage is be fifteen dollars (\$15.00).~~
- (3) ~~No later than announced by the Director on September 1 of each year, beginning in 2022, the director shall and takes effect on January 1 of the subsequent year. The Director determines the increase in the minimum wage rates to be paid by the City of Saint Paul and macro~~large businesses based on the percentage increase calculated by the commissioner of the ~~department of labor and industry pursuant to Minn. Stat. § 177.24, subdivision 1 (fc) and applicable to the State of Minnesota minimum wage divided by two (2) in 2022 and based on the full percentage increase in each subsequent year rounded to the nearest cent. The director shall announce the adjusted minimum wage rates on September 1 of each year and the new minimum wage rates for City of Saint Paul employees and macro businesses determined under this subsection take effect on January 1 of each subsequent year, beginning in 2023.~~
- (c) ~~Large businesses shall pay a city minimum wage of no less than the hourly rate set forth herein:~~
 - (1) ~~On July 1, 2020, the hourly wage shall be eleven dollars and fifty cents (\$11.50).~~
 - (2) ~~On July 1, 2021, the hourly wage shall be twelve dollars and fifty cents (\$12.50).~~
 - (3) ~~On July 1, 2022, the hourly wage shall be thirteen dollars and fifty cents (\$13.50).~~
 - (4) ~~On July 1, 2023, the hourly wage shall be fifteen dollars (\$15.00).~~
 - (5) ~~Beginning on July 1, 2024, the city minimum wage rate that applies to the City of Saint Paul shall apply to large businesses.~~
- (d) ~~Small businesses shall~~must pay to ~~Employees~~Employees a city minimum wage of no less than the hourly rates set forth herein:
 - (1) ~~On July 1, 2020, the hourly wage shall be ten dollars (\$10.00).~~
 - (2) ~~On July 1, 2021, the hourly wage shall be eleven dollars (\$11.00).~~
 - (3) ~~On July 1, 2022, the hourly wage shall be twelve dollars (\$12.00).~~

- ~~(4) On July 1, 2023, the hourly wage shall be thirteen dollars (\$13.00).~~
- ~~(5) On July 1, 2024, the hourly wage shall be fourteen dollars (\$14.00).~~
- ~~(6) On July 1, 2025, the hourly wage shall be fifteen dollars (\$15.00).~~
- ~~(7) On July 1 and through June 30, 2026, the city minimum hourly wage that applies to the City of Saint Paul shall apply to is fifteen dollars (\$15.00).~~
- (2) On July 1, 2026, and through June 30, 2027, the minimum hourly wage is no less than the hourly rate as set forth in section 224.04(b) for 2026.
- (e3) On July 1, 2027, and through December 31, 2027, the minimum hourly wage is no less than the hourly rate as set forth in section 224.04(b) for 2027.
- (4) Beginning on January 1, 2028, the minimum hourly wage is no less than the hourly rate as set forth in section 224.04(b) for each corresponding year.
- (ed) Micro businesses shall must pay a city minimum wage of no less than the hourly rates set forth herein:
 - ~~(1) On July 1, 2020, the hourly wage shall be nine dollars and twenty-five cents (\$9.25).~~
 - ~~(2) On July 1, 2021, the hourly wage shall be ten dollars (\$10.00).~~
 - ~~(3) On July 1, 2022, the hourly wage shall be ten dollars 2025, and seventy-five cents (\$10.75).~~
 - ~~(4) On July 1, 2023 through June 30, 2026, the minimum hourly wage shall be eleven dollars and fifty cents (\$11.50).~~
 - ~~(5) On July 1, 2024, the hourly wage shall be twelve thirteen dollars and twenty-five cents (\$12 13.25).~~
 - ~~(6) On July 1, 2025, the hourly wage shall be thirteen dollars and twenty-five cents (\$13.25).~~
 - ~~(72) On July 1, 2026, and through June 30, 2027, the minimum hourly wage shall be is fourteen dollars and twenty-five cents (\$14.25).~~
 - ~~(83) On July 1, 2027, the hourly wage shall be fifteen dollars (\$15.00).~~
 - ~~(9) On July 1 and through June 30, 2028, the city minimum wage that applies to the City of Saint Paul shall apply to hourly wage is fifteen dollars (\$15.00).~~
 - (4) On July 1, 2028, and through June 30, 2029, the minimum hourly wage is no less than the hourly rate as set forth in section 224.04(b) for 2028.
 - (5) On July 1, 2029, and through December 31, 2029, the minimum hourly wage is no less than the hourly rate as set forth in section 224.04(b) for 2029.
 - (6) Beginning on January 1, 2030, the minimum hourly wage is no less than the hourly rate as set forth in section 224.04(b) for each corresponding year.

Sec. 224.04. Adjustments to city 05. Exceptions and adjustments to minimum wage.

- (a) No employer may An Employer must not directly or indirectly credit, apply, or utilize gratuities towards payment of the minimum wage set by this chapter.
- (b) City-approved youth-focused training or apprenticeship program. Notwithstanding 224.0304 subsections (b)-(e), an employerEmployer may pay an employeeEmployee under the age of twenty (20) years who is employed in a city-approved youth-focused training or apprenticeship program not less than eighty-five (85) percent of the city minimum wage for small employersEmployers rounded up to the nearest nickel, provided that any percentage of the hourly rate established by rule ~~shall~~is not be lower than the percentage applicable under state statutes and regulations. The minimum training or apprentice wage ~~shall must~~ be published annually by the ~~department as provided by rule-Department~~. Criteria for city-approved youth-focused training or apprenticeship programs ~~shall must~~ be developed by the ~~department-Department~~ with input from current service providers ~~and published by rule~~. No employerEmployer may take action to displace an employeeEmployee, including a partial displacement through a reduction in hours, wages, or employment benefits, ~~in order to hire an~~

- ~~employee~~Employee at the wage authorized in this subsection.
- (c) ~~90 day y~~Youth wage. Employees who are fourteen (14)-seventeen (17) years of age shall be paid not less than eighty-five (85) percent of the city minimum wage for small employers and rounded to the nearest nickel during their first ninety (90) days after the date of hire. After more than ninety (90) days after the date of hire, employees who are fourteen (14)-seventeen (17) years of age shall be paid the applicable city minimum wage. The minimum youth wage shall be published annually by the department as provided by rule. -
- (d) ~~Athletic exemption.~~ Athletic exemption. An ~~employer~~Employer is not required to pay ~~city~~City minimum wage to an ~~employee~~Employee to play baseball as part of an independent baseball league provided that the ~~employee~~Employee is compensated pursuant to a negotiated contract and appears on the roster of the baseball team.

Sec. 224.0506. Determination of business size.

- (a) An ~~employer's~~Employer's business size for the current calendar year is based upon the average number ~~employees~~Employees per week during the previous calendar year.
- (b) For a new business, the ~~employer's~~Employer's business size for the current calendar year is based upon the average number ~~employees~~Employees per week during the first ninety (90) days after the first person working for compensation began work.
- (c) In determining the number of ~~employees~~Employees, all ~~employees~~Employees working on a full-time, part-time, joint, or temporary basis ~~shall~~must be counted, whether or not the persons work in the ~~city~~City.
- (d) Determination of business size for any establishment operated pursuant to a franchise as defined in Minn. Stat. § 80C.01, ~~shall be~~is classified based on the total number of ~~employees~~Employees at all franchise locations owned and operated by a single franchisee.
- (e) Except as in [subsection] (d), each full-service restaurant location within the geographic boundaries of the ~~city~~City and with fewer than ten (10) locations nationally, ~~shall be~~is treated as a unique ~~employer~~Employer solely for the purposes of determining business size.

Sec. 224.07. Employee wage notice.

- (a) At the start of employment, an Employer must provide each Employee a written notice containing the following information:
- The information required by Minn. Stat. § 181.032(d) and any amendments thereto, including:
- the rate or rates of pay and basis thereof, including whether the Employee is paid by the hour, shift, day, week, salary, piece, commission, or other method, and the specific application of any additional rates;
- (ii) allowances, if any, claimed pursuant to permitted meals and lodging; (c) paid vacation, sick time, or other paid time-off accruals and terms of use, in compliance with Sec.233 (d) the Employee's employment status and whether the Employee is exempt from minimum wage, overtime, and other provisions of Minnesota Statutes, Chapter 177, and on what basis;
- a list of deductions that may be made from the Employee's pay;
- the number of days in the pay period, the regularly scheduled pay day, and the pay day on which the Employee will receive the first payment of wages earned;
- the legal name of the Employer and the operating name of the Employer if different from the legal name;
- the physical address of the Employer's main office or principal place of business, and a mailing address if different; and
- the telephone number of the Employer;

- (2) The date on which the employment is to begin;
- (3) Notice of city minimum wage rates and their entitlement to such rates;
- (4) A statement that the sharing of gratuities is voluntary, in accordance with Minn. Stat. § 177.24 Subd. 3, and any amendments thereto, if applicable to the position; and,
- (5) The overtime policy applicable to the Employee's position, if any, including when overtime will be paid and the applicable rate or rates of pay.
- (b) The written notice may provide the information required in this section by explicit reference to an Employee handbook, collective bargaining agreement, or similar document if Employees are directed to the specific sections of the handbook in which such information is provided.
- (c) The Employer must keep a copy of the notice under subsection (a) signed by each Employee acknowledging receipt of the notice, along with the date the notice was received by the Employee.
- (d) An Employer must provide the Employee any written changes to the information contained in the notice under subsection (a) prior to the date the changes take effect. The Employer must keep a copy of the written changes, along with the date the notice was received by the Employee.
- (e) The Employer must provide to the Employee a copy of any notices required pursuant to section 224.10 of this chapter. The Employer may provide the notice in English unless the Employer has previously communicated with the Employee in another language or been made aware that the Employee prefers another language, in which case the notice will be provided in that language if published by the Department.
- (f) This Employee wage notice requirement is in addition to any Employee wage or recruitment notices that may be required by other applicable City, state, or federal laws.
- (g) If all the information contained in the Employee wage notice has not already been provided to the Employee as of the effective date of this chapter, an Employer must provide the Employee wage notice to all current Employees.

Sec. 224.08. Required statement of earnings.

At the end of each pay period, the Employer must provide each Employee an earnings statement, either in writing or by electronic means, covering that pay period. An Employer who chooses to provide an earnings statement by electronic means must provide an Employee access to an Employer-owned computer during an Employee's regular working hours to review and print earnings statements and must make statements available for review or printing for a period of three (3) years.

The earnings statement may be in any form determined by the Employer but must include the information required by Minn. Stat. § 181.032(b), and any amendments thereto, including:

- (1) the name of the Employee;
- (2) the rate or rates of pay and basis thereof, including whether the Employee is paid by hour, shift, day, week, salary, piece, commission, or other method;
- (3) allowances, if any, claimed pursuant to permitted meals and lodging;
- (4) the total number of hours worked by the Employee unless exempt;
- (5) the total amount of gross pay earned by the Employee during that period;
- (6) a list of deductions made from the Employee's pay;
- (7) any amount deducted by the Employer;
- (8) the net amount of pay after all deductions are made;
- (9) the date on which the pay period ends;
- (10) the legal name of the Employer and the operating name of the Employer if different from the legal name;
- (11) the physical address of the Employer's main office or principal place of business, and a mailing address if different; and
- (12) the telephone number of the Employer.

- (c) An Employer must provide earnings statements to an Employee in writing, rather than by electronic means, if the Employer has received at least twenty-four (24) hours' notice from an Employee that the Employee would like to receive earnings statements in written form. Once an Employer has received notice from an Employee that the Employee would like to receive earnings statements in written form, the Employer must comply with that request on an ongoing basis.

Sec. 224.09. Employer records.

- (a) An Employer must create and maintain the following records demonstrating compliance with this chapter:
- (1) The name, address, phone number, email, and position of each Employee;
 - (2) The rate of pay, and the amount paid each pay period to each Employee;
 - (3) The hours worked each day and each workweek for Employees paid on an hourly basis; the number of pieces completed for Employees paid at a piece rate; and the method of calculating commissions for Employees paid on a commission basis;
 - (4) The statements of earnings required by Sec. 224.08;
 - (5) The Employee wage notice(s) and changes thereto required by Sec. 224.07;
 - (6) A copy of all personnel policies provided to the Employee, including the date the policies were given to the Employee and a brief description of the policies.
- (b) Records required by this chapter must be retained while the Employee is employed by the Employer and for at least three (3) years after the termination of the employment, except for the required statement of earnings, which must be retained for at least three (3) years after the date upon which the statement was provided to the Employee.
- (c) If requested, an Employer must allow an Employee to inspect records required by this chapter relating to the Employee at a reasonable time and in a reasonable manner.
- (d) The Department may request access to such records to investigate potential violations and to monitor compliance with the requirements of this chapter. If an Employer refuses to provide such records within a reasonable time, the Department may petition Ramsey County district court for an administrative search warrant for such records.
- (e) Social security numbers and Employees' personal addresses must not become a matter of public record.
- (f) In addition to such records listed in paragraph (a) of this section, the Department may request or seek an administrative search warrant for any other information, documents, or evidence the Department finds necessary and reasonably related to an investigation of an alleged violation of this chapter.
- (g) It is presumed that the Employer has violated this chapter, absent clear and convincing evidence otherwise, if:
- (1) The Employer does not maintain or retain adequate records, as shown following the execution of an administrative search warrant for said records; or
 - (2) The Employer does not produce adequate records following the execution of an administrative search warrant for said records.
- (h) If the records maintained by the Employer do not provide sufficient information to determine the exact amount of wages due an Employee, the Department may make a determination of wages due based on available evidence.
- (i) Records and documents relating to medical certifications, re-certifications, or medical histories of Employees or Employees' family members created for purposes of this chapter must be maintained as confidential medical records separate from the usual personnel files. If the Americans with Disabilities Act (ADA) applies, then these records must comply with the ADA's confidentiality requirements.

Sec. 224.10. Notice and posting.

- (a) The Department must publish and make available to Employers notices suitable for posting by Employers in the workplace informing Employees of their rights under this chapter. The Department may create combined notice information from other chapters of the Saint Paul Legislative Code that are also enforced by the Department.
- (b) Every Employer must post, in a conspicuous place at any workplace or job site in the City where any Employee works, where they can be readily observed and easily reviewed by Employees, the city-provided notices required by subsection (a). Every Employer must post the city-provided notices in English, and in any language spoken by Employees at the workplace or job site. If the Employees do not perform work at a workplace or job site in which the city-provided notices may be posted, this requirement may be satisfied by providing physical or electronic copies of the notices to each Employee or posting in a web-based or app-based platform through which an Employee performs work.
- (c) On an annual basis, Employers must give notice to Employees of their rights under this chapter, including, but not limited to the right to report a violation, and notice that retaliation by an Employer against an Employee is prohibited.
- (d) An Employer that provides an Employee handbook to its Employees must include in the handbook notice of Employee rights under this chapter.

Sec. 224.11. Employer succession.

- (a) When a different Employer succeeds or takes the place of an existing Employer, the original Employer must ensure that all wages in compliance with this chapter have been paid at the time of transfer of the business.
- (b) If there is an open and ongoing investigation between the Department and the original Employer at the time of transfer of the business, the original Employer must provide notice of the transfer to the Department at least 30 days prior to the transfer.
- (c) The successor Employer must be required to meet all requirements under this chapter at the time of transfer of the business.

Sec. 224.12. Implementation.

- ~~(a) The department shall be~~
- (a) The Director is authorized to implement, administer, and enforce this chapter.
- (b) The Department is authorized to coordinate implementation and enforcement of this chapter and shall must promulgate appropriate guidelines and regulations rules for such purposes. Any guidelines or rules promulgated by the department Department have the force and effect of law and may be relied on by employers, employees Employers, Employees, and other persons to determine their rights and responsibilities under this chapter. Such guidelines or rules will must:
 - Be consistent with this chapter;
 - Establish procedures for fair, efficient, and cost-effective implementation and enforcement of this chapter; and, including rules governing procedures for administrative hearings and appeals;
 - and
 - Establish procedures for informing employers Employers of their duties and employees Employees of their rights under this chapter and monitoring employer Employer compliance.
- (bc) The director shall Director must publish, maintain, and make available to the public any such initial rules at least ninety (90) days prior to their effective date. Any revisions to published rules shall must be published, maintained, and made available to the public at least thirty (30) days prior to their effective date.

- (d) The Director must develop and implement a multilingual and culturally specific outreach program to educate Employees and Employers about their rights and obligations under this chapter. This outreach program must include media, trainings, and materials accessible to the diversity of Employees and Employers in the City.

Sec. 224.07. Enforcement. 13 Investigation and enforcement.

- (a) *Report of violations.* An ~~employee~~Employee or other person may report to the ~~department~~Department any suspected violation of this chapter. Such reports may be filed only if the matter complained of occurred after the effective date of this chapter and within ~~two (2)~~three (3) years prior to filing the report.
- (b) *Investigation process.* The ~~department shall have~~Department has the authority to investigate possible violations of this chapter whenever it has ~~cause~~reason to believe that any violation of this chapter has occurred, including but not limited to: ~~on, when the basis of~~Department has received a report of a suspected violation, ~~on the basis of any other credible information including violations found during the course of an investigation, or~~ when circumstances show that violations are likely to occur within a class of businesses because the workforce contains a significant number of ~~workers~~Employees who are vulnerable to violations of this chapter or the workforce is unlikely to volunteer information regarding such violations.
- (1) *Notice of investigation.* To pursue a violation of this chapter, the ~~director~~Director must serve upon an ~~employer~~Employer via U.S. mail a notice of investigation setting forth the allegations ~~and pertinent facts~~. The notice of investigation ~~shall~~must be accompanied by a request for a written position statement and may include a request for records or other information. The notice ~~shall~~must also inform the ~~employer~~Employer that retaliation for claiming rights under this chapter is a violation of this chapter and a basis for ~~additional imposing monetary damages on an Employer~~. Within seven (7) days of the notice of investigation, an ~~employer~~Employer must post or otherwise notify its ~~employees~~Employees that the ~~department~~Department is conducting an investigation, using a form provided by the ~~department~~Department and displaying it on-site, in a conspicuous and accessible location, ~~and~~. The notice must be in English and in the primary language of the ~~employee~~Employee(s) at the particular workplace. If display of the form is not feasible, including situations when the ~~employee~~Employee works remotely or does not have a regular workplace, ~~employers~~Employers may provide the form on an individual basis in the ~~employee's~~Employee's primary language in a physical or electronic format that is reasonably conspicuous and accessible.
- (2) An ~~employer's~~Employer's position and response to any request for records must be provided to the ~~department~~Department as provided in the ~~department's~~Department's rules. An ~~employer's~~Employer's failure to provide a position statement or to provide a full response to a request for records following the issuance of an administrative search warrant for such records, or any other reasonable request issued by the department pursuant to an investigation, within thirty (30) days of ~~such request~~the issuance of the administrative search warrant creates a rebuttable presumption of a violation of this chapter. An ~~employer~~Employer that fails to respond to a request for records following the issuance of an administrative search warrant for such records may not ~~use such records or any~~ records not provided to the ~~department~~Department at any hearing held under this chapter, unless the Employer can show they had good cause to withhold the records.
- (3) Investigations ~~shall~~must be conducted in an objective and impartial manner.
- (4) The ~~department shall~~Department may consider any statement of position or evidence with respect to the alleged violation which the complainant or ~~employer~~Employer wishes to submit.
- (5) The Department may interview Employees in private regarding a matter under

investigation.

- (6) In order to define the issues, determine which elements are undisputed, resolve those issues that can be resolved, and afford an opportunity to discuss or negotiate settlement during investigation the ~~department~~Department may require a fact-finding conference or participation in another process, including but not limited to an investigative interview with the employer and the complainant-, witnesses, or the Employer and any of their agents.
- (c) ~~Director notice of violation/determination of no violation.~~ Except when there is an agreed upon settlement, the director must issue either a written notice of determination of violation or a written notice of determination of no violation. In the case of a ~~notice of a determination of no violation~~, the ~~department~~Department must state the reason for ~~declining det~~



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: Ord 25-56

File ID: Ord 25-56

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Status: Agenda Ready

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Contact Number: 2668730

In Control: City Council

File Created: 09/11/2025

File Name: Amending Chapter 224A of the Saint Paul Legislative Code

Final Action:

Title: Amending Chapter 224A of the Legislative Code to clarify record production processes.

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Libby Kantner

Hearing Date:

Entered by: riddhi.mistry@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File Ord 25-56

Amending Chapter 224A of the Legislative Code to clarify record production processes.

SECTION 1

WHEREAS, the City of Saint Paul (the "City") passed Saint Paul Legislative Code, Chapter 224A, Wage Theft (the "Ordinance"), on November 6, 2024, to eliminate and prevent the theft of wages earned by persons working within the geographic boundaries of the City; and
WHEREAS, the City's Human Rights and Equal Economic Opportunity Department (the "Department") investigates and enforces the Ordinance and to strengthen those investigations and enforcement, the City wishes to amend the Ordinance to incorporate the process for the Department to petition the court for an administrative search warrant to obtain documents when necessary; and
now, therefore, be it
RESOLVED, that the City Council of the City of Saint Paul does hereby ordain:

SECTION 2

Section 224A.02 of the Saint Paul Legislative Code is hereby amended to read as follows:

Sec. 224A.02 Definitions.

For the purposes of this chapter, the following definitions apply:
City means the City of Saint Paul.

Debarment means that that no public contract with the City may be bid on, awarded to, or received by an Employer.

Department means the Department of Human Rights and Equal Economic Opportunity or any department or office that by ordinance is designated the successor to the Department.

Director means the Director of the Department of Human Rights and Equal Economic Opportunity, or the Director's designee.

Employee has the meaning given in Minn. Stat., § 177.23 Subd. 7. and any amendments thereto.

For purposes of this ~~article~~chapter, "Employee" does not include the following:

~~Employees classified as extended employment program workers as defined in Minnesota Rules part 3300.2005, subpart 18 and Individuals participating in the Minn. Stat., § 268A.15 extended employment program under Minnesota Statutes, section 268A.15.~~

Persons with disabilities receiving home and community-based services identified in Minn. Stat. § 245D.03, subdivision 1, paragraph C, clauses (4), (5), (6) and (7).

Independent contractors.

Employer means any individual, partnership, association, corporation, business trust, or any person or group of persons acting directly or indirectly in the interest of an Employer in relation to an Employee. For purposes of this ~~article~~chapter, "Employer" does not include any of the following:

The United States government.

The State of Minnesota, including any office, department, agency, authority, institution, association, society or other body of the state, including the legislature and the judiciary.

Any county or local government, except the City of ~~Saint Paul~~.

Fringe Benefits mean contributions irrevocably made by an Employer on behalf of an Employee to a financially responsible trustee, third person, fund, plan, or program, such as pension plans, health insurance, and life insurance. Fringe benefits also include benefits to an Employee, funded from an Employer, such as holiday, vacation, and sick pay plans. All bonafide fringe benefits must be legally enforceable, communicated in writing to the Employee, reasonably anticipated to provide a benefit, and made available to the Employee once they have met all eligibility requirements.

Gratuities mean monetary contributions received directly or indirectly by an Employee from a guest, patron, or customer for services rendered and includes an obligatory charge assessed to customers, guests, or patrons which might reasonably be construed by the guest, customer, or patron as being a payment for personal services rendered by an Employee and for which no clear and conspicuous notice is given by the Employer to the customer, guest, or patron that the charge will not be given to the Employee as wages or gratuity.

Indemnification means an agreement by a promisor to indemnify, defend, or hold harmless the promisee against liability or claims of liability for damages arising out of violations of this chapter.

Piece rate means a price paid per unit of work.

Wage means all compensation due to an Employee by reason of employment, payable in legal tender of the United States, checks on banks convertible into cash on demand at full face value, direct deposit to the Employee's choice of demand deposit account. Compensation includes but is not limited to:

- (1) All salary, gratuities, earnings, and commissions, at the Employee's rate or rates or pay, or the applicable rate or rates of pay required by law, whichever is greater;
- (2) All fringe benefits earned in accordance with the terms of any agreement or policy between an Employer and Employee;
- (3) Bonuses earned for labor or services performed in accordance with the terms of any agreement or policy between an Employer and Employee;
- (4) Vacation pay earned in accordance with the terms of any agreement or policy between the Employer and the Employee;
- (5) All amounts for labor or service performed by Employees, whether the amount is fixed or ascertained by the standard of time, task, piece, commission basis, or other method

of calculating the same or whether the labor or service is performed under contract, subcontract, partnership, subpartnership, station plan, or other agreement for the performance of labor or service if the labor or service to be paid for is performed personally by the person demanding payment.

Wage theft means any action taken by an Employer or an Employer's agents, which results in the failure of an Employer to pay wages to Employees. Wage theft includes but is not limited to when an Employer:

- Fails to pay an Employee all wages including salary, gratuities, earnings, or commissions at the Employee's rate or rates of pay or at the rate or rates required by law, including any applicable statute, regulation, rule, ordinance, government resolution or policy, contract, or other legal authority, whichever rate of pay is greater;
- Directly or indirectly causes any Employee to give a receipt for wages for a greater amount than that actually paid to the Employee for services rendered;
- Directly or indirectly demands or receives from any Employee any rebate or refund from the wages owed the Employee under contract of employment with the Employer;
- Makes or attempts to make it appear in any manner that the wages paid to any Employee were greater than the amount actually paid to the Employee; or
- Takes any other action that results in the Employer's failure to pay an Employee's wages, including but not limited to paying below minimum wage rates, not paying overtime, requiring work without pay, denying legal breaks, withholding gratuities, misclassifying Employees, not paying earned sick and safe time, withholding tips, making illegal or unauthorized deductions, or not paying fringe benefits.

SECTION 3

Section 224A.06 of the Saint Paul Legislative Code is hereby amended to read as follows:

Sec. 224A.06 Employee wage notice.

- (a) At the start of employment, an Employer must provide to each Employee a written notice containing the following information:
- (1) The information required by Minn. Stat. § 181.032(d) and any amendments thereto, including:
 - (a) the rate or rates of pay and basis thereof, including whether the Employee is paid by the hour, shift, day, week, salary, piece, commission, or other method, and the specific application of any additional rates;
 - (b) allowances, if any, claimed pursuant to permitted meals and lodging;
 - (c) paid vacation, sick time, or other paid time-off accruals and terms of use;
 - (d) the Employee's employment status and whether the Employee is exempt from minimum wage, overtime, and other provisions of Minnesota Statutes, Chapter 177, and on what basis;
 - (e) a list of deductions that may be made from the Employee's pay;
 - (f) the number of days in the pay period, the regularly scheduled pay day, and the pay day on which the Employee will receive the first payment of wages earned;
 - (g) the legal name of the Employer and the operating name of the Employer if different from the legal name;
 - (h) the physical address of the Employer's main office or principal place of business, and a mailing address if different; and
 - (i) the telephone number of the Employer;
 - (2) The date on which the employment is to begin;
 - (3) Notice of City minimum wage rates and their entitlement to such rates;
 - (4) A statement that the sharing of gratuities is voluntary, in accordance with Minn. Stat. §177.24, Subd. 3, and any amendments thereto, if applicable to the employee; and,

- (5) The overtime policy applicable to the Employee's position, if any, including when overtime must be paid and the applicable rate or rates of pay; and
- (b) The written notice may provide the information required in this section by explicit reference to an Employee handbook, collective bargaining agreement, or similar document if Employees are directed to the specific sections of the handbook in which such information is provided.
- (c) The Employer must keep a copy of the notice under subsection (a) signed by each Employee acknowledging receipt of the notice, along with the date the notice was received by the Employee.
- (d) An Employer must provide the Employee any written changes to the information contained in the notice under subsection (a) prior to the date the changes take effect. The Employer must keep a copy of the written changes, along with the date the notice was received by the Employee.
- (e) The Employer must provide to the Employee a copy of any notices required of this chapter. The Employer may provide the notice in English unless the Employer has previously communicated with the Employee in another language or been made aware that the Employee prefers another language, in which case the notice must be provided in that language if published by the Department.
- (f) This Employee wage notice requirement is in addition to any additional Employee wage or recruitment notices that may be required by other applicable City, state, or federal laws.
- (g) An Employer must provide the Employee wage notice to all current Employees as of the effective date of this chapter if all the information contained in the Employee wage notice has not already been provided to the Employee.

SECTION 4

Section 224A.08 of the Saint Paul Legislative Code is hereby amended to read as follows:

Sec. 224A.08. Employer recordkeeping.

- (a) An Employer must create and maintain the following records demonstrating compliance with this chapter ~~and provide to the Department such records upon request:~~
 - (1) The name, address, phone number, email, and position of each Employee;
 - (2) The rate of pay, and the amount paid each pay period to each Employee;
 - (3) The hours worked each day and each workweek for Employees paid on an hourly basis; the number of pieces completed for Employees paid at a piece rate; and the method of calculating commissions for Employees paid on a commission basis;
 - (4) The statements of earnings required by Section 224A.07 of this chapter;
 - (5) The Employee wage notice(s) and changes thereto required by Section 224A.06 of this chapter;
 - (6) A copy of all personnel policies provided to the Employee, including the date the policies were given to the Employee and a brief description of the policies.
 - (7) Other information the Director finds necessary and appropriate to enforce the law.
- (b) Records required by this chapter must be retained while the Employee is employed by the Employer and for at least three (3) years after the termination of the employment, except for the required statement of earnings, which must be retained for at least three (3) years after the date upon which the statement was provided to the Employee.
- (c) ~~If requested, a~~An Employer must allow an Employee to inspect records required by this chapter relating to the Employee at a reasonable time and in a reasonable manner
- (d) ~~Employers must allow the department access to such records, with appropriate notice, in order~~The Department may request access to such records to investigate potential violations and to monitor compliance with the requirements of this chapter. If an Employer refuses to provide such records within a reasonable time, the Department may petition Ramsey County district court for an administrative search warrant for such records.
- (e) Social security numbers and Employees' personal addresses ~~will~~must not become a matter of

public record.

- (f) In addition to such records listed in paragraph (a) of this section, ~~employers must allow the Department access to~~ may request or seek an administrative search warrant for any other information, documents, or evidence the Department finds necessary and reasonably related to an investigation of an alleged violation of this chapter.
- (g) ~~When an issue arises as to an Employee's wages under this chapter, if~~ It is presumed that the Employer has violated this chapter, absent clear and convincing evidence otherwise, if:
 - (1) ~~The Employer does not maintain or retain adequate records, as shown following the execution of an administrative search warrant for such records; or~~
 - (2) ~~The Employer does not produce adequate records following the execution of an administrative search warrant for said records it will be presumed that the Employer has violated this chapter, absent clear and convincing evidence otherwise.~~
- (h) If the records maintained by the Employer do not provide sufficient information to determine the exact amount of wages due an Employee, the Department may make a determination of wages due based on available evidence.
- (i) Records and documents relating to medical certifications, re-certifications, or medical histories of Employees or Employees' family members created for purposes of this chapter must be maintained as confidential medical records separate from the usual personnel files. If the Americans with Disabilities Act (ADA) applies, then these records must comply with the ADA's confidentiality requirements.

SECTION 5

Section 224A.09 of the Saint Paul Legislative Code is hereby amended to read as follows:

Sec. 224A.09 Notice and posting.

The Department must publish and make available to Employers notices suitable for posting by Employers in the workplace informing Employees of their rights under this chapter. The Department may create combined notice information from other chapters of the Saint Paul Legislative Code that are also enforced by the Department.

Every Employer must post, in a conspicuous place at any workplace or job site in the City where any Employee works, where they can be readily observed and easily reviewed by Employees, the City-provided notices required by subsection (a). Every Employer must post the city-provided notices in English, and in any language spoken by Employees at the workplace or job site. If the Employees do not perform work at a workplace or job site in which the City-provided notices may be posted, this requirement may be satisfied by providing physical or electronic copies of the notices to each Employee or posting in a web- based or app-based platform through which an Employee performs work.

~~On an annual basis,~~ Employers must give notice ~~on an annual basis to~~ Employees of their rights under this chapter, including, ~~but not limited to, their right to be protected against that wage theft is prohibited, that an Employee has and~~ their right to report a violation, and notice that retaliation by an Employer against an Employee is prohibited.

An Employer that provides an Employee handbook to its Employees must include in the handbook notice of Employee rights under this chapter.

SECTION 6

Section 224A.12 of the Saint Paul Legislative Code is hereby amended to read as follows:

Sec. 224A.12 Investigation and ~~e~~Enforcement.

- (a) *Report of violations.* An Employee or other person may report to the Department any suspected violation of this chapter. Such reports may be filed only if the matter complained of occurred after the effective date of this chapter and within two (2) years prior to filing the report.
- (b) *Investigation process.* The Department ~~will have~~ has the authority to investigate possible violations of this chapter whenever it has reason to believe that any violation of this chapter has

occurred including but not limited to: on the basis of a report of a suspected violation, on the basis of any other credible information including violations found during the course of an investigation, when circumstances show that violations are likely to occur within a class of businesses because the workforce contains a significant number of Employees who are vulnerable to violations of this chapter or the workforce is unlikely to volunteer information regarding such violations.

- (1) *Notice of investigation.* To pursue a violation of this chapter, the Director must serve upon an Employer via U.S. mail a notice of investigation setting forth the allegations and pertinent facts. The notice of investigation must be accompanied by a request for a written position statement and may include a request for records or other information. The notice must also inform the Employer that retaliation for claiming rights under this chapter is a violation of this chapter and a basis for additional monetary damages. Within seven (7) days of the notice of investigation, an Employer must post or otherwise notify its Employees that the Department is conducting an investigation, using a form provided by the Department and displaying it on-site, in a conspicuous and accessible location. The notice must be in English and the primary language of the Employee(s) at the particular workplace. If display of the form is not feasible, including situations when the Employee works remotely or does not have a regular workplace, Employers may provide the form on an individual basis in the Employee's primary language in physical or electronic format that is reasonably conspicuous and accessible.
- (2) An Employer's position and response to any request for records must be provided to the Department as provided in the Department's rules. An Employer's failure to provide a position statement or to provide a full response to a request for records following the issuance of an administrative search warrant for such records, or any other reasonable request issued by the Department pursuant to an investigation, within thirty (30) days of ~~such request~~ the issuance of the administrative search warrant creates a rebuttable presumption of a violation of this chapter. An Employer that fails to respond to a request for records following the issuance of an administrative search warrant for such records may not use ~~such records or any~~ records not provided to the Department at any hearing held under this chapter, unless the Employer can show they had good cause to withhold the records.
- (3) Investigations must be conducted in an objective and impartial manner.
- (4) The Department must consider any statement of position or evidence with respect to the alleged violation which the complainant or Employer wishes to submit.
- (5) The Department may interview in private Employees regarding a matter under investigation.
- (6) In order to define the issues, determine which elements are undisputed, resolve those issues that can be resolved, and afford an opportunity to discuss or negotiate settlement, during investigation the Department may require a fact-finding conference or participation in another process, including but not limited to an investigative interview with the Employer or the complainant or any of their agents and witnesses.
- (7) Upon the consent of the Employer, the Director or an authorized representative may enter and inspect places of employment, during normal working hours, and inspect relevant information, including but not limited to the documents required by Section 224A.08 of this chapter, to enforce the law within the Department's jurisdiction and to carry out the purposes of this chapter. If an Employer refuses to permit entry into the Employer's place of employment, the Director may apply for an administrative order in district court in the county in which the place of employment is located requiring the Employer to permit entry of the Director or an authorized representative.
- (c) *Director notice of violation/determination of no violation.* Except when there is an agreed upon settlement, the Director must issue either a written notice of violation or a written notice of determination of no violation. In the case of a notice of a determination of no violation, the

Department must state the reason for declining. Every notice must be issued to the Employer and the complainant who filed the suspected violation report. The complainant may, within twenty-one (21) days, file a request for reconsideration of a notice of determination of no violation with the Director. The Director must provide a written response on the reconsideration within ten (10) days.

- (d) An Employee or other person who has reported a violation of this chapter may:
- (1) Bring a civil action in district court within forty-five (45) days after receipt of a notice of determination of no violation of this chapter.
 - (2) Bring a civil action in district court within forty-five (45) days upon notice that the Director has reaffirmed a determination of no violation of this chapter if the complainant requested reconsideration.
 - (3) For purposes of this clauses (1) and (2), notice is presumed to be five (5) days from the date of service by mail of the written notice.
- (e) *Contents of notice of violation.* If the Department determines that cause exists to believe that an Employer has violated this chapter, the Department ~~will~~must issue a notice of violation for failure to pay wages to the Employer. The notice ~~will~~must advise the Employer of the following ~~but may not be limited to:~~
- (1) That the City believes the Employer has failed to pay wages;
 - (2) The basis for the City's belief;
 - (3) The amount of restitution owed and penalty sought;
 - (4) That the Employer is entitled to a hearing before any restitution or penalty is imposed; and
 - (5) That the Employer can choose to admit or deny the allegations.
 - (a) If the Employer wishes to admit the allegations but contest the proposed restitution or sanction, the Employer may request a hearing before the city council regarding the proposed restitution or, if applicable, penalty.
 - (b) If the Employer wishes to deny the allegations, then the Employer must request a hearing before a hearing examiner.
 - (c) Failure to respond in writing within fifteen (15) working days of the notice of violation will be deemed an admission of the allegations and acceptance of the proposed restitution and, if applicable, penalty.
- (f) *Hearing before hearing examiner when denying allegations.*
- (1) The hearing examiner ~~will~~is responsible for hearing all evidence as may be presented on behalf of the City and the Employer. Both parties ~~will~~must be provided an opportunity to present evidence and argument as well as meet adverse testimony or evidence by reasonable cross-examination and rebuttal evidence. The hearing examiner may in their discretion permit other interested persons the opportunity to present testimony or evidence or otherwise participate in such hearing. Following the hearing, the hearing examiner ~~will~~must present to the city council proposed written findings of fact and conclusions of law together with a recommendation regarding the appropriate sanction, including restitution.
 - (2) *Record; evidence.* The hearing examiner ~~will~~is responsible for ~~receive and keep~~receiving and keeping record of such proceedings, including testimony and exhibits, and must receive and give weight to evidence, including hearsay evidence, which possesses probative value commonly accepted by reasonable and prudent persons in the conduct of their affairs.
 - (3) The City must prove that the Employer failed to pay wages by a preponderance of the evidence.
- (g) *City Council determination.*
- (1) The city council ~~will~~is responsible for ~~consider~~considering the evidence contained in the record, the hearing examiner's recommended findings of fact and conclusions, and must not consider any factual testimony not previously submitted to and considered by the

hearing examiner. The city council may accept, reject or modify the findings, conclusions and recommendations of the hearing examiner.

- (2) *City Council action.* The city council ~~will~~ is responsible for determine determining whether the Employer has failed to pay wages and must by resolution determine whether to adopt all or part of the findings, conclusions and recommendations of the hearing examiner.

- (3) *Imposition of costs.* The city council may impose upon any respondent some or all of the costs of a contested hearing before an independent hearing examiner. The costs of a contested hearing include, but are not limited to, the costs of the hearing examiner, stenographic and recording costs, copying costs, city staff and attorney time for which adequate records have been kept, rental of rooms and equipment necessary for the hearing, and the cost of expert witnesses. The city council may impose all or part of such costs in any given case if the position, claim or defense of the Employer was frivolous, arbitrary or capricious, made in bad faith, or made for the purpose of delay or harassment.

- (h) *Failure to exhaust administrative remedies.* If there is no appeal of the Director's determination of a violation or no violation, that determination constitutes the City's final decision. The failure to appeal the Director's determination by either the Employer or complainant constitutes a failure to exhaust administrative remedies, ~~which will serve~~ and serves as a complete defense to any petition or claim regarding the Director's determination.

SECTION 7

Sections 224A.16 of the Saint Paul Legislative Code is hereby amended to read as follows:

Sec. 224A.16 Preemption.

Nothing in this ~~article~~ chapter is to be interpreted or applied so as to create any power or duty in conflict with federal or state law. No provision of this ~~article~~ chapter applies to any Employer that is operating under the protection of the bankruptcy court or under receivership or under a trustee appointed by a court of competent jurisdiction.

SECTION 8

Sections 224A.17 of the Saint Paul Legislative Code is hereby amended to read as follows:

Sec. 224A.17 No assumption of liability.

In undertaking the adoption and enforcement of this ~~article~~ chapter, the City is undertaking only to preserve and protect safety, health, and general welfare. The City is not assuming liability, nor is it imposing on its officers and Employees, an obligation for breach of which it is liable in money damages to any person who claims that such breach proximately caused injury. This ~~article~~ chapter does not create a legally enforceable right against the City.

SECTION 9

Sections 224A.18 of the Saint Paul Legislative Code is hereby amended to read as follows:

Sec. 224A.18 Severability.

If any of the parts or provisions of this ~~article~~ chapter or the application thereof to any person or circumstance is held invalid or unconstitutional by a decision of a court of competent jurisdiction, the remainder of this ~~article~~ chapter, including the application of such part or provisions to persons or circumstances other than those to which it is held invalid, ~~will~~ is not be affected thereby and will continue in full force and effect. To this end, the provisions of this ~~article~~ chapter are severable.

SECTION 10

This ordinance shall take effect and be in force thirty (30) days following its passage, approval and publication.



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: Ord 25-57

File ID: Ord 25-57

Type: Ordinance

Status: Agenda Ready

Version: 1

Contact Number: 2668730

In Control: City Council

File Created: 09/11/2025

File Name: Amending Chapter 233 of the Saint Paul Legislative Code

Final Action:

Title: Amending Chapter 233 of the Legislative Code to align with State law changes.

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments:

Financials Included?:

Contact Name: Libby Kantner

Hearing Date:

Entered by: riddhi.mistry@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File Ord 25-57

Amending Chapter 233 of the Legislative Code to align with State law changes.

SECTION 1

WHEREAS, the City of Saint Paul (the "City") passed Saint Paul Legislative Code, Chapter 233, the earned sick and safe time ordinance (the "Ordinance") on September 7, 2016, to ensure that all workers in the City can address their own health needs and the health needs of their family members by requiring employers to provide a minimum level of earned sick leave, including leave for care for family members; to diminish public and private health-care costs and promote preventative health services in the City by enabling workers to seek routine medical care for themselves and their family members; to protect the public's health in the City by reducing the risk and spread of contagion; to assist victims of domestic abuse and their family members by providing them with job-protected paid leave away from work to allow them to receive treatment and take the necessary steps to ensure their protection; to promote the economic security and stability of workers and their families, as well as businesses serving the City and its residents; to protect residents and all workers in the City from losing their jobs or facing discipline as a result of illness and use of sick leave to care for themselves or their family members; and to safeguard the public welfare, health, safety, and prosperity of the people in the City; and

WHEREAS, the City has from time to time amended the Ordinance; and

WHEREAS, in 2024 and 2025, the State of Minnesota amended sick and safe protections for employees across the State of Minnesota (the "State") pursuant to Minnesota Statutes, Sections 181.9445-.9448; and

WHEREAS, the City wishes to align the Ordinance with the State's protections to ensure uniform compliance procedures for employers and maximum protections for employees; and

WHEREAS, the City further wishes to align the Ordinance with certain standards and requirements in the City's minimum wage and wage theft ordinances to reduce confusion and ensure uniform trainings, investigations and enforcement; and

WHEREAS, the City's Human Rights and Equal Economic Opportunity Department (the "Department") investigates and enforces the Ordinance and to strengthen those investigations and enforcement, the City wishes to amend the Ordinance to incorporate the process for the Department to petition the court for an administrative search warrant to obtain documents when necessary; and now therefore, be it

RESOLVED, the City of Saint Paul does hereby ordain:

SECTION 2

Chapter 233 of the Saint Paul Legislative Code is hereby amended to read as follows:

Chapter 233. Public Health, Safety and Welfare

Sec. 233.01. Statement of legislative purpose and intent.

The purposes of this chapter are:

- (1) To ensure that all workers in the City of Saint Paul can address their own health needs and the health needs of their ~~family members~~Family Members by requiring employers to provide a minimum level of earned sick leave, including leave for care for ~~family members~~Family Members;
- (2) To diminish public and private health-care costs and promote preventative health services in the City of Saint Paul by enabling workers to seek routine medical care for themselves and their ~~family members~~Family Members;
- (3) To protect the public's health in Saint Paul by reducing the risk and spread of contagion;
- (4) To assist victims of domestic abuse and their ~~family members~~Family Members by providing them with job-protected paid leave away from work to allow them to receive treatment and take the necessary steps to ensure their protection;
- (5) To promote the economic security and stability of workers and their families, as well as businesses serving the City of Saint Paul and its residents;
- (6) To protect residents and all workers in the City of Saint Paul from losing their jobs or facing discipline as a result of illness and use of sick leave to care for themselves or their ~~family members~~Family Members; and
- (7) To safeguard the public welfare, health, safety, and prosperity of the people in the City of Saint Paul.

The council recognizes that its objective of promoting the overall health and safety of the residents and workers in the City of Saint Paul by reducing the risk of and spread of communicable disease and contagion, in a manner that is fair and reasonable to both employees and employers, is accomplished by enacting the following regulations which are intended to achieve the purposes of this chapter.

Sec. 233.02. Definitions.

For purposes of this chapter, the following definitions apply:

Base Rate means

for Employees paid on an hourly basis, the same rate received per hour of work;
for Employees paid on an hourly basis who receive multiple hourly rates, the rate the
Employee would have been paid for the period of time in which leave was taken;
for Employees paid on a salary basis, the same rate guaranteed to the Employee as if the
Employee had not taken the leave; and
for Employees paid solely on a commission, piece rate, or any basis other than hourly or
salary, a rate no less than the applicable local, state, or federal minimum wage,
whichever is greater.

For purposes of this section and section 233.03, base rate does not include commissions;
shift differentials that are in addition to an hourly rate; premium payments for overtime work;
premium payments for work on Saturdays, Sundays, holidays, or scheduled days off;
bonuses; or gratuities as defined by Minn. Stat. § 177.23.

City means the City of Saint Paul.

Code means the legislative code of the City of Saint Paul, title II of the Saint Paul code of ordinances.

Council means the city council of the City of Saint Paul.

Department means the ~~department~~Department of human rightsHuman Rights and equal-economic opportunityEqual Economic Opportunity or any ~~department~~Department or office that by ordinance or resolution is designated the successor to the ~~department~~Department.

Director means the director of the ~~department of human rights and equal economic opportunity~~or his or herDepartment or the Director's designee.

Domestic Abuse has the meaning given in Minn. StateStat. § 518B.01 or a successor statute.

Earned Sick and Safe Time (ESST) means leave, including paid time off and other paid leave systems, that is paid at the same ~~hourly-base~~ rate as an Employee earns from employment that may be used for the same purposes and under the same conditions as provided under section 233.04, paragraph (2) of this chapter, but in no case ~~shall~~may this ~~hourly-base~~ rate be less than that provided under chapter 224 of the Code or other applicable minimum wage law.

Employee means any person who is employed by an Employer, including temporary and part-time employees, who ~~performs~~is anticipated by the Employer to perform work within the geographic boundaries of the ~~city~~City for at least eighty (80) hours in a year for that Employer. For purposes of this chapter, Employee does not include:

An independent contractor; or

An individual who is an elected official or a person who is appointed to fill a vacancy in an elected office as part of a legislative or governing body of Minnesota or a political subdivision; or

- (3) an individual employed by an air carrier as a flight deck or cabin crew member who:
- (a) Is subject to United States code, title 45, section 181a farmer, family farm, or a family farm corporation to 188;
 - (b) Worksprovide physical labor on or management of a farm if the farmer, family farm, or family farm corporation employs the individual to perform work for 28 days or less than a majority of their hours within the geographic boundaries of Saint Paul in a calendareach year; and
 - (c) Is provided with paid leave equal to or exceeding the amounts in section 233.03.

Employer means a person who has one (1) or more Employees. Employer includes an individual, a corporation, a partnership, a business trust, an association, a nonprofit organization, or a group of persons. In the case of an Employee leasing company or professional employer organization, the taxpaying employer, as described in Minn. Stat., § 268.046, subdivision 1, remains the employer. In the case of an individual provider within the meaning of ~~section~~Minn. Stat., § 256B.0711, subdivision 1, paragraph (d), the employer includes any participant within the meaning of ~~section~~Minn. Stat., § 256B.0711, subdivision 1, paragraph (e), or participant's representative within the meaning of ~~section~~Minn. Stat., § 256B.0711, subdivision 1, paragraph (f). ~~If in the event~~

~~that~~ a temporary Employee is supplied by a staffing agency, absent a contractual agreement stating otherwise, ~~the that~~ individual ~~shall~~ is an Employee of the staffing agency for all purposes of this Chapter, chapter 233 of the Code. For purposes of this chapter, Employer does not include:

- (1) The United States government;
- (2) The ~~state~~ State of Minnesota, including any ~~office~~ office, department, agency, authority, institution, association, society, or other body of the state including the legislature and the judiciary;
- (3) Any county or local government except the ~~City of Saint Paul~~.

Family Member means

- (1) An Employee's:
 - (a) Child, foster child, adult child, legal ward, child for whom the Employee is the legal guardian, or child to whom the Employee stands or stood in loco parentis;
 - (b) Spouse or registered domestic partner;
 - (c) Sibling, stepsibling, or foster sibling;
 - (d) Biological, adoptive, or foster parent, stepparent, or a person who stood in loco parentis when the Employee was a minor child;
 - (e) Grandchild, foster grandchild, or stepgrandchild;
 - (f) Grandparent or stepgrandparent;
 - (g) A child of a sibling of the Employee;
 - (h) A sibling of the parents of the Employee; or
 - (i) A child-in-law or sibling-in-law.
- (2) Any of the Family Members listed in clause (1) of a spouse or registered domestic partner;
- (3) Any other individual related by blood or whose close association with the Employee is the equivalent of a family relationship; and
- (4) Up to one (1) individual annually designated by the Employee.

Harassment has the meaning given in Minn. Stat. §609.748 or a successor statute.

Health care professional means any person licensed, certified, or otherwise authorized under federal or state law to provide medical or emergency services, including doctors, physician assistants, nurses, advanced practice registered nurses, mental health professionals, and emergency room personnel.

Independent Contractor has the meaning defined in ~~the Labor and Industry Chapters of the Minn. Stats. §§ 181.723 and 176.042, as defined in 043, Minnesota Rules Chapter 5224, or as defined in any subsequent or related statutes or rules.~~

Prevailing wage rate has the meaning given in Minn. Stats. § 177.42 and as calculated by the ~~state department of labor and industry.~~

Piece rate means a form of compensation where Employees are paid per unit of work completed.

Sexual Assault means an act ~~that constitutes a violation~~ described under Minn. Stats. §§ 609.342 to 609.3453 or § 609.352 or a successor statute.

Stalking has the meaning given in Minn. ~~Stats~~ Stat. § 609.749 or a successor statute.

Year means a regular and consecutive 12-month period, ~~either calendar or fiscal~~, as determined by an Employer and clearly communicated to each Employee of that Employer.

Sec. 233.03. Accrual of Earned Sick and Safe Time.

- (a) *When Employees accrue.* Employees ~~shall~~ accrue Earned Sick and Safe Time at the commencement of employment. ~~For individuals who are employed on the date this ordinance takes effect, accrual shall begin on the date this ordinance takes effect.~~
- (b) *Accrual.* Employees accrue a minimum of one (1) hour of Earned Sick and Safe Time for every thirty (30) hours worked within the geographic boundaries of the City. Earned Sick and Safe Time ~~shall~~ accrues only in hour-unit increments; ~~there shall with~~ no accrual of a fraction of an

hour of Earned Sick and Safe Time. Employers are not required to allow accrual of more than forty-eight (48) hours in a single ~~calendar or fiscal~~ Year, but may agree to provide more hours upon agreement with their Employee(s).

(c) *Carry over.*

(1) Except as provided in paragraph (2) of this subsection, Employers must permit an Employee ~~who has worked within the geographic boundaries of the City during more than one (1) Year~~ to carry over a minimum of eighty (80) hours of accrued but unused Earned Sick and Safe Time into the following Year. ~~Time carried over is limited to, and Employers must allow Employees to accrue up to up to eighty (80) hours of Earned Sick and Safe Time unless the Employer agrees with their Employee(s) to a higher amount.~~

(2) In lieu of permitting the carryover of accrued but unused ~~sick~~ Earned Sick and ~~safe-time~~ Safe Time into the following Year as provided under paragraph (1) of this subsection, an Employer may provide an Employee with Earned Sick and Safe Time for the Year that meets or exceeds the requirements of this section that is available for the Employee's immediate use at the beginning of the subsequent Year as follows:

- a. Forty-eight (48) hours, if an Employer pays an Employee for accrued but unused Earned Sick and Safe Time at the end of a Year at the same ~~hourly base~~ rate as an Employee earns from employment and in no case at a rate less than that provided under Chapter 224 of the Code, or any applicable minimum wage law; or
- b. Eighty (80) hours, if an Employer does not pay an Employee for accrued but unused Earned Sick and Safe Time at the end of a Year ~~at the same or greater hourly rate as an Employee earns from employment. In no case shall this hourly rate be less than that provided under Chapter 224 of the Code, or any applicable minimum wage law.~~

An Employer opting to comply with accrual requirements under this paragraph must apply the same method of compliance to all ~~employees~~ Employees.

(d) An Employer may comply with this chapter and is not required to provide additional Earned Sick and Safe Time by providing a paid-leave policy, including those made up of a combination of sick, personal, and vacation leave, provided that the policy:

- (1) Provides Employees an amount of total paid leave that is consistent with this chapter;
- (2) The leave may be used for the same purposes as provided in this chapter;
- (3) The leave may be used under the same conditions as provided in this chapter;
- (4) The leave is sufficient to meet the requirements for Earned Sick and Safe Time as stated in subsections (a)-(c) of this section; and
- (5) The leave provided is at least sufficient to satisfy requirements under Minnesota state law.

(e) An Employer is not required to provide financial or other reimbursement to an ~~employee~~ Employee upon the ~~employee's~~ Employee's termination, resignation, retirement, or other separation from employment for Earned Sick and Safe Time that the ~~employee~~ Employee has not used.

Sec. 233.04. Use of Earned Sick and Safe Time.

(a) An Employee may use accrued Earned Sick and Safe Time ~~shall be provided to an Employee by an Employer for:~~

- (1) An Employee's:
 - a. Mental or physical illness, injury, or other health condition;
 - b. Need for medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition; ~~or~~
 - c. Need for preventive medical or health care; or
 - d. Need to make arrangements for or attend funeral services or a memorial, or address financial or legal matters that arise after the death of a Family Member;
- (2) The Employee to provide care to a Family Member:

- a. With a mental or physical illness, injury, or other health condition;
 - b. Who needs medical diagnosis, care, or treatment of a mental or physical illness, injury, or other health condition; or
 - c. Who needs preventive medical or health care;
- (3) An absence due to Domestic Abuse, Sexual Assault, Harassment or stalking of the Employee or Employee's Family Member, provided the absence is to:
- a. Seek medical attention related to physical or psychological injury or disability caused by Domestic Abuse, Sexual Assault, Harassment or Stalking;
 - b. Obtain services from a victim-services organization;
 - c. Obtain psychological or other counseling;
 - d. Seek relocation or take steps to secure an existing home due to Domestic Abuse, Sexual Assault, Harassment, or Stalking; or
 - e. Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from Domestic Abuse, Sexual Assault, Harassment or Stalking.
- (4) The closure of the Employee's place of business due to weather or other public emergency or an Employee's need to care for a Family Member whose school or place of care has been closed due to weather or other public emergency;
- a. An Employee may not use Earned Sick and Safe Time under this clause (4) if:
- 1. The Employee's preassigned or foreseeable work duties during a public emergency or weather event would require the Employee to respond to the public emergency or weather event;
 - 2. The Employee is a firefighter; a peace officer subject to licensure under Minn. Stat. §626.84 to 626.863; a 911 telecommunicator as defined in Minn. Stat. §403.02, subdivision 17c; a guard at a correctional facility; or a public employee holding a commercial driver's license;
 - 3. One of the following two conditions are met:
 - i. The Employee is represented by an exclusive representative under Minn. Stat. §179A.03, subdivision 8, and the collective bargaining agreement or memorandum of understanding governing the Employee's position explicitly references Minn. Stat. §181.9447, subd. 1, clause 4, and clearly and unambiguously waives application of that section for the Employee's position; or
 - ii. The Employee is not represented by an exclusive representative, the Employee is needed for the Employer to maintain minimum staffing requirements, and the Employer has a written policy explicitly referencing Minn. Stat. §181.9447, subd. 1, clause 4, that is provided to such Employees in a manner that meets the requirements of other Earned Sick and Safe Time notices under Minn. Stat. §181.9447, subd. 9.
- (5) The Employee's inability to work or telework because the Employee is: (i) prohibited from working by the Employer due to health concerns related to the potential transmission of a communicable illness related to a public emergency; or (ii) seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, a communicable disease related to a public emergency and such Employee has been exposed to a communicable disease or the Employee's Employer has requested a test or diagnosis;
- (6) When it has been determined by the health authorities having jurisdiction or by a Health Care Professional that the presence of the Employee or Family Member of the Employee in the community would jeopardize the health of others because of the exposure of the Employee or Family Member of the Employee to a communicable disease, whether or not the Employee or Family Member has actually contracted the communicable disease. For the purposes of this subdivision, a public emergency ~~shall~~ include a declared

emergency as defined in Minn. Stat. § 12.03 or a declared local emergency under Minn. Stat. § 12.29.

- (b) Employees may use Earned Sick and Safe Time in the ~~smallest~~same time increment of time ~~tracked by the Employer's payroll system for which Employees are paid,~~ provided ~~such increment an Employer is not required to provide leave in less than 15-minute increments nor can the Employer require use of Earned Sick and Safe Time in more than four (4) hours-hour increments.~~
- (c) An Employer must compensate an ~~employee~~Employee for used Earned Sick and Safe Time at the Employee's ~~standard hourly base rate, for hourly Employees, or an equivalent rate, for salaried Employees.~~
 - (1) Employees are not entitled to compensation for lost tips or commissions and compensation is required only for hours that an Employee is scheduled to have worked.
 - (2) During any use of Earned Sick and Safe Time, the Employer must maintain coverage under any group insurance policy, group subscriber contract, or health care plan for the Employee and any dependents, as if the Employee was being paid for work rather than using Earned Sick and Safe Time, provided, however, that the Employee must continue to pay any Employee share of the cost of such benefits.
 - (3) An Employee returning from a leave under this section is entitled to return to employment at the same rate of pay the Employee had been receiving when the leave commenced, plus any automatic adjustments in the Employee's pay scale that occurred during the leave period. The Employee returning from a leave is entitled to retain all accrued pre-leave benefits of employment and seniority as if there had been no interruption in service, provided that nothing under this section prevents the accrual of benefits or seniority during the leave pursuant to a collective bargaining or other agreement between the Employer and Employees.
 - (4) An Employee, by agreement with the Employer, may return to work part time during the leave period without forfeiting the right to return to employment at the end of the leave, as provided under this section.
- (d) An Employer may require notice of the need for use of Earned Sick and Safe Time as provided in this paragraph. If the need for use is foreseeable, an Employer may require advance notice of the intention to use Earned Sick and Safe Time but must not require more than seven (7) days' advance notice. If the need is unforeseeable, an Employer may require an Employee to give notice of the need for Earned Sick and Safe Time as soon as practicable. An Employer that requires notice of the need to use Earned Sick and Safe Time in accordance with this subdivision ~~shall~~must have a written policy containing reasonable procedures for Employees to provide notice of the need to use Earned Sick and Safe Time, and ~~shall~~ provide a ~~written~~ copy of the ~~written~~such policy to Employees. If a copy of the written policy has not been provided to an Employee, an Employer ~~must~~shall not deny the use of Earned Sick and Safe Time to the Employee on that basis.
- (e) It is not a violation of this chapter for an Employer to require reasonable documentation that the Earned Sick and Safe Time is covered by paragraph (a) of this section for absences of more than ~~three (3)~~ two (2) consecutive ~~days-scheduled workdays.~~
 - (1) For Earned Sick and Safe Time under section 233.04(a)(1), (2), (5), and (6) reasonable documentation may include a signed statement by a Health Care Professional indicating the need for use of Earned Sick and Safe Time. However, if the Employee or Employee's Family Member did not receive services from a Health Care Professional, or if documentation cannot be obtained from a Health Care Professional in a reasonable time or without added expense, then reasonable documentation for the purposes of this paragraph may include a written statement from the Employee indicating that the Employee is using or used Earned Sick and Safe Time for a qualifying purpose covered by section 233.04(a)(1), (2), (5), or (6).
 - (2) For Earned Sick and Safe Time under section 233.04(a)(3), an Employer must accept a

- court record or documentation signed by a volunteer or ~~employee~~ Employee of a victim services organization, an attorney, a police officer, or an antiviolence counselor as reasonable documentation. If documentation cannot be obtained in a reasonable time or without added expense, then reasonable documentation for the purposes of this paragraph may include a written statement from the Employee indicating that the Employee is using or used Earned Sick and Safe Time for a qualifying purpose under section 233.04(a)(3).
- (3) For Earned Sick and Safe Time to care for a Family Member under section 233.04(a)(4), an Employer must accept as reasonable documentation a written statement from the Employee indicating that the Employee is using or used Earned Sick and Safe Time for a qualifying purpose ~~as reasonable documentation under section 233.04(a)(4).~~
 - (4) An Employer must not require disclosure of details relating to Domestic Abuse, Sexual Assault, Harassment or Stalking or the details of an Employee's or an Employee's Family Member's medical condition as related to an Employee's request to use Earned Sick and Safe Time under this section.
 - (5) Written statements by an Employee may be written in the Employee's first language and need not be notarized or in any particular format.
- (f) An Employer may not require, as a condition of an Employee's using Earned Sick and Safe Time, that the Employee find a replacement worker to cover the hours during which the Employee uses Earned Sick and Safe Time.
- ~~(g) An employer may opt to satisfy the requirements of this chapter for construction industry employees by:-~~
- ~~(1) Paying at least the Prevailing Wage rate as defined by Minn. Stats., § 177.42 and as calculated by the state department of labor and industry; or~~
 - ~~(2) Paying at least the required rate established in a registered apprenticeship agreement for apprentices registered with the state department of labor and industry.~~
- ~~An employer electing this option shall be deemed in compliance with this chapter for construction industry employees who receive either at least the Prevailing Wage rate or the rate required in the applicable apprenticeship agreement regardless of whether the employees are working on private or public projects.~~
- ~~(h)(g)~~ The provisions of this chapter may be waived by a collective bargaining agreement with a bona fide building and construction trades labor organization that has established itself as the collective bargaining representative for the affected building and construction industry Employees, provided that for such waiver to be valid, it ~~must~~ shall explicitly reference ~~sections 233.02 to 233.11 of the Code~~ this chapter and clearly and unambiguously waive application of those sections to such Employees.
- ~~(i) An Employer is only required to allow an Employee to use Earned Sick and Safe Time that is accrued pursuant to this chapter when the Employee is scheduled to perform work within the geographic boundaries of the City of Saint Paul. An employer may allow use of Earned Sick and Safe Time when an Employee is scheduled to perform work for the Employer outside of the City of Saint Paul.~~
- (h) An individual provider, as defined in Minn. Stat. §256B.0711, subdivision 1, paragraph (d), who provides services through a consumer support grant under Minn. Stat. §256.476, consumer-directed community supports under Minn. Stat. §256B.4911, or community first services and supports under Minn. Stat. §256B.85, to a Family Member who is a participant, as defined in Minn. Stat. §256B.0711, subdivision 1, paragraph (e), may individually waive the provisions of this chapter for the remainder of the participant's service plan year, provided that the funds are returned to the participant's budget. Once an individual provider has waived the provisions of this chapter, they may not accrue Earned Sick and Safe Time until the start of the participant's next service plan year.

Sec. 233.05. Confidentiality and nondisclosure.

- (a) Except as provided in subsection (b) of this section, an Employer shall maintain the confidentiality of information provided by the Employee or others in support of an Employee's request for Earned Sick and Safe Time, including health or medical information regarding an Employee or Employee's Family Member and the fact that the Employee or Employee's Family Member is a victim of Domestic Abuse, Sexual Assault, Harassment or Stalking; that the Employee has requested or obtained leave under this chapter; and any written or oral statement, documentation, record, or corroborating evidence provided by the Employee.
- (b) Information given by an ~~employee~~Employee may be disclosed by an Employer only if it is:
 - (1) Requested or consented to by the Employee;
 - (2) Ordered by a court or administrative agency; or
 - (3) Otherwise required by applicable federal or state law.
- (c) Records and documents relating to medical certifications, recertifications, or medical histories of Employees or Family Members of Employees created for purposes of section 233.13 or sections 233.02 to 233.11 must be maintained as confidential medical records separate from the usual personnel files. At the request of the Employee, the Employer must destroy or return the records required by sections 233.02 to 233.11 that are older than three (3) years prior to the current calendar year-, unless state or federal law, rule, or regulation requires the Employer to retain such records.
- (d) Employers may not discriminate against any ~~employee~~Employee based on records created for the purposes of this chapter.

Sec. 233.06. Exercise of rights protected; retaliation prohibited.

- (a) An Employer shall not discharge, discipline, penalize, interfere with, threaten, restrain, coerce, or otherwise retaliate or discriminate against a person because the person has exercised or attempted to exercise rights protected under this chapter, including but not limited to because the person requested Earned Sick and Safe Time, used Earned Sick and Safe Time, requested a statement of accrued Earned Sick and Safe Time, informed any person of their potential rights under this chapter, made a complaint or filed an action to enforce a right to Earned Sick and Safe Time under this chapter, or is or was participating in any manner in an investigation, proceeding, or hearing under this chapter. ~~It shall be unlawful, and a violation of this chapter for an Employer or any other person to discipline, discharge, penalize, interfere with, threaten, restrain, coerce, or deny the exercise of, or the attempted exercise of, any right protected under this chapter.~~
- (1) ~~Such rights include, but are not limited to, the right to accrue Earned Sick and Safe Time pursuant to this chapter; the right to make inquiries about the rights protected under this chapter; the right to inform others about their rights; the right to inform the person's Employer, union, or similar organization, and/or the person's legal counsel or any other person about an alleged violation; the right to file an oral or written complaint with the Department or bring a civil action for an alleged violation; the right to cooperate with the Department in its investigations; the right to testify in a proceeding under or related to this; the right to refuse to participate in an activity that would result in a violation of City, state, or federal law; and the right to oppose any policy, practice, or act that is unlawful under this chapter.~~
- (2b) ~~No~~It is unlawful for an Employer or any other person shall communicate to a person exercising rights protected under this section, directly or indirectly, the willingness to inform a government employee that the person is not lawfully in the United States, or to report, or to make an implied or express assertion of a willingness or threaten to report, the actual or suspected citizenship or immigration status of an employee or a Family Member of the Employeea person or their family member to a federal, state, or local agency because the Employee has exercised afor exercising or attempting to exercise any right protected under this chapter.
- (bc) An Employer ~~shall~~ must not take any adverse employment action or in any other manner

discriminate against an Employee because the Employee has exercised in good faith the rights protected under this chapter. It ~~shall be~~ is unlawful for an Employer's absence control policy or attendance point system to count Earned Sick and Safe Time taken under this chapter as an absence that may lead to or result in retaliation or any other adverse action.

(ed) A person injured by a violation of this section may bring a civil action in the district court to recover any and all damages recoverable at law, together with costs and disbursements, including, but not limited to, reasonable attorney's fees, backpay and reinstatement to the person's previous position, wages, benefits, hours, and other conditions of employment; and may receive injunctive and other equitable relief as determined by the court.

(ee) It ~~shall be~~ is a rebuttable presumption of retaliation if an Employer or any other person ~~takes an adverse action~~ disciplines, discharges, penalizes, interferes with, threatens, restrains, coerces, or otherwise retaliates or discriminates against ~~a person~~ an Employee within ninety (90) days of the person's exercise of rights protected in this ~~section~~ chapter. However, in the case of seasonal work that ends before the close of the 90-day period, the presumption also applies if the Employer fails to rehire a former Employee at the next opportunity for work in the
s



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES PH 25-186

File ID: RES PH 25-186

Type: Resolution-Public Hearing

Status: Agenda Ready

Version: 1

Contact 651-266-8497
Number:

In Control: City Council

File Created: 08/20/2025

File Name: 642 Selby - Rondo CLT Accept DEED Grant funds

Final Action:

Title: Accepting grant funds, authorizing execution of a grant agreement (with indemnity obligations and other documents related thereto) and amending the operating budget with respect to the City's sponsorship of a Minnesota Department of Employment and Economic Development (DEED) Contamination Cleanup grant for the benefit of The Rondo Community Land Trust's Mixed-Use Redevelopment at 642 Selby Avenue (District 16, Ward 1).

Notes:

Agenda Date: 09/17/2025

Sponsors: Bowie

Enactment Date:

Attachments: Attachment A 642 Selby Ave DEED (Rondo CLT)
RES PH 25-186 Chia 9.3.25

Financials Included?:

Contact Name: Anne Kane

Hearing Date:

Entered by: anne.kane@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES PH 25-186

Accepting grant funds, authorizing execution of a grant agreement (with indemnity obligations and other documents related thereto) and amending the operating budget with respect to the City's sponsorship of a Minnesota Department of Employment and Economic Development (DEED) Contamination Cleanup grant for the benefit of The Rondo Community Land Trust's Mixed-Use Redevelopment at 642 Selby Avenue (District 16, Ward 1).

See Attachment.

WHEREAS, in RES 25-579, the Saint Paul City Council resolved that the City of Saint Paul (the "City") may act as the legal sponsor in connection with a Contamination Cleanup grant application for the benefit of The Rondo Community Land Trust (Rondo CLT) and, thereby, authorized an application to DEED related to Rondo CLT's project located at 642 Selby Avenue ("Application"); and

WHEREAS, the DEED accepted the Application and awarded the City a \$102,808 Contamination Cleanup grant for the benefit of Rondo CLT for such site ("Grant Funds"); and

WHEREAS, the DEED Contamination Cleanup grant contract ("Grant Agreement") requires the City

to indemnify DEED; and

WHEREAS, the Mayor, pursuant to Section 10.07.1 of the Saint Paul City Charter, does certify that there are available for appropriation funds of \$102,808 in excess of those estimated in the operating budget; now, therefore, be it

RESOLVED by the Saint Paul City Council:

1. Upon the recommendation of the Mayor, that the \$102,808 is available for appropriation in the Operating Budget, the City Council hereby authorizes and approves said budget, as heretofore adopted by the City Council, to be amended as outlined in the attached financial analysis.
2. the City Council hereby authorizes and approves entering into the Grant Agreement with DEED that includes an indemnification clause to accept and implement the Grant Funds consistent with the Application and applicable compliance requirements.
3. the City Council hereby authorizes and approves the City entering into a subgrant agreement(s) or loan documents with the redeveloper of the site, The Rondo Community Land Trust (or another entity owned and controlled by it that has an interest in the subject property), for the disbursement of the Grant Funds consistent with the Application, the Grant Agreement, and applicable compliance requirements.
4. the City Council hereby authorizes and approves City staff to take all actions necessary to carry out the activities authorized by this Resolution, including finalizing all documents and agreements necessary to effectuate the activities to be undertaken by this Resolution, subject to approval by the City Attorney's Office.
5. Proper City officials are hereby authorized and approved to execute any and all documents in connection with this Resolution, subject to approval by the City Attorney's Office.
6. This Resolution does not constitute a binding legal agreement; rather, the action taken herein shall not be effective until said documents are executed by the appropriate official(s) of the City.

City of Saint Paul Financial Analysis Template Instructions

Purpose of the Fiscal Analysis Template:

- Provide summary information of the fiscal impact of financial resolutions that come before the Mayor and City Council
- Provide accurate accounting information (codes, and amounts) so that budget amendments can be reflected in the Infor system.
- Resolutions and administrative orders without this information will not be approved by OFS, and will be returned to the resolution drafter.

Financial Analysis Template

- Provide the requested information in the [Financial Analysis Template \(green tab\)](#) of this file. Pop-up windows will appear throughout the file to provide more details on what information is required.
- Complete the **top section** (line #s 1-27) of the Financial Analysis Template for any finance related resolutions, including:
 - Grants: applying for, accepting, and budgeting
 - Donations: soliciting, accepting, and budgeting
 - Budget amendments: both resolutions and administrative orders
 - All other resolutions with a financial impact
- Required fields are marked with red font or borders.
- **General Ledger (GL) - Annual Budget**
 - Complete the **General Ledger** section for all changes to the annual budget
 - Provide accurate **GL account codes**: Company, Accounting Unit (fund-department-cost center), Account
 - If you need help with GL codes, check the Chart of Accounts crosswalk on the intranet or contact Lori Lee x68822
 - This section is required for all changes to the budget via budget amendment or administrative order
- **Activity Ledger (AC) - Life to Date Activity Budget**
 - Complete the **Activity Ledger** section in addition to the GL section for changes to the following budgets:
 - Grants
 - Capital and Capital Bond Proceeds
 - STAR
 - TIF
 - HRA
 - Provide accurate **AC account codes**: Activity Group, Activity, Account Category
 - If you need help with AC codes, check the Chart of Accounts crosswalk on the intranet or contact Patty Germain x68807

Budget Reference Tabs

- The [Operating Budget Reference](#) and [CIB Budget Reference](#) pages (blue tabs) contain guidance on what kind of Mayoral and/or Council action is required for budget changes to the operating and capital budgets. Charter and administrative code citations for various financial resolutions are also provided.
- If you have questions about what is required to accomplish a particular financial action, please contact your budget analyst.

City of Saint Paul Financial Analysis

1	<u>File ID Number:</u>	RES PH 25-186		
2				
3	<u>Budget Affected:</u>	Operating Budget	PED	Special Fund
4				
5	<u>Total Amount of Transaction:</u>	\$102,808		
6				
7	<u>Funding Source:</u>	Grant		
8				
9		Appropriation already included in budget?		No
10				
11	<u>Charter Citation:</u>	10.07.1		

Fiscal Analysis

Accepting funds from Minnesota's Department of Employment and Economic Development (DEED) Contamination Clean Up Grant Program of \$102,808 for Rondo CLT's Mixed-Use Redevelopment (642 Selby Avenue) project.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

(Action Accomplished)

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET

TOTAL:

Financing Changes

(Action Accomplished)

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET

TOTAL:

ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET

Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.

Spending Changes

(Action Accomplished)

Life to Date Activity Budget				CURRENT		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET

G-PED	G5125702210058	73220	2025 Rondo CLT 642 Selby (DEED)	-	102,808.00	102,808.00
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TOTAL:

Financing Changes

(Action Accomplished)

Life to Date Activity Budget				CURRENT		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET

G-PED	G5125702210058	43410	2025 Rondo CLT 642 Selby (DEED)	-	(102,808.00)	(102,808.00)
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TOTAL:

Operating Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
1.) Recognize additional/unanticipated revenues (Ex. Outperforming revenues, outside donations, etc.)	Budget Amendment Resolution and Public Hearing	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget - Amend spending and financing to recognize new revenue in the appropriate company and activity	C.C. 10.07.1
2.) Accept a Grant a.) If no budget has previously been established for the grant	Award Letter and/or Grant Agreement Budget Amendment Resolution and Public Hearing	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget - Amend spending and financing to recognize the grant in the appropriate company and activity	C.C. 10.07.1 Admin 41.03
b.) Previously established grant budget	Award Letter and/or Grant Agreement Resolution Accepting the Grant Funds (No public hearing needed)	- Accept the awarded grant funds - Include in the resolution that the grant funds were included in the current year's budget	
3.) Transfer Appropriations within Departments: a.) Within the same Fund/Company	Administrative Order (A.O.)	- Mayor may transfer any unencumbered appropriation balances within a department - Administrative order is prepared to execute the transfer	C.C. 10.07.4
b.) Between Funds/Companies	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between companies - Amend spending and financing to recognize transfer	C.C. 10.07.4

Operating Budget Changes Procedures Guide

2/14/2014

In order to:		Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
4.)	Transfer Appropriations between Departments			
	a.) Within the same Fund/Company	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
	b.) Between Funds/Companies	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
5.)	Allow appropriations to lapse (non-capital improvement dollars)	None	- No action required.	C.C. 10.08
	For Lapse of appropriations - Capital improvements see City Charter 10.09.		-All non-encumbered appropriations will fall to fund balance at the end of the fiscal year.	
	For guidance on budget change procedures for accomplished or abandoned projects, see the CIB Project and Budget Changes Procedures Guide, numbers 1, 2, and 6.		- All encumbered appropriations will be re-appropriated in the following fiscal year's budget for the same purposes	
6.)	Enact Emergency Appropriation	Emergency is defined as "a sudden or unforeseen situation affecting life, health, property, or the public peace or welfare that requires immediate council action", C.C. 6.06 Emergency Ordinances Budget Amendment Resolution	- Resolution to appropriate emergency funds is adopted by unanimous affirmative vote by the council	C.C. 10.07.2 C.C. 6.06
7.)	Reduction of Appropriations	Report by the Mayor of the estimated amount of the deficit Recommendation by the Mayor to the City Council of steps to be taken	- Resolution or other actions deemed necessary by Council to prevent or minimize any deficit	C.C. 10.07.3

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
1.) Close a completed project with excess balances	Administrative Order (completed by OFS)	- Amend project financing and spending	Administrative Code 57.09 (2)
	Periodic review by the CIB Committee	- Transfer excess appropriation to contingency when applicable	City Charter 10.09 - Accomplished projects
2.) Close a completed project with no excess balances, but excess spending authority	Administrative Order (completed by OFS)	- Amend project financing and spending	City Charter 10.09 - Accomplished projects
	Periodic review by the CIB Committee		
3.) Close a completed project with no excess balances and no excess spending authority	None	- Contact OFS with project budget codes to have the project inactivated in the finance system	N/A
4.) <u>Adding new spending authority to an existing project (without changing the scope of the project)</u>			
a.) Financing source is new money	CIB Committee review and recommendation	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1) City Charter 10.07.1
	Mayor recommends via resolution		
	Compliance with City Comprehensive Plan		
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
b.) Financing source is contingency (less than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	Transfers within a department require an Administrative Order (completed by departments; verified and approved by OFS)	- Reduce amount in appropriate contingency fund	Administrative Code 57.09 (3) a
	A.O.s require periodic review by CIB Committee	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Transfers between departments require a resolution (completed by departments; verified and approved by OFS)		
c.) Financing source is contingency (more than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Reduce amount in appropriate contingency fund ("unallocated reserve account ")	Administrative Code 57.09 (3) b
	Mayor recommends via resolution	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
<u>Add a new project</u>			
5.) OR			
<u>Expand the scope of an existing project</u>			
a.) Financing source is new money	CIB Committee review and recommendation		
	Mayor recommends via resolution	- Amend project financing and spending to recognize	Administrative Code 57.09 (1)
	Compliance with City Comprehensive Plan	new revenue	City Charter 10.07.1
	Public hearing		
b.) Financing source is contingency	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Transfer dollars from contingency to new project	Administrative Code 57.09 (1)
	Mayor recommends via resolution	- Amend spending and financing to recognize transfer	City Charter 10.07.4
	Public hearing		
6.) Declare a project abandoned	Council resolution	- Identify project as abandoned	
		-Transfer appropriation for the abandoned project to a separate contingency fund (" <i>unallocated reserve account</i> ")	Administrative Code 57.09 (4)
		- Reappropriation of the funds needs CIB Committee review, Mayor recommendation, and Council approval (see either of the Add dollars to a project sections above)	City Charter 10.09
7.) Replace an approved project with a new project	1) Declare an approved project abandoned or completed with excess balances (see process above)	- Can accomplish both steps in one resolution	
	2) Add new project after capital improvement budget is adopted (see process above)		

<u>Departments</u>	<u>Affected Budgets</u>	<u>General vs. Special Fund</u>	<u>Funding Source</u>	<u>Already Appropriated?</u>	<u>Company</u>
(Select Department)	(Choose CIB or Operating)	(Choose General, Special or Capital)	(Select Funding Source)	(Yes or No?)	(Choose Company)
Multiple Departments			Transfer of Appropriations	Yes	1
City Attorney's Office	Both Operating and CIB Budgets	General Fund	Grant	No	3
City Council	Operating Budget	Special Fund	Donation		5
Emergency Management	CIB Budget	Capital	Multiple		8
Financial Services		Multiple Funds	Other		9
Fire and Safety Services					
General Government Accounts					
HRA					
Human Resources					
HREEO					
Mayor's Office					
Parks and Recreation					
PED					
Police Department					
Public Health					
Public Library Agency					
Public Works					
RiverCentre					
Safety and Inspections					
Technology and Communications					
Water Department					



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES PH 25-211

File ID: RES PH 25-211

Type: Resolution-Public Hearing

Status: Agenda Ready

Version: 1

Contact 222-0477
Number:

In Control: City Council

File Created: 09/11/2025

File Name: MPCA Grant \$1,457,381.84

Final Action:

Title: Authorizing the Office of Financial Services - Fleet, in partnership with the Fire Department to accept the \$1,457,381.84 Heavy Duty On-road Replacement grant and authorizing the execution of a grant agreement (which includes an indemnification clause) with the Minnesota Pollution Control Agency to remove older diesel vehicles from operations and partially fund the replacement of them with new, less polluting vehicles.

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments: RES 24-1505.pdf, MPCA Grant Agreement.pdf, MN
Pollution Control Grant \$1,457,381.84 Financial
Analysis.pdf

Financials Included?:

Contact Name: Butch Inks

Hearing Date:

Entered by: jill.lacasse@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES PH 25-211

Authorizing the Office of Financial Services - Fleet, in partnership with the Fire Department to accept the \$1,457,381.84 Heavy Duty On-road Replacement grant and authorizing the execution of a grant agreement (which includes an indemnification clause) with the Minnesota Pollution Control Agency to remove older diesel vehicles from operations and partially fund the replacement of them with new, less polluting vehicles.

See Attachment "MN Pollution Control Grant \$1,457,381.84 Financial Analysis"

WHEREAS, the Minnesota Pollution Control Agency (MPCA) has allocated \$1,457,381.84 in funding for the Office of Financial Services - Fleet and the Fire Department for the Heavy Duty On-road Replacement grant to remove older diesel vehicles from operation and replacement them with new, less polluting vehicles; and

WHEREAS, the City of Saint Paul Climate Action and Resilience Plan adopted in December 2019 established the goal of achieving carbon neutrality in municipal operations by 2030; and

WHEREAS the Climate Action and Resilience Plan also included a key action of identifying opportunities to convert heavy-duty vehicles to alternative fuels that reduce carbon emissions; and

WHEREAS, RES 24-1505 was passed on October 16, 2024 authorizing the Office of Financial Services - Fleet and the Fire Department to apply for this grant; and

WHEREAS, these grant funds will cover up to 25% of costs for the Office of Financial Services - Fleet to replace an older forestry log loader with a new, less-polluting model; and

WHEREAS, these grants funds will cover up to 75% of costs for the Fire Department to replace an older fire truck with a new electric fire truck; and

WHEREAS, the Office of Financial Services - Fleet and the Fire Department have identified additional funding to fully fund the replacement of these vehicles and wishes to accept the said funding and execute a grant agreement (which includes an indemnification clause) with the Minnesota Pollution Control Agency; and

WHEREAS, the spending and financing plans have not been established for this grant; and

WHEREAS, the Mayor pursuant to Section 10.07.1 of the Charter of the City of Saint Paul, does certify that there are available for appropriation of funds of \$1,457,381.84 in excess of those estimated in the 2025 budget, now, therefore be it

RESOLVED, that the City Council of Saint Paul hereby authorized and approves entering into the grant agreement with the Minnesota Pollution Control Agency (which includes an indemnification clause) to accept and implement the grant funds consistent with the application and applicable compliance requirements and the budget is adopted as outlined in the attached financial analysis.



City of Saint Paul

Signature Copy

Resolution: RES 24-1505

City Hall and Court
House
15 West Kellogg
Boulevard
Phone: 651-266-8560

File Number: RES 24-1505

Authorizing the Office of Financial Services- Fleet, in partnership with the Fire Department, to apply for the Heavy Duty On-road Replacement Grant program from the Minnesota Pollution Control Agency to remove older diesel vehicles from operation and partially fund the replacement of them with new, less polluting vehicles.

WHEREAS, the Office of Financial Services- Fleet, in partnership with the Saint Paul Fire Department, would like to jointly apply to the Heavy Duty On-road Replacement Grant program from the Minnesota Pollution Control Agency, which funds projects to remove older diesel vehicles from operation and replace them with new, less polluting vehicles; and

WHEREAS, the City of Saint Paul Climate Action and Resilience Plan adopted in December 2019 established the goal of achieving carbon neutrality in municipal operations by 2030; and

WHEREAS, the Climate Action and Resilience Plan also included a key action of identifying opportunities to convert heavy-duty vehicles to alternative fuels that reduce carbon emissions; and

WHEREAS, the Office of Financial Services - Fleet and the Saint Paul Fire Department have assessed the city's vehicle fleet to identify opportunities for electrifying, right-sizing, and improving overall efficiency of vehicles; and

WHEREAS, if successful, these grant funds will cover up to 25% of costs for the Office of Financial Services - Fleet to replace an older forestry log loader with a new, less-polluting model; and

WHEREAS, if successful, these grant funds will also cover up to 75% of costs for the Saint Paul Fire Department to replace an older fire truck with a new electric fire truck; and

WHEREAS, the grant amount requested is up to \$1,457,382 with a grant term of 2025 - 2027; and

WHEREAS, the grant does not require matching funds, however, additional funding will be needed to fully fund the cost of the replacement. Both departments are strategizing appropriate supplemental funding sources such as Direct Pay and existing fleet replacement funds; NOW, THEREFORE BE IT

RESOLVED, that the Saint Paul City Council authorize the Office of Financial Services - Fleet, in partnership with the Saint Paul Fire Department to apply for the Heavy Duty On-road Replacement Grant program.

At a meeting of the City Council on 10/16/2024, this Resolution was Passed.

Yea: 7 Councilmember Noecker, Councilmember Jalali, Councilmember Yang,
Councilmember Kim, Councilmember Bowie, Councilmember Jost, and
Councilmember Johnson

Nay: 0

**Vote Attested by
Council Secretary**



Shari Moore

Date 10/16/2024

Approved by the Mayor



Melvin Carter III

Date 10/18/2024


Clerk



Shari Moore

Date

Test Signature



Shari Moore

Date

SWIFT Contract Number: 274118

AI: 41392

Activity ID: PRO20250001

This Grant Contract Agreement is between the state of Minnesota, acting through its Commissioner of the **Minnesota Pollution Control Agency**, 520 Lafayette Road North, St. Paul, MN 55155-4194 ("MPCA" or "State"), and **City of St. Paul**, 15 Kellogg Blvd W, St. Paul, MN 55102 ("Grantee").

Recitals

1. Under Minn. Stat. § 116.03, subd. 2, the State is empowered to enter into this Grant Contract Agreement.
2. The State is in need of the **Heavy Duty On-road Replacement project** ("project").
3. Grantee will comply with required grants management policies and procedures set forth through [Minn. Stat. § 16B.97](#), subd. 4(a)(1).
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Contract Agreement to the satisfaction of the State. Pursuant to [Minn. Stat. § 16B.98](#), subd. 1, the Grantee agrees to minimize administrative costs as a condition of this Grant Contract Agreement.

Grant Contract Agreement

1. Term of Grant Contract Agreement

- 1.1 **Effective date: July 15, 2025**, or the date the State obtains all required signatures under [Minn. Stat. § 16B.98](#), subd. 5, whichever is later. Per [Minn. Stat. § 16B.98](#), subd. 7, no payments will be made to the Grantee until this Grant Contract Agreement is fully executed. **The Grantee must not begin work under this Grant Contract Agreement until this agreement is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.**
- 1.2 **Expiration date: July 14, 2027**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of terms.** The following clauses survive the expiration or cancellation of this Grant Contract Agreement: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2. Grantee's Duties

The Grantee, who is not a state employee, will perform the duties as follows: Replace the two (2) vehicles listed below by VIN and dollar amount awarded:

4S7CT2D918C067756	\$1,376,829.00 (electric replacement)
1M2AG11C97M067905	\$80,552.84

Equipment disabling

The replaced vehicles must be scrapped or rendered permanently disabled prior to any funds being distributed under this Grant Contract Agreement. Permanently disabling the chassis and disabling the engine while retaining possession of the vehicle is an acceptable scrapping method. Disabling the chassis may be completed by cutting through the frame/frame rails on each side at a point located between the front and rear axles. Disabling the engine may be completed by cutting a 3-inch diameter hole in the engine block to permanently disable the engine. Photographs and or video of the disabled chassis and engine and certificate of destruction form must be submitted with the reimbursement request prior to disbursements of any funds under this contract.

Note: Other acceptable scrapping methods may be considered, but require prior written approval from the MPCA. Vehicle/equipment components that are not part of the engine or chassis may be salvaged from the unit being replaced (e.g. lights, signs, seats, etc.) If a vehicle is sold for salvage prior to destruction, a certificate of destruction and photos of disabled engine and chassis must be sent to the MPCA prior to any funds being distributed under this Grant Contract Agreement.

3. Time

The Grantee must comply with all the time requirements described in this Grant Contract Agreement. In the performance of this Grant Contract Agreement, time is of the essence and failure to meet a deadline date may be a basis for a determination by the State's Authorized Representative that the Grantee has not complied with the terms of the Grant Contract Agreement. The Grantee is required to perform all the duties cited within clause two "Grantee's Duties" within the grant period. The State is not obligated to extend the grant period.

4. Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this Grant Contract Agreement as follows:

- (a) **Compensation.** The Grantee will be paid amount listed above or 75% of eligible project costs (whichever is less) per vehicle listed upon replacement.
- (b) **Travel expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this Grant Contract Agreement will not exceed \$0.00; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.
- (c) **Total obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this Grant Contract Agreement will not exceed **\$1,457,381.84 (One Million Four Hundred Fifty-Seven Thousand Three Hundred Eighty-One Dollars and Eighty-Four Cents).**

4.2 Payment

- (a) **Reimbursement Request.** The State will promptly pay the Grantee after the Grantee presents an itemized reimbursement request for the services actually performed and the State's Authorized Representative accepts the reimbursement request. Reimbursement requests must be submitted timely and according to the following schedule: upon completion of services. See [Resources for grantees](#) for forms and more information.

Reimbursement requests must be emailed to mpca.ap@state.mn.us, and contain the following information:

- Name of Grantee
- Grantee project manager
- Grant amount
- Reimbursement request number

- Reimbursement request date
- MPCA project manager
- SWIFT Contract No.
- Copy of your paid in full vendor invoice
- Photographs and or video of the disabled chassis, engine and VIN number of each destroyed vehicle
- Certificate of engine/chassis destruction form

If there is a problem with submitting a reimbursement request form/invoice electronically, please contact the Accounts Payable Unit at 651-757-2491.

4.3 Unexpended Funds. The Grantee must promptly return to the State any unexpended funds that have not been accounted for in a financial report to the State.

4.4 Contracting and Bidding Requirements

- (a) The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:
- [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
 - Metropolitan Council's Targeted Vendor list: [Minnesota Unified Certification Program](#)
 - Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Program](#)
- (b) The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.
- (c) The grantee must not contract with vendors who are suspended or debarred in MN:
<http://www.mmd.admin.state.mn.us/debarredreport.asp>

5. Conditions of Payment

All services provided by the Grantee under this Grant Contract Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. Authorized Representative

The State's Authorized Representative is **Evan Pak**, 520 Lafayette Road North, St. Paul, MN, 55155, 651-757-2816, evan.pak@state.mn.us, or his successor, and has the authority to monitor the Grantee's performance and to accept the services provided under this agreement.

The Grantee's Authorized Representative is **Jill LaCasse**, 15 Kellogg Blvd W St. Paul, MN 55102, 651-228-6257, jill.lacasse@ci.stpaul.mn.us, or their successor. If the Grantee's Authorized Representative changes at any time during this Grant Contract Agreement, the Grantee must immediately notify the State.

The Grantee must clearly post on the Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Contract Agreement on behalf of the Grantee.

7. Assignment, Amendments, Change Orders, Waiver, and Grant Contract Agreement Complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this Grant Contract Agreement without the prior written consent of the State, approved by the same parties who executed and approved this Grant Contract Agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this Grant Contract Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Contract Agreement, or their successors in office.
- 7.3 **Change orders.** If the State's Project Manager or the Grantee's Authorized Representative identifies a change needed in the workplan and/or budget, either party may initiate a Change Order using the Change Order Form provided by the MPCA. Change Orders may not delay or jeopardize the success of the Project, alter the overall scope of the Project, increase or decrease the overall amount of the Contract/Agreement, or cause an extension of the term of this Agreement. Major changes require an Amendment rather than a Change Order.

The Change Order Form must be approved and signed by the State's Project Manager and the Grantee's Authorized Representative **in advance of doing the work**. Documented changes will then become an integral and enforceable part of the Agreement. The MPCA has the sole discretion on the determination of whether a requested change is a Change Order or an Amendment. The state reserves the right to refuse any Change Order requests.

- 7.4 **Waiver.** If the State fails to enforce any provision of this Grant Contract Agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.5 **Grant Contract Agreement complete.** This Grant Contract Agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this Grant Contract Agreement, whether written or oral, may be used to bind either party.

8. Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9. State audits

Under [Minn. Stat. § 16B.98](#), subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Contract Agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Contract Agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government Data Practices and Intellectual Property

- 10.1 **Government data practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this Grant Contract Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Contract Agreement. The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 Intellectual Property Rights

- (a) **Intellectual property rights.** The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this Grant Contract Agreement. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes,

studies, photographs, negatives, designs, drawings specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Grant Contract Agreement. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this Grant Contract Agreement. The Documents shall be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee, at the Grantee's expense, upon the written request of the State, or upon completion, termination, or cancellation of this Grant Contract Agreement. To the extent possible, those Works eligible for copyright protection under the United States' Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(b) Obligations.

- (1) **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this Grant Contract Agreement, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure therein.
- (2) **Representation.** The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause Liability, the Grantee shall indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, attorney fees. If such a claim or action arises or in Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.
- (3) **License.** The State hereby grants a limited, no-fee, noncommercial license to the Grantee to enable the Grantee's employees engaged in research and scholarly pursuits to make, have made, reproduce, modify, distribute, perform, and otherwise use the Works, including Documents, for research activities or to publish in scholarly or professional journals, provided that any existing or future intellectual property rights in the Works or Documents (including patents, licenses, trade or service marks, trade secrets, or copyrights) are not prejudiced or infringed upon, that the Minnesota Data Practices Act is complied with, and that individual rights to privacy are not violated. The Grantee shall indemnify and hold harmless the State for any claim or action based on the Grantee's use of the Works or Documents under the provisions of Clause 10.2(b)(2). Said license is subject to the State's publicity and acknowledgement requirements set forth in this Grant Contract Agreement. The Grantee may reproduce and retain a copy of the Documents for research and academic use. The Grantee is responsible for security of the Grantee's copy of the Documents. A copy of any articles, materials or documents produced by the Grantee's employees, in any form, using or derived from the subject matter of this license, shall be promptly delivered without cost to the State.

11. Workers' Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. § 176.181](#), subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12. Publicity and Endorsement

- 12.1 **Publicity.** Any publicity regarding the subject matter of this Grant Contract Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Grant Contract Agreement.
- 12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Contract Agreement. Venue for all legal proceedings out of this Grant Contract Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination

14.1 Termination by the State

- A. Without Cause.** The State may terminate this Grant Contract Agreement without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- B. With Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this grant agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the state of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

- 14.2 **Termination by the Commissioner of Administration.** The Commissioner of Administration may immediately and unilaterally terminate this grant contract agreement if further performance under the agreement would not serve agency purposes or performance under the Grant Contract Agreement is not in the best interest of the State.

14.3 Termination for Insufficient Funding.

The State may immediately terminate this Grant Contract Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services addressed within this Grant Contract Agreement. Termination must be by written notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that dedicated funds are available.

In the event of temporary lack of funding or appropriation, the State may pause its obligations under this Grant Contract Agreement without terminating it. This pause will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Contract Agreement. The Grantee will be notified in writing of the temporary pause, and the Grantee's ability to provide services may be temporarily suspended during this period. The State will provide reasonable notice to the Grantee of the lack of funding or

appropriation and shall notify the Grantee once funding is restored or appropriated, at which point the provision of services under the Grant Contract Agreement may resume.

The State will not be assessed any penalty if the Grant Contract Agreement is terminated due to insufficient funding. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving notice.

15 Data disclosure

Under [Minn. Stat. § 270C.65](#), subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any. To protect Grantee's personal data, Grantee is strongly encouraged to obtain and use a Minnesota tax identification number.

16. Reporting

The MPCA may survey grantees at six and 12 months following the award. Information requested may include, but is not limited to:

- Hours of use
- Miles driven
- Miles per gallon average

Signatures

City of Saint Paul Financial Analysis

File ID Number: RES PH 25-211

Budget Affected: Operating Budget Fire and Safety Services Special Fund

Total Amount of Transaction: 1,457,381.54

Funding Source: Other Please Specify Funding Source: Grant

Appropriation already included in budget? No

Charter Citation: 10.7.1

Fiscal Analysis

The Office of Financial Services - Fleet and the Fire Department receive the Minnesota Pollution Control Agency Heavy Duty On-road Replacement Grant of \$1,457,381.84 to replace older diesel vehicles with new less polluting vehicles. The spending and financing plans have not been established for this grant.

Detail Accounting Codes:**GENERAL LEDGER (GL) - ANNUAL BUDGET****Spending Changes***(Action Accomplished)*

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
1	200-22-820	76501	Equipment	-	1,457,381.84	1,457,381.84
TOTAL:					1,457,381.84	

Financing Changes*(Action Accomplished)*

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
1	200-22-820	43430	MN Pollution Control	-	1,457,381.84	1,457,381.84
TOTAL:					1,457,381.84	

ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET*Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.***Spending Changes***(Action Accomplished)*

Life to Date Activity Budget				CURRENT		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
1	G2225710010000	76520	Vehicles	-	1,457,381.84	1,457,381.84
TOTAL:					1,457,381.84	

Financing Changes*(Action Accomplished)*

Life to Date Activity Budget				CURRENT		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
1	G2225710010000	43430	MN Pollution Control		1,457,381.84	1,457,381.84
TOTAL:					1,457,381.84	



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES PH 25-212

File ID: RES PH 25-212

Type: Resolution-Public Hearing

Status: Agenda Ready

Version: 1

**Contact
Number:**

In Control: City Council

File Created: 09/11/2025

File Name: 2026 Enforcement Grant (TZD)

Final Action:

Title: Authorizing the Police Department to accept the 2026 Enforcement grant from the Minnesota Department of Public Safety, Office of Traffic Safety, authorize the execution of the grant agreement, amend the 2025 grant fund budget and add activity budget.

Notes:

Agenda Date:

Sponsors: Noecker

Enactment Date:

Attachments: 2026 Enforcement Grant (TZD), Financial Analysis

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Renee.Manning@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES PH 25-212

Authorizing the Police Department to accept the 2026 Enforcement grant from the Minnesota Department of Public Safety, Office of Traffic Safety, authorize the execution of the grant agreement, amend the 2025 grant fund budget and add activity budget.

See Attachment

WHEREAS, the Saint Paul Police Department received approval to apply for the 2026 Enforcement grant (RES 25-1266) from the Minnesota Department of Public Safety, Office of Traffic Safety; and WHEREAS, the department has been awarded \$1,131,700 for a grant term from October 1, 2025 through September 30, 2026; and

WHEREAS, this grant provides funds to design and implement Minnesota's highway safety program to prevent injuries, deaths and property damage from crashes and unsafe driving; and

WHEREAS, a multi organization collaboration is required; and

WHEREAS, this grant will fund overtime and training for the Police Department and sub-grant to eight other law enforcement agencies to support the 2026 Enforcement program and initiative; and WHEREAS, this grant includes a 50% match for any equipment funded with this grant of which only a small amount was included in the budget; and

WHEREAS, the 2025 financing and spending plans need to be amended and activity budget added

for the new grant award; and

WHEREAS, the Mayor, pursuant to Section 10.07.1 of the Charter of the City of Saint Paul, does certify that there are available for appropriation funds of \$283,714 in excess of those estimated in the 2025 budget; and

THEREFORE BE IT RESOLVED, by the City Council of the City of Saint Paul, upon recommendation of the Mayor to accept the 2026 Enforcement grant from the Minnesota Department of Public Safety and approves these changes to the 2025 budget as amended on the attached financial analysis.



Minnesota Department of Public Safety (“State”) Department of Public Safety, Office of Traffic Safety 445 Minnesota Street, Suite 1620 Saint Paul, Minn., 55101	Grant Program: 2026 Enforcement Grant Contract Agreement No.: A-ENFRC26-2026-SPPD-024
Grantee: St. Paul Police Department 367 Grove Street St. Paul, Minn. 55101-2416	Grant Contract Agreement Term: Effective Date: Oct. 1, 2025 Expiration Date: Sept. 30, 2026
Grantee’s Authorized Representative: Commander Jeremy Ellison St. Paul Police Department 367 Grove Street St. Paul, Minn. 55101-2416 (651) 266-5457 jeremy.ellison@ci.stpaul.mn.us	Grant Contract Agreement Amount: Original Agreement \$ 1,131,700.00 Matching Requirement \$ 0.00
State’s Authorized Representative: Shannon Grabow Department of Public Safety, Office of Traffic Safety 445 Minnesota Street, Suite 1620 Saint Paul, Minn., 55101 (651) 373-9671 shannon.grabow@state.mn.us	Federal Funding: CFDA/ALN: 20.608, 20.616, 20.600 FAIN: 69A37525300004020MN0, 69A37525300001640MNA, 69A3752330000405BMNH, 69A3752430000405DMNL, 69A3752430000405GMN0 State Funding: N/A *Special Conditions: If equipment is purchased, a 50 percent match of the item is required. Refer to program manual.

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: Per Minn. Stat. § 16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. § 16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2026 Enforcement Application which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 1620, Saint Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the 2026 Enforcement Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.



Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

Grant Contract Agreement No./ P.O. No.
A-ENFRC26-2026-SPPD-024/3000107028

Project No.(indicate N/A if not applicable): 26-04-01

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

Organization: St Paul Police Department

A-ENFRC26-2026-SPPD-024

Budget Summary

Budget				
Budget Category	State Reimbursement	Local Match		
Enf. Facilitator - Impaired				
Enf. Facilitator - Impaired	\$37,800.00	\$0.00		
Total	\$37,800.00	\$0.00		
Enf. Facilitator - Other				
Enf. Facilitator - Other	\$36,000.00	\$0.00		
Total	\$36,000.00	\$0.00		
Dispatch- Impaired				
Dispatch- Impaired	\$22,300.00	\$0.00		
Total	\$2,300.00	\$0.00		
Dispatch-Other				
Dispatch-Other	\$22,300.00	\$0.00		
Total	\$22,300.00	\$0.00		
Enforcement- Belt				
Enforcement - Belt	\$71,600.00	\$0.00		
Total	\$71,600.00	\$0.00		
Enforcement-Impaired				
Enforcement - Impaired	\$431,800.00	\$0.00		
Total	\$431,800.00	\$0.00		
Enforcement- Non-Impaired				
Speed, Distract, Move Over	\$155,600.00	\$0.00		
Total	\$155,600.00	\$0.00		
Enforcement- Pedestrian				
Enforcemet -Pedestrian		\$0.00		
Total	\$240,000.00	\$0.00		
Match – Mileage Expenses				
Match - Mileage Expenses	\$0.00	\$0.00		
Total	\$0.00	\$0.00		
Optional Activities- Impaired				
Optional Activities - DWI	\$44,800.00	\$0.00		
Total	\$44,800.00	\$0.00		
Optional Activities- Other				

Organization: St Paul Police Department

A-ENFRC26-2026-SPPD-024

Budget Summary

Optional Activities - Other	\$69,500.00	\$0.00
Total	\$69,500.00	\$0.00
Total	\$1,131,700.00	\$0.00

City of Saint Paul Financial Analysis Template Instructions

Purpose of the Fiscal Analysis Template:

- Provide summary information of the fiscal impact of financial resolutions that come before the Mayor and City Council
- Provide accurate accounting information (codes, and amounts) so that budget amendments can be reflected in the Infor system.
- Resolutions and administrative orders without this information will not be approved by OFS, and will be returned to the resolution drafter.

Financial Analysis Template

- Provide the requested information in the [Financial Analysis Template \(green tab\)](#) of this file. Pop-up windows will appear throughout the file to provide more details on what information is required.
- Complete the **top section** (line #s 1-27) of the Financial Analysis Template for any finance related resolutions, including:
 - Grants: applying for, accepting, and budgeting
 - Donations: soliciting, accepting, and budgeting
 - Budget amendments: both resolutions and administrative orders
 - All other resolutions with a financial impact
- Required fields are marked with red font or borders.
- **General Ledger (GL) - Annual Budget**
 - Complete the **General Ledger** section for all changes to the annual budget
 - Provide accurate **GL account codes**: Company, Accounting Unit (fund-department-cost center), Account
 - If you need help with GL codes, check the Chart of Accounts crosswalk on the intranet or contact Lori Lee x68822
 - This section is required for all changes to the budget via budget amendment or administrative order
- **Activity Ledger (AC) - Life to Date Activity Budget**
 - Complete the **Activity Ledger** section in addition to the GL section for changes to the following budgets:
 - Grants
 - Capital and Capital Bond Proceeds
 - STAR
 - TIF
 - HRA
 - Provide accurate **AC account codes**: Activity Group, Activity, Account Category
 - If you need help with AC codes, check the Chart of Accounts crosswalk on the intranet or contact Patty Germain x68807

Budget Reference Tabs

- The [Operating Budget Reference](#) and [CIB Budget Reference](#) pages (blue tabs) contain guidance on what kind of Mayoral and/or Council action is required for budget changes to the operating and capital budgets. Charter and administrative code citations for various financial resolutions are also provided.
- If you have questions about what is required to accomplish a particular financial action, please contact your budget analyst.

City of Saint Paul Financial Analysis

File ID Number:	RES PH 25-212	
Budget Affected:	Operating Budget Police Department	Special Fund
Total Amount of Transaction:	283,714.00	
Funding Source:	Grant	
	Appropriation already included in budget?	No
Charter Citation:	City Charter 10.7.1	

Fiscal Analysis

Resolution to accept the 2026 Enforcement grantt from the Minnesota Department of Public Safety, Office of Traffic Safety for the term 10/1/2025-9/30/2026 and to amend the 2025 grant fund budget and add activity budget for the grant.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

(Action Accomplished)

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
1	20023862	60110	Police Sworn	107,411		107,411
1	20023862	60180	Overtime Police Sworn	580,291	171,475	751,766
1	20023862	61010	Medicare Regular	9,971	(9,971)	0
	20023862	61015	Medicare Police		12,457	12,457
1	20023862	61130	Pera Police	121,724	27,865	149,589
1	20023862	61210	Employee Health Insurance	10,793		10,793
1	20023862	67505	Out of Town Registration	15,600	3,250	18,850
1	20023862	70305	Office Equipment	5,000	638	5,638
1	20023862	74310	City Contr to Outside Agency	199,210	78,000	277,210
TOTAL:				1,050,000	283,714	1,333,714

Financing Changes

(Action Accomplished)

GL Annual Budget				CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description	BUDGET	CHANGES	BUDGET
	20023862	43101	Federal Grant State Admin	1,050,000	(1,050,000)	-
	20023862	43120	MN Department of Public Safety	-	1,333,714	1,333,714
TOTAL:				1,050,000	283,714	1,333,714

ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET

Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.

Spending Changes

(Action Accomplished)

Life to Date Activity Budget				CURRENT		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
GPOLICE	G2325656535147	60180	Overtime Police Sworn	0	685,896	685,896
GPOLICE	G2325656535147	61015	Medicare Police	0	9,945	9,945
GPOLICE	G2325656535147	61130	Pera Police	0	111,458	111,458
GPOLICE	G2325656535147	67505	Out of Town Registration	0	13,000	13,000
GPOLICE	G2325656535147	70305	Office Equipment	0	638	638
GPOLICE	G2325656535147	74310	City Contr to Outside Agency	0	310,763	310,763
TOTAL:				0	1,131,700	1,131,700

Financing Changes

(Action Accomplished)

Life to Date Activity Budget				CURRENT		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET

72								
73	GPOLICE	G2325656535147	43120	MN Department of Public Safety		0	1,131,700	-
74					TOTAL:	0	1,131,700	1,131,700
75						0	1,131,700	1,131,700
76								
77								
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92								

Operating Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
1.) Recognize additional/unanticipated revenues (Ex. Outperforming revenues, outside donations, etc.)	Budget Amendment Resolution and Public Hearing	<div>- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget</div> <div>- Amend spending and financing to recognize new revenue in the appropriate company and activity</div>	C.C. 10.07.1
2.) Accept a Grant			
a.) If no budget has previously been established for the grant	Award Letter and/or Grant Agreement	- Mayor certifies that there are available for appropriation total revenues in excess of those estimated in the budget	C.C. 10.07.1
	Budget Amendment Resolution and Public Hearing	- Amend spending and financing to recognize the grant in the appropriate company and activity	Admin 41.03
b.) Previously established grant budget	Award Letter and/or Grant Agreement	- Accept the awarded grant funds	
	Resolution Accepting the Grant Funds (No public hearing needed)	- Include in the resolution that the grant funds were included in the current year's budget	
3.) Transfer Appropriations within Departments:			
a.) Within the same Fund/Company	Administrative Order (A.O.)	<div>- Mayor may transfer any unencumbered appropriation balances within a department</div> <div>- Administrative order is prepared to execute the transfer</div>	C.C. 10.07.4
b.) Between Funds/Companies	Budget Amendment Resolution	<div>- Mayor recommends and council approves through resolution to transfer appropriations between companies</div> <div>- Amend spending and financing to recognize transfer</div>	C.C. 10.07.4

Operating Budget Changes Procedures Guide

2/14/2014

In order to:		Resolution, A.O., or Other Documentation Required?	Resolution/AO Action	Charter/Code Citation
4.)	Transfer Appropriations between Departments			
	a.) Within the same Fund/Company	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
	b.) Between Funds/Companies	Budget Amendment Resolution	- Mayor recommends and council approves through resolution to transfer appropriations between departments - Amend spending and financing to recognize transfer	C.C. 10.07.4
5.)	Allow appropriations to lapse (non-capital improvement dollars)	None	- No action required.	C.C. 10.08
	For Lapse of appropriations - Capital improvements see City Charter 10.09.		-All non-encumbered appropriations will fall to fund balance at the end of the fiscal year.	
	For guidance on budget change procedures for accomplished or abandoned projects, see the CIB Project and Budget Changes Procedures Guide, numbers 1, 2, and 6.		- All encumbered appropriations will be re-appropriated in the following fiscal year's budget for the same purposes	
6.)	Enact Emergency Appropriation	Emergency is defined as "a sudden or unforeseen situation affecting life, health, property, or the public peace or welfare that requires immediate council action", C.C. 6.06 Emergency Ordinances Budget Amendment Resolution	- Resolution to appropriate emergency funds is adopted by unanimous affirmative vote by the council	C.C. 10.07.2 C.C. 6.06
7.)	Reduction of Appropriations	Report by the Mayor of the estimated amount of the deficit Recommendation by the Mayor to the City Council of steps to be taken	- Resolution or other actions deemed necessary by Council to prevent or minimize any deficit	C.C. 10.07.3

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
1.) Close a completed project with excess balances	Administrative Order (completed by OFS)	- Amend project financing and spending	Administrative Code 57.09 (2)
	Periodic review by the CIB Committee	- Transfer excess appropriation to contingency when applicable	City Charter 10.09 - Accomplished projects
2.) Close a completed project with no excess balances, but excess spending authority	Administrative Order (completed by OFS)	- Amend project financing and spending	City Charter 10.09 - Accomplished projects
	Periodic review by the CIB Committee		
3.) Close a completed project with no excess balances and no excess spending authority	None	- Contact OFS with project budget codes to have the project inactivated in the finance system	N/A
4.) <u>Adding new spending authority to an existing project (without changing the scope of the project)</u>			
a.) Financing source is new money	CIB Committee review and recommendation	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1) City Charter 10.07.1
	Mayor recommends via resolution		
	Compliance with City Comprehensive Plan		
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
b.) Financing source is contingency (less than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	Transfers within a department require an Administrative Order (completed by departments; verified and approved by OFS)	- Reduce amount in appropriate contingency fund	Administrative Code 57.09 (3) a
	A.O.s require periodic review by CIB Committee	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Transfers between departments require a resolution (completed by departments; verified and approved by OFS)		
c.) Financing source is contingency (more than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Reduce amount in appropriate contingency fund ("unallocated reserve account ")	Administrative Code 57.09 (3) b
	Mayor recommends via resolution	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
<u>Add a new project</u>			
5.) OR			
<u>Expand the scope of an existing project</u>			
a.) Financing source is new money	CIB Committee review and recommendation		
	Mayor recommends via resolution	- Amend project financing and spending to recognize	Administrative Code 57.09 (1)
	Compliance with City Comprehensive Plan	new revenue	City Charter 10.07.1
	Public hearing		
b.) Financing source is contingency	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Transfer dollars from contingency to new project	Administrative Code 57.09 (1)
	Mayor recommends via resolution	- Amend spending and financing to recognize transfer	City Charter 10.07.4
	Public hearing		
6.) Declare a project abandoned	Council resolution	- Identify project as abandoned	
		-Transfer appropriation for the abandoned project to a separate contingency fund (" <i>unallocated reserve account</i> ")	Administrative Code 57.09 (4)
		- Reappropriation of the funds needs CIB Committee review, Mayor recommendation, and Council approval (see either of the Add dollars to a project sections above)	City Charter 10.09
7.) Replace an approved project with a new project	1) Declare an approved project abandoned or completed with excess balances (see process above)	- Can accomplish both steps in one resolution	
	2) Add new project after capital improvement budget is adopted (see process above)		

<u>Departments</u>	<u>Affected Budgets</u>	<u>General vs. Special Fund</u>	<u>Funding Source</u>	<u>Already Appropriated?</u>	<u>Company</u>
(Select Department)	(Choose CIB or Operating)	(Choose General, Special or Capital)	(Select Funding Source)	(Yes or No?)	(Choose Company)
Multiple Departments			Transfer of Appropriations	Yes	1
City Attorney's Office	Both Operating and CIB Budgets	General Fund	Grant	No	3
City Council	Operating Budget	Special Fund	Donation		5
Emergency Management	CIB Budget	Capital	Multiple		8
Financial Services		Multiple Funds	Other		9
Fire and Safety Services					
General Government Accounts					
HRA					
Human Resources					
HREEO					
Mayor's Office					
Parks and Recreation					
PED					
Police Department					
Public Health					
Public Library Agency					
Public Works					
RiverCentre					
Safety and Inspections					
Technology and Communications					
Water Department					



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES PH 25-206

File ID: RES PH 25-206

Type: Resolution-Public Hearing

Status: Agenda Ready

Version: 1

Contact (651) 266-9137
Number:

In Control: City Council

File Created: 09/09/2025

File Name: SLV - University of St Thomas Homecoming Event -
PH 9/24/2025

Final Action:

Title: Approving the application of University of St. Thomas - Campus Life, Erin Whipkey, for a Homecoming Event, Friday, October 3, 2025, for a sound level variance in order to present live amplified sound at 2115 Summit Ave - University of St. Thomas, Lower Quad.

Notes:

Agenda Date: 09/24/2025

Sponsors: Coleman

Enactment Date:

Attachments: Application, ENS, Map, Owners Notice, Owner List,
Letter to Applicant

Financials Included?:

Contact Name: Barb

Hearing Date:

Entered by: frances.birch@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES PH 25-206

Approving the application of University of St. Thomas - Campus Life, Erin Whipkey, for a Homecoming Event, Friday, October 3, 2025, for a sound level variance in order to present live amplified sound at 2115 Summit Ave - University of St. Thomas, Lower Quad.

WHEREAS, Chapter 293 of the Saint Paul Legislative Code was enacted to regulate the subject of noise in the City of Saint Paul; and

WHEREAS, section 293.10 provides for the granting of variances from the sound level limitations contained in § 293.07 upon a finding by the City Council that full compliance with Chapter 293 would constitute an unreasonable hardship on the applicant, other persons, or on the community; and

WHEREAS, the University of St. Thomas - Campus Life, Erin Whipkey, represented by Erin Whipkey, Assistant Director of Campus Life, who has been designated as the responsible person on the application, has applied for a variance, at a requested sound level limit of 92 dBA at 50 feet from

the sound source, to present amplified sound for the Homecoming Event on Friday, October 3, 2025, from 7:00 p.m. until 9:30 p.m. with pre-event sound checks periodically from 1:00 p.m. to 6:45 p.m.; and

WHEREAS, the applicant has requested a variance for the hours of 7:00 p.m. until 9:30 p.m. with pre-event sound checks periodically from 1:00 p.m. to 6:45 p.m. on Friday, October 3, 2025, for a Homecoming Event; and

WHEREAS, if the applicant is not granted a variance, the applicant will not be able to present amplified sound at the 2115 Summit Ave - University of St. Thomas, Lower Quad; and

WHEREAS, the Department of Safety and Inspections has reviewed the application and has made recommendations regarding conditions for the variances. Now, therefore, be it

RESOLVED, that the Council of the City of Saint Paul hereby grants a variance to the University of St. Thomas - Campus Life, Erin Whipkey, subject to the following conditions:

- 1) The Variance shall be for the hours of 7:00 p.m. until 9:30 p.m. with pre-event sound check for up to one hour between the hours of 1:00 p.m. to 6:45 p.m. on Friday, October 3, 2025, for the Homecoming Event; and
- 2) All electronically powered equipment used in conjunction with the event shall not exceed 91 dBA at 50 feet from any sound source on October 3, 2025; and
- 3) All electronically powered equipment used in conjunction with the event shall not exceed 91 dBA as measured at 50 feet from all sound sources for the event hours of 7:00 p.m. until 9:30 p.m. and shall not exceed 80 dBA as measured at 50 feet from the sound source during the up to one hour designated pre-event sound check; and.
- 4) The applicant shall monitor the decibel level from the variance approved distance of each noise source and create a report that records the general operating decibel levels within 15 minutes of the start of each performing act and at intervals no greater than 60 minutes apart thereafter. The report shall be made available for viewing by city staff, upon request during the variance or within 30 days thereafter. The applicant shall also conduct a decibel reading during the variance upon request of city staff; and
- 5) All electronically powered equipment, PA systems, loudspeakers, or similar devices shall be turned off no later than 9:30 p.m. on October 3, 2025, the event date.

FURTHER RESOLVED, that any violations of the conditions set forth above on the October 3, 2025, event date may result in denial of future requests for the grant of a noise variance, in addition to any criminal citation which might issue.

Homecoming Event, represented by Erin Whipkey, has requested a variance from the sound limitations in Chapter 293.07 in order to present amplified sound, with limitations, from 7:00 p.m.

until 9:30 p.m. with pre-event sound checks periodically from 1:00 p.m. to 6:45 p.m. on Friday, October 3, 2025. Chapter 293.10 provides for the granting of variances from the sound level limitations contained in Chapter 293.07.

Was proper notice given? YES - See Attachments

DEPARTMENT OF SAFETY AND INSPECTIONS
Ricardo X. Cervantes, Director

CITY OF SAINT PAUL

Business Licensing
375 Jackson Street, Suite 220
Saint Paul, Minnesota 55101-1806Telephone: 651-266-8989
Facsimile: 651-266-9124
Web: www.stpaul.gov/dsi8/15/25 Card info attached
but NOT processed yet**Sound Level Variance Application**

Legislative Code Chapter 293. - Noise Regulations

Application and \$175 fee payment should be submitted a minimum of sixty (60) days prior to the scheduled event start date. A public notification period is required prior to scheduling the application's Public Hearing before the Saint Paul City Council. Applications received fewer than sixty (60) days prior to the event may not satisfy the ordinance's processing timelines for placement on the Council's agenda.

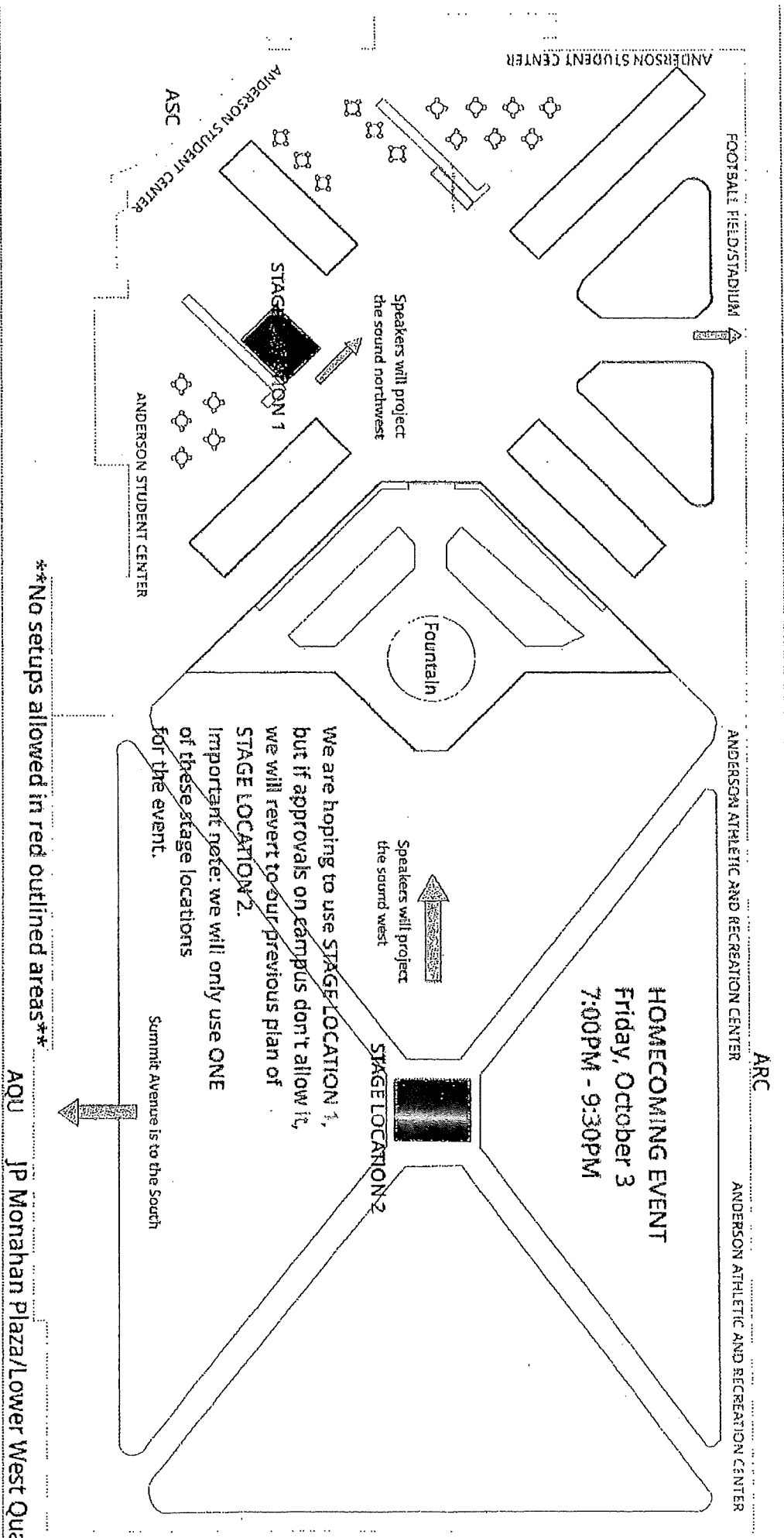
1. Organization/person seeking variance: University of St. Thomas - Campus Life, Erin Whipkey
2. Event Name: Homecoming Event
3. Address and physical description of noise source location (Event, Worksite):
Lower Quad/John P. Monahan Plaza, University of St. Thomas, 2115 Summit Ave, St. Paul, MN 55105
4. Responsible person: Erin Whipkey Title: Assistant Director of Campus Life
5. Telephone: 651-962-6134 E-Mail: whipkey@stthomas.edu
6. Date(s) variance requested: October 3, 2025
7. Noise source - Time(s) of operation: 7:00pm - 9:30pm
- Time(s) of pre-event sound check: 1:00pm - 6:45pm
8. Sound level requested (dBA/Decibels): 92 dBA as measured at 50 feet from all sound sources
9. Mailing address w/zip code: 2115 Summit Ave, #4024, St. Paul, MN, 55105
10. Briefly describe the noise source and equipment involved: The sound will be amplified from speakers provided by an external production company. We will have a DJ and/or musicians singing and playing amplified instruments from a stage.
11. Describe the steps that will be taken to minimize the noise levels: We will have staff at the event and we will work with the professional sound tech to monitor noise levels.
12. State reason for seeking variance (example - music, announcements, construction, etc.):
This is a musical event to celebrate Homecoming at St. Thomas
13. A site diagram & map must be attached showing location of noise source(s), streets, stages, tents, etc. (If there will be amplified sound, indicate location and direction that all speakers will be facing).
Multiple locations may require more than one application.
14. Submit completed application, site diagram/map, and \$175.00 fee to:

CITY OF SAINT PAUL
DEPARTMENT OF SAFETY AND INSPECTIONS
375 JACKSON STREET, SUITE 220
SAINT PAUL, MN 55101-1806Signature of responsible person: Erin WhipkeyDate: 7/16/2025

AA-ADA-BEO Employer

February 2020

10 Feet



Please charge the fee to:

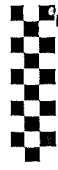
Name: ~~St. L. Whiskey~~

Number: ~~4808-0120-0288-9474~~

Expiration Date: ~~08/27~~

~~05/14/2024~~

And send the receipt to: fimo1649@stthomas.edu



Recipient Information

To: Department of Safety and Inspections
Company: St. Paul
Fax #: 16512669124



Sender Information

From: Zach Sorenson
Email address: zachmsorenson@gmail.com (from 73.185.150.236)
Phone #: 7154451045
Sent on: Thursday, July 17 2025 at 4:27 PM EDT

Frances Birch

From: City of Saint Paul <cityofsaintpaul@public.govdelivery.com>
Sent: Wednesday, August 27, 2025 10:32 AM
To: Frances Birch
Subject: Courtesy Copy: Sound Level Variance Application University of St. Thomas - Homecoming

This is a courtesy copy of an email bulletin sent by David Eide.

This bulletin was sent to the following groups of people:

Subscribers of ENS - D13: Union Park District Council (1455 recipients)

An application for a sound level variance has been received from Erin Whipkey, for University of St. Thomas - Campus Life, for a Homecoming event on Friday, October 3, 2025 from 7:00pm-9:30pm with a pre-event sound check from 1:00pm-6:45pm. The event will take place at 2115 Summit Ave - University of St. Thomas Lower Quad/John P. Monahan Plaza. Further details on this event will be forthcoming.



Questions? [Contact Us](#)

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MINNESOTA

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September 9, 2025

NOTICE OF PUBLIC HEARING
Sound Level Variance
University of St. Thomas – Homecoming Event

Dear St. Paul Property Owner:

This is to inform you of a request for a variance from the sound level limitations as indicated in the St. Paul Noise Ordinance (Chapter 283 of the St. Paul Legislative Code). Property owned by you and located near the noise source, may be affected by this variance request. Rental property owners must provide a copy of this notice to all renters or post a copy in a common area of the building so it can be viewed by the occupants.

Description of Variance:

Location: 2115 Summit Ave – University of St. Thomas, Lower Quad

Noise Source: Erin Whipkey, University of St. Thomas, Assistant Director of Campus Life, has requested a sound level variance, for 92 dBA as measured at 50 feet from any sound source, to present amplified sound with use of a sound system for the Homecoming Event on October 3, 2025 at 2115 Summit Avenue - University of Saint Thomas, Lower Quad. The variance is requested for the hours of 7:00 p.m. to 9:30 p.m. with a pre-event sound check from 1:00 p.m. to 6:45 p.m. The Department of Safety and Inspections will be recommending the following conditions: 1) The Variance shall be for the hours of 7:00 p.m. until 9:30 p.m. on Friday, October 3, 2025, with a pre-event sound check for up to one specified hour between the hours of 1:00 p.m. to 6:45 p.m. for the Homecoming Event. 2) All electronically powered equipment used in conjunction with the event shall not exceed 91 dBA at 50 feet from any sound source on October 3, 2025. 3) All electronically powered equipment used in conjunction with the event shall not exceed 91 dBA as measured at 50 feet from all sound sources for the event hours of 7:00 p.m. until 9:30 p.m. and shall not exceed 80 dBA as measured at 50 feet from the sound source during the up to one hour designated pre-event sound check. 4) The applicant shall monitor the decibel level from the variance approved distance of each noise source and create a report that records the general operating decibel levels within 15 minutes of the start each performing act and at intervals no greater than 60 minutes apart thereafter. The report shall be made available for viewing by city staff, upon request during the variance or within 30 days thereafter. Applicant shall also conduct a decibel reading during the variance upon request of city staff. 5) All electronically powered equipment, PA systems, loudspeakers or similar devices shall be turned off no later than 9:30 p.m. on October 3, 2025, the event date.

Submit comments for Public Hearing electronically. The public may comment on public hearing items in person, in writing or via voicemail. Any comments and materials submitted by 12:00 pm of the day before the meeting, Tuesday, September 23, 2025 will be attached to the public record and available for review by the City Council. Comments may be submitted as follows: Written public comment on public hearing items can be submitted to Contact-Council@ci.stpaul.mn.us, CouncilHearing@ci.stpaul.mn.us, or by voicemail at 651-266-6805. Live testimony will be taken in person in the Council Chambers, and by telephone by registering to speak by noon on the day before the meeting. The registration link is located on the City Council website at www.stpaul.gov/council or <https://forms.office.com/g/TD3xN7WHy5>. Members of the public may view City Council meetings online at <https://stpaul.legistar.com/Calendar.aspx> or on local cable Channel 18.

A public hearing before the City Council on this variance request will be held on:

Date: Wednesday, September 24, 2025

Time: 3:30 p.m.

Location: 3rd floor, City Hall Council Chambers

After the public hearing, the Council may grant, deny, or modify the variance request.

If you have questions about the sound level variance, please contact: Barb McMonigal-St.Dennis, Environmental Health Specialist, 651-266-8137, barb.mcmonigal-st.dennis@ci.stpaul.mn.us

tax-name	tax-address	tax-city
UNIVERSITY OF ST THOMAS	2115 SUMMIT AVE # PHP	SAINT PAUL MN 55105-1048



September 9, 2025

Erin Whipkey
University of St. Thomas
2115 Summit Ave #4024
St. Paul, MN 55105

Dear Erin Whipkey:

This is to confirm that our office has received your application for a variance from the city's noise ordinance for a Homecoming Event event and that the variance is being processed. The Department of Safety and Inspections has recommended that a variance be issued with conditions.

Submit comments for Public Hearing electronically. The public may comment on public hearing items in person, in writing or via voicemail. Any comments and materials submitted by 12:00 pm of the day before the meeting, Tuesday, September 23, 2025, will be attached to the public record and available for review by the City Council. Comments may be submitted as follows: Written public comment on public hearing items can be submitted to Contact-Council@ci.stpaul.mn.us, CouncilHearing@ci.stpaul.mn.us, or by voicemail at 651-266-6805. Live testimony will be taken in person in the Council Chambers, and by telephone by registering to speak by noon on the day before the meeting. The registration link is located on the City Council website at www.stpaul.gov/council or <https://forms.office.com/g/TD3xN7WHy5>. Members of the public may view City Council meetings online at <https://stpaul.legistar.com/Calendar.aspx> or on local cable Channel 18.

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City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RES PH 25-207

File ID: RES PH 25-207

Type: Resolution-Public Hearing

Status: Agenda Ready

Version: 1

Contact (651) 266-9137
Number:

In Control: City Council

File Created: 09/09/2025

File Name: SLV - Medtronic Twin Cities Marathon Weekend -
PH 9/24/2025

Final Action:

Title: Approving the application of Twin Cities in Motion for a sound level variance in order to present amplified sound for announcements, speakers, and music on Saturday, October 4, 2025, and Sunday, October 5, 2025, during the Medtronic Twin Cities Marathon at the MN State Capitol Complex, 75 Rev Dr Martin Luther King Jr Boulevard.

Notes:

Agenda Date: 09/24/2025

Sponsors: Noecker

Enactment Date:

Attachments: Application, ENS, Map, Owner Notice, Owners List,
Letter to Applicant

Financials Included?:

Contact Name: Barb

Hearing Date:

Entered by: frances.birch@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File RES PH 25-207

Approving the application of Twin Cities in Motion for a sound level variance in order to present amplified sound for announcements, speakers, and music on Saturday, October 4, 2025, and Sunday, October 5, 2025, during the Medtronic Twin Cities Marathon at the MN State Capitol Complex, 75 Rev Dr Martin Luther King Jr Boulevard.

WHEREAS, Chapter 293 of the Saint Paul Legislative Code was enacted to regulate the subject of noise in the City of Saint Paul; and

WHEREAS, section 293.10 provides for the granting of variances from the sound level limitations contained in § 293.07 upon a finding by the City Council that full compliance with Chapter 293 would constitute an unreasonable hardship on the applicant, other persons, or on the community; and

WHEREAS, Twin Cities in Motion, represented by Sam Rush, Event Operations Manager, has applied for a Sound Level Variance to present amplified sound for announcements, speakers, and

music at a requested sound level of up to 85 decibels (dBA) at no specified distance at the MN State Capitol Complex, 75 Rev. Dr. Martin Luther King Jr. Boulevard, for Saturday, October 4, 2025, and Sunday, October 5, 2025; and

WHEREAS, the applicant is seeking a variance from the hours of 7:00 a.m. until 12:00 p.m., with a pre-event sound check from 6:30 a.m. until 7:00 a.m., on Saturday, October 4, 2025, and from 7:30 a.m. until 3:30 p.m., with a pre-event sound check from 7:15 a.m. until 7:30 a.m., on Sunday, October 5, 2025, at the State Capitol Complex, for amplified sound for announcements, speakers, and music during the Medtronic Twin Cities Marathon; and

WHEREAS, if the applicant is not granted a variance, the applicant will not be able to present announcements, speakers, and music at the MN State Capitol Complex; and

WHEREAS, the Department of Safety and Inspections has reviewed the application and has made recommendations regarding conditions for the variance. Now, therefore, be it

RESOLVED, that the Council of the City of Saint Paul hereby grants a variance to Twin Cities in Motion, subject to the following conditions:

The Variance will be for the Twin Cities in Motion, Medtronic Twin Cities Marathon, at 75 Rev Dr Martin Luther King Jr Boulevard, MN State Capitol Complex for Saturday, October 4 and Sunday, October 5, 2025. The variance will be for the hours of 7:00 a.m. until 12:00 p.m. on Saturday, October 4, 2025, and 7:30 a.m. until 3:30 p.m. on Sunday, October 5, 2025, with pre-event sound checks from 7:00 a.m. to 7:15 a.m. on Saturday, October 4, 2025, and from 7:15 a.m. until 7:30 a.m. on Sunday, October 5, 2025, for announcements, speakers, and music.

- 2) All electronically powered equipment, PA systems, loudspeakers, or similar devices used in conjunction with the event must not exceed 85 dBA as measured 50 feet from the sound source at the MN State Capitol Complex.
- 3) The applicant shall monitor the decibel level from the variance-approved distance of each noise source and create a report that records the general operating decibel levels within 15 minutes of the start of each performing act and at intervals no greater than 60 minutes apart thereafter. The report shall be made available for viewing by city staff, upon request during the variance or within 30 days thereafter. Applicant shall also conduct a decibel reading during the variance upon request of city staff.
- 4) All electronically powered equipment, PA systems, loudspeakers, or similar devices shall be turned off no later than 12:00 p.m. on October 4, 2025, and no later than 3:30 p.m. on October 5, 2025, the event dates.

FURTHER RESOLVED, that any violations of the conditions set forth above on the October 4, 2025, and October 5, 2025, event dates may result in denial of future requests for the grant of a noise variance, in addition to any criminal citation which might issue.



Sound Level Variance Application Legislative Code Chapter 293 - Noise Regulations

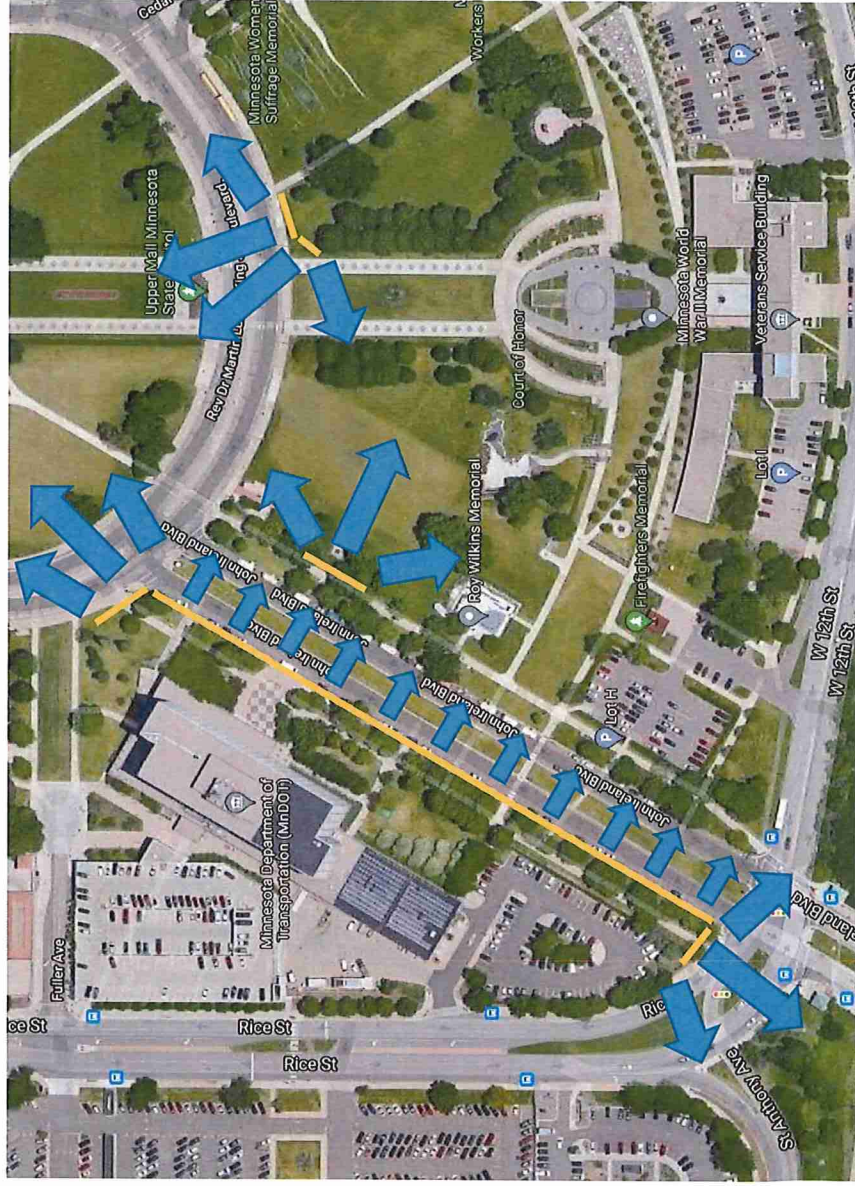
Application and \$178 fee should be submitted a minimum of sixty (60) days prior to the event date to allow ample time for required public notification period and scheduling of a Council public hearing. Applications submitted within sixty (60) days of the event date may not satisfy the processing timeline requirements.

1. Organization/person seeking variance: Twin Cities In Motion
2. Event Name: Medtronic Twin Cities Marathon Weekend
3. Address and physical description of noise source location (Event, Worksite):
Minnesota State Capitol Grounds, 75 Rev Dr Martin Luther King Jr Blvd, St Paul, MN, 55115
4. Responsible person: Sam Rush Title: Event Operations Manager
5. Telephone: 651-289-7706 E-Mail: samr@tcmevents.org
6. Date(s) variance requested: Saturday, October 4, 2025 & Sunday, October 5, 2025
7. Noise source - Time(s) of operation: 7am-12pm - 10/4; 7:30am-3:30pm 10/5
- Time(s) of pre-event sound check: 6:30am-7am - 10/4; 7:15am-7:30am - 10/5
8. Sound level requested at 50 feet from noise source (dBA/Decibels): Up to 85 Decibels
9. Mailing address w/zip code: 355 Randolph Ave, Suite 200, St Paul, MN 55102
10. Briefly describe the noise source and equipment involved: Event announcements and music using microphones and music connected to a speaker system
11. Describe the steps that will be taken to minimize the noise levels: Position speakers so they face the roadway and keep the decibel levels minimized
12. State reason for seeking variance (example - music, announcements, construction, etc.): Event related announcements and entertainment
13. Maximum number of attendees: 6,000 Sat & 18,000 Sun
14. A site diagram & map must be attached showing location of noise source(s), streets, stages, tents, etc. **(If there will be amplified sound, indicate location and direction that all speakers will be facing). Multiple locations may require more than one application.**
15. Submit completed application, site diagram/map, and \$178 fee to:

**CITY OF SAINT PAUL
DEPARTMENT OF SAFETY AND INSPECTIONS
375 JACKSON STREET, SUITE 220
SAINT PAUL, MN 55101-1806**

Signature of responsible person: Sam Rush Date: 06/26/2025

2025 Medtronic Twin Cities Marathon Weekend Finish Area Amplified Sound Locations



— = speaker bank
 ↑ = audio direction/coverage

Frances Birch

From: City of Saint Paul <cityofsaintpaul@public.govdelivery.com>
Sent: Monday, September 8, 2025 4:18 PM
To: Frances Birch
Subject: Courtesy Copy: Sound Level Variance Application, Twin Cities in Motion, Medtronic Twin Cities Marathon 2025

This is a courtesy copy of an email bulletin sent by Barb McMonigal-St. Dennis.

This bulletin was sent to the following groups of people:

Subscribers of ENS - D17: CapitolRiver Council or ENS - D8: Summit-University Planning Council (1590 recipients)

Event: Twin Cities in Motion, Medtronic Twin Cities Marathon 2025

Description of Variance:

Location: Minnesota State Capitol Grounds – 75 Rev Dr Martin Luther King Jr Blvd

Noise Source: Sam Rush, Twin Cities in Motion, Event Operations Manager has applied for a sound level variance in order to provide amplified sound for announcements, speakers and/or music at the 2025 Medtronic Twin Cities Marathon, from 7:00 a.m. to 12:00 p.m., with a pre-event sound check from 6:30 a.m. to 7:00 a.m. on Saturday, October 4, 2025 and from 7:30 a.m. to 3:30 p.m., with a pre-event sound check from 7:15 a.m. until 7:30 a.m. on Sunday, October 5, 2025 at Minnesota State Capitol Grounds – 75 Rev Dr Martin Luther King Jr Blvd. The Department of Safety and Inspections recommends the following conditions: 1) Variance will be for the hours of 7:00 a.m. to 12:00 p.m., with a pre-event sound check from 7:00 a.m. to 7:15 a.m. on Saturday, October 4, 2025 and from 7:30 a.m. to 3:30 p.m., with a pre-event sound check from 7:15 a.m. until 7:30 a.m. on Sunday, October 5, 2025. 2) All electronically powered equipment used in conjunction with the event must not exceed 85 dBA as measured 50 feet from sound source. 3) The applicant shall monitor the decibel level from the variance approved distance of each noise source and create a report that records the general operating decibel levels within 15 minutes of the start of each performing act and at intervals no greater than 60 minutes apart thereafter. The report shall be made available for viewing by city staff, upon request during the variance or within 30 days thereafter. Applicant shall also conduct a decibel reading during the variance upon request of city staff. 4) All electronically powered equipment, PA systems, loudspeakers or similar devices will be turned off no later than 12:00 p.m. on Saturday, October 4, and no later than 3:30 p.m. on Sunday, October 5, 2025, the event dates.

Submit comments for Public Hearing electronically. The public may comment on public hearing items in person, in writing or via voicemail. Any comments and materials submitted by 12:00 pm of the day before the meeting, Tuesday, September 23, 2025, will be attached to the public record and available for review by the City Council. Comments may be submitted as follows: Written public comment on public hearing items can be submitted to Contact-Council@ci.stpaul.mn.us, CouncilHearing@ci.stpaul.mn.us, or by voicemail at 651-266-6805. Live testimony will be taken in person in the Council Chambers, and by telephone by registering to speak by noon on the day before the meeting. The registration link is located on the City Council website at www.stpaul.gov/council or <https://forms.office.com/g/TD3xN7WHy5>. Members of the public may view City Council meetings online at <https://stpaul.legistar.com/Calendar.aspx> or on local cable Channel 18.

A public hearing before the City Council on this variance request will be held on:

Date: Wednesday, September 24, 2025

Time: 3:30 p.m.

Location: 3rd floor, City Hall Council Chambers

After the public hearing, the Council may grant, deny, or modify the variance request.

If you have questions about the sound level variance, please contact: Barb McMonigal-St.Dennis, Environmental Health Specialist, 651-266-9137, barb.mcmonigal-st.dennis@ci.stpaul.mn.us



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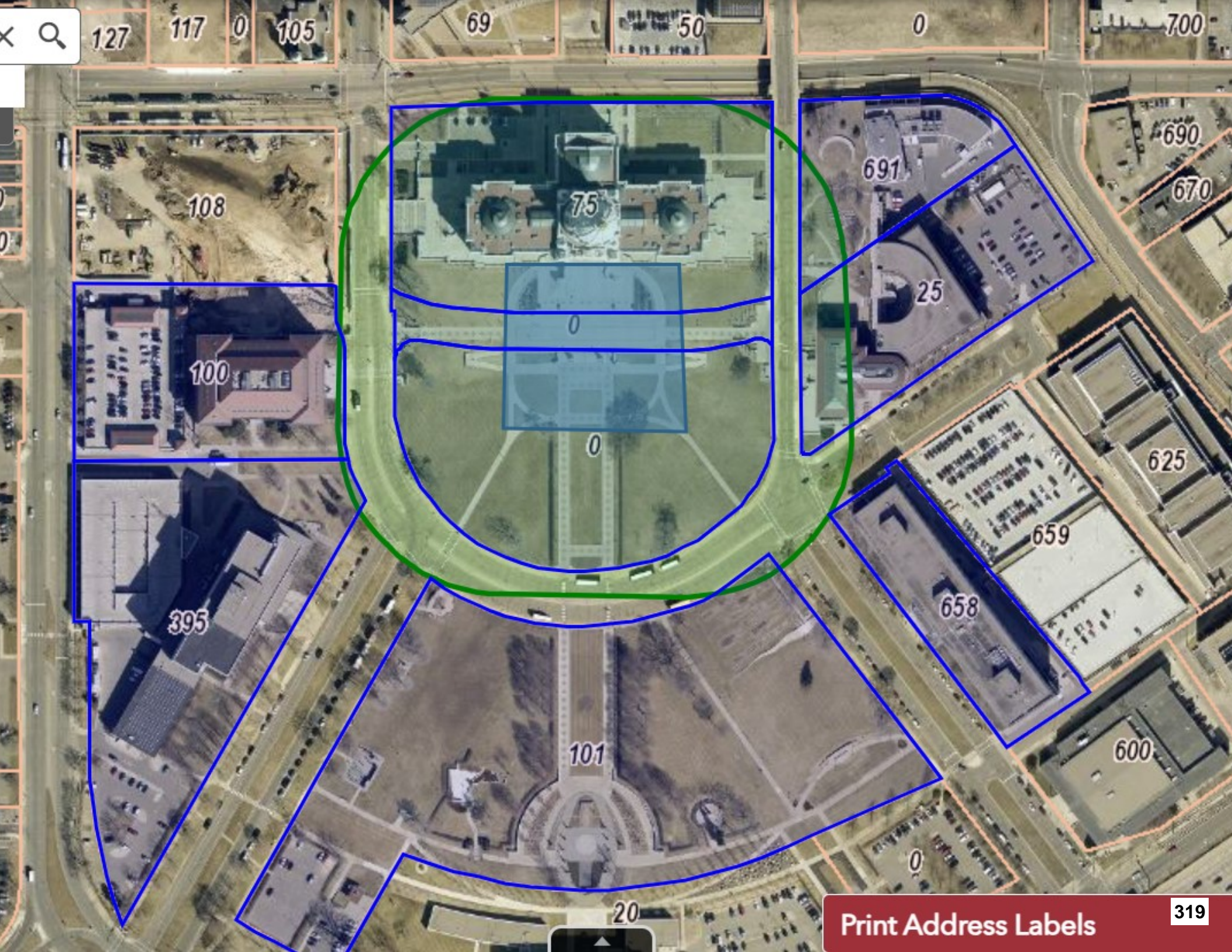
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September 9, 2025

STATE OF MN PM CAPITOL MALL
50 SHERBURNE AVE STE 50
SAINT PAUL MN 55155-1402

NOTICE OF PUBLIC HEARING

Sound Level Variance

2025 Medtronic Twin Cities Marathon – Minnesota State Capitol Grounds

Dear St. Paul Property Owner:

This is to inform you of a request for a variance from the sound level limitations as indicated in the St. Paul Noise Ordinance (Chapter 293 of the St. Paul Legislative Code). Property owned by you and located near the noise source, may be affected by this variance request. Rental property owners must provide a copy of this notice to all renters or post a copy in a common area of the building so it can be viewed by the occupants.

Description of Variance:

Location: Minnesota State Capitol Grounds – 75 Rev Dr Martin Luther King Jr Blvd

Noise Source: Sam Rush, Twin Cities in Motion, Event Operations Manager has applied for a sound level variance in order to provide amplified sound for announcements, speakers and/or music at the 2025 Medtronic Twin Cities Marathon, from 7:00 a.m. to 12:00 p.m., with a pre-event sound check from 6:30 a.m. to 7:00 a.m. on Saturday, October 4, 2025 and from 7:30 a.m. to 3:30 p.m., with a pre-event sound check from 7:15 a.m. until 7:30 a.m. on Sunday, October 5, 2025 at Minnesota State Capitol Grounds – 75 Rev Dr Martin Luther King Jr Blvd. The Department of Safety and Inspections recommends the following conditions: 1) Variance will be for the hours of 7:00 a.m. to 12:00 p.m., with a pre-event sound check from 7:00 a.m. to 7:15 a.m. on Saturday, October 4, 2025 and from 7:30 a.m. to 3:30 p.m., with a pre-event sound check from 7:15 a.m. until 7:30 a.m. on Sunday, October 5, 2025. 2) All electronically powered equipment used in conjunction with the event must not exceed 85 dBA as measured 50 feet from sound source. 3) The applicant shall monitor the decibel level from the variance approved distance of each noise source and create a report that records the general operating decibel levels within 15 minutes of the start of each performing act and at intervals no greater than 60 minutes apart thereafter. The report shall be made available for viewing by city staff, upon request during the variance or within 30 days thereafter. Applicant shall also conduct a decibel reading during the variance upon request of city staff. 4) All electronically powered equipment, PA systems, loudspeakers or similar devices will be turned off no later than 12:00 p.m. on Saturday, October 5, and no later than 3:30 p.m. on Sunday, October 6, 2024, the event dates.

Submit comments for Public Hearing electronically. The public may comment on public hearing items in person, in writing or via voicemail. Any comments and materials submitted by 12:00 pm of the day before the meeting, Tuesday, September 23, 2025, will be attached to the public record and available for review by the City Council. Comments may be submitted as follows: Written public comment on public hearing items can be submitted to Contact-Council@ci.stpaul.mn.us, CouncilHearing@ci.stpaul.mn.us, or by voicemail at 651-266-6805. Live testimony will be taken in person in the Council Chambers, and by telephone by registering to speak by noon on the day before the meeting. The registration link is located on the City Council website at www.stpaul.gov/council or <https://forms.office.com/g/TD3xN7WHy5>. Members of the public may view City Council meetings online at <https://stpaul.legistar.com/Calendar.aspx> or on local cable Channel 18.

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Date: Wednesday, September 24, 2025

Time: 3:30 p.m.

Location: 3rd floor, City Hall Council Chambers

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If you have questions about the sound level variance, please contact: Barb McMonigal-St.Dennis, Environmental Health Specialist, 651-266-9137, barb.mcmonigal-st.dennis@ci.stpaul.mn.us

tax-name	tax-address	tax-city
STATE OF MN ROSE GARDEN AREA	50 SHERBURNE AVE STE G10	SAINT PAUL MN 55155-1402
STATE OF MN PM	50 SHERBURNE AVE STE G10	SAINT PAUL MN 55155-1402
STATE OF MINNESOTA	50 SHERBURNE AVE STE G10	SAINT PAUL MN 55155-1402
STATE OF MN DEPT OF ADMIN	50 SHERBURNE AVE STE G10	SAINT PAUL MN 55155-1402
STATE OF MN PM CAPITOL MALL	50 SHERBURNE AVE STE G10	SAINT PAUL MN 55155-1402



September 9, 2025

Sam Rush
Twin Cities in Motion
355 Randolph Ave, Suite 200
St. Paul, MN 55102

Dear Sam Rush:

This is to confirm that our office has received your application for a variance from the city's noise ordinance for a Medtronic Twin Cities Marathon Weekend event and that the variance is being processed. The Department of Safety and Inspections has recommended that a variance be issued with conditions.

Submit comments for Public Hearing electronically. The public may comment on public hearing items in person, in writing or via voicemail. Any comments and materials submitted by 12:00 pm of the day before the meeting, Tuesday, September 23, 2025, will be attached to the public record and available for review by the City Council. Comments may be submitted as follows: Written public comment on public hearing items can be submitted to Contact-Council@ci.stpaul.mn.us, CouncilHearing@ci.stpaul.mn.us, or by voicemail at 651-266-6805. Live testimony will be taken in person in the Council Chambers, and by telephone by registering to speak by noon on the day before the meeting. The registration link is located on the City Council website at www.stpaul.gov/council or <https://forms.office.com/g/TD3xN7WHy5>.

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Location: 3rd floor, City Hall Council Chambers

After the public hearing, the Council may grant, deny, or modify the variance request.

If you have questions about the sound level variance, please contact: Barb McMonigal-St.Dennis, Environmental Health Specialist, 651-266-9137, barb.mcmonigal-st.dennis@ci.stpaul.mn.us



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RLH CO 25-9

File ID: RLH CO 25-9

Type: Resolution LH Correction
Order (Code Enforcement
Only)

Status: LH Review

Version: 2

**Contact
Number:**

In Control: City Council

File Created: 08/22/2025

File Name: 1635 Montreal Avenue

Final Action:

Title: Appeal of Parker Hoen to a Correction Notice at 1635 MONTREAL AVENUE.
(September 23, 2025 Legislative Hearing)

Notes: Walk-in. LH on 9/9/25 at 11:00 a.m. in Room 330 City Hall.
8/25/25: Parker Hoen
parkerhoen@gmail.com
507-456-5981

Per MM: put on 9/23 LH and 9/24 CPH - JZ. email sent to PO 9-4

Agenda Date: 09/24/2025

Sponsors: Jost

Enactment Date:

Attachments: 1635 Montreal Ave.appeal.8-22-25.pdf, 1635
Montreal Ave.Kedrowski email & photos 8-26-25.pdf,
1635 Montreal Ave.email chain 8-27-25.pdf, 1635
Montreal.Vang Zimny Hoen email chain.9-4-25

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Racquel.Naylor@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
2	Legislative Hearings	09/23/2025	Referred	City Council	09/24/2025		
	Action Text: Referred to the City Council due back on 9/24/2025						
	Notes: Refer back to LH October 14, 2025 at 11 am for further discussion.						

Text of Legislative File RLH CO 25-9

Appeal of Parker Hoen to a Correction Notice at 1635 MONTREAL AVENUE. (September 23, 2025 Legislative Hearing)

WHEREAS, in the matter of the Appeal of Parker Hoen to a Correction Notice at 1635 MONTREAL AVENUE, the Legislative Hearing Officer has reviewed the appeal and considered the testimony of City staff and the appellant;

WHEREAS, the Legislative Hearing Officer's recommendation is forthcoming; Now, Therefore, Be It

RESOLVED, that the Saint Paul City Council hereby accepts and adopts the Legislative Hearing Officer's recommendation in this matter.



APPLICATION FOR APPEAL

Saint Paul City Council – Legislative Hearings

RECEIVED

AUG 22 2025

310 City Hall, 15 W. Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: (651) 266-8585

We need the following to process your appeal:

- ☒ \$25 filing fee (non-refundable) (payable to the City of Saint Paul)(if cash: receipt number 957206)
 - ☒ Copy of the City-issued orders/letter being appealed
 - ☐ Attachments you may wish to include
 - ☒ This appeal form completed
 - ☒ Walk-In OR ☐ Mail-In
- for abatement orders only: ☐ Email OR ☐ Fax

CITY CLERK

HEARING DATE & TIME

(provided by Legislative Hearing Office)

Tuesday, September 9, 2025

Location of Hearing:

☐ Telephone: you will be called between

&

☒ In person (Room 330 City Hall) at: 11:00 a.m.

(required for all Fire C of O revocation & vacate; Condemnation orders)

Address Being Appealed:

Number & Street: 1635 MONTREAL AVE City: ST. PAUL State: MN Zip: 55116

Appellant/Applicant: Parker Hoen Email: Parkerhoen@gmail.com

Phone Numbers: Business _____ Residence _____ Cell 501-456-5981

Signature: [Signature] Date: 8/22/2025

Name of Owner (if other than Appellant): —

Mailing Address if Not Appellant's: —

Phone Numbers: Business _____ Residence _____ Cell _____

What Is Being Appealed and Why? Attachments Are Acceptable

- ☐ Vacate Order/Condemnation/Revocation of Fire C of O
- ☐ Summary/Vehicle Abatement
- ☐ Fire C of O Deficiency List/Correction
- ☒ Code Enforcement Correction Notice
- ☐ Vacant Building Registration
- ☐ Other (Fence Variance, Code Compliance, etc.)

Disputing the interpretation of the cited code.

Revised 3/18/2021



SAINT PAUL
SAFETY & INSPECTIONS

Department of Safety and Inspections (DSI)
Angie Wiese, PE (MN), CBO, DIRECTOR

375 Jackson Street, Suite 220
St. Paul, Minnesota 55101-1806
Phone: 651-266-8989 Fax: 651-266-8951
Visit our website at www.stpaul.gov/dsi

Yog hals tias jol tsis to taub tsab ntway no, hu rau ntawm (651) 266-8989. Lawv miam nrhiav ib tug neag txhais lus los pab koj.

Parker Hoen
1635 Montreal Ave
St Paul, MN 55116

CORRECTION NOTICE

Date: August 15, 2025
RE: 1635 Montreal Ave

Dear Sir/Madam:

The City of Saint Paul, Department of Safety and Inspections has inspected the above referenced property on **August 14, 2025** and has determined that the following deficiencies exist in violation of the Saint Paul Legislative Code.

1. SPLC 34.08 (2). - **DRAINAGE**: Please re-direct your drainage away from the public sidewalk/street. Your current direction is causing a nuisance and you are not authorized to have discharge to any street, sidewalk, alley, or right-of-way. This interferes or renders dangerous for passage on the public sidewalk, street, or alley.

YOU ARE NOT ALLOWED TO DRAIN YOUR GUTTERS ONTO THE CITY RIGHT-OF-WAY.

PLEASE IMMEDIATELY REMOVE THE UNDERGROUND PVC PIPES THAT ARE RUNNING UNDER THE RETAINING WALL/ FENCE AND ONTO THE CITY RIGHT-OF-WAY.

YOUR DOWNSPOUT DISCHARGE MUST BE DIRECTED TO THE FRONT AND REAR YARD AND NOT TOWARD THE PROPERTY BOUNDARY. THANK YOU.

You are hereby notified to correct these deficiencies in accordance with the appropriate codes. The enforcement Officer will re-inspect these premises on or after **August 25, 2025**, by which date the violations noted must be corrected. Failure to correct these deficiencies may result in an abatement and /or additional fees for re-inspection. USA - 1940

STAVE = 651-266-1928
6192

You may file an appeal to this notice by contacting the City Clerk's Office at (651) 266-8585. Any appeal must be made in writing within 10 days of the date of this notice. (You must submit a copy of this Notice when you appeal and pay a filing fee.)

If you have any questions or request additional information concerning this matter, please contact Inspector Richard Kedrowski, at (651) 266-9141. To arrange an appointment or request an extension of time to complete repairs, you will need to speak directly to the inspector.

Sincerely,

Richard Kedrowski
Enforcement Officer
Badge No: 320

Footnote:

To see the legislative Code go to www.stpaul.gov on the internet, click on "Departments", then click on "Department of Safety and Inspections", scroll down the page for the "Codes". Most Correction Notices derive from Chapter 34.

***WARNING:** Code inspection and enforcement trips cost the taxpayers money. If multiple trips within a year to your property are required to ensure compliance with the law, you may be charged for the cost of inspections and enforcement trips to your property. Such charges are in addition to any other fines or assessments which may be levied against you and your property.

Mai Vang

From: Richard Kedrowski
Sent: Tuesday, August 26, 2025 5:55 AM
To: Mai Vang
Cc: Marcia Moermond; Joanna Zimny; Lisa Martin
Subject: 1635 Montreal Ave.

Good morning Mai,

This complaint was forwarded to us from Public Works. The property owner has buried the discharge pipes from his gutter downspouts under his new fence, toward the west, and onto the city sidewalk/path that runs north/south next to his property. This is causing erosion on the hill and water on the sidewalk. See attached photos.

The last photo shows an image from Google maps from before he buried the pipes, that shows his downspouts facing north and south and discharging into the yard as they should be. My orders directed him to restore the downspout to discharge onto his lawn and not onto the public right of way.

Please let me know if you have any other questions.

Thank you
Dick











Sent from my iPhone

Mai Vang

From: *CI-StPaul_LegislativeHearings
Sent: Wednesday, August 27, 2025 1:08 PM
To: 'Parker Hoen'; *CI-StPaul_LegislativeHearings
Cc: Lisa Martin; Richard Kedrowski
Subject: RE: 1635 Montreal Avenue - Legislative Hearing on 9/9/25 at 11:00 a.m.

Hi Mr. Hoen,

I consulted with the Legislative Hearing Officer and she is not willing to continue the matter that far out to 9/23, given the frost is upon us soon. Therefore, you may submit written statement stating your grounds for appealing this order you received. As Ms. Naylor indicated below, your statement will be part of the record and she will make a recommendation and based on that, you may contest at City Council.

Mai Vang

(She, her)

Legislative Hearing Coordinator | St Paul City Council

M: (651) 266-8585 ; D: (651) 266-8563

310 City Hall, 15 W. Kellogg Blvd, St Paul, MN 55102



From: Parker Hoen <parkerhoen@gmail.com>
Sent: Friday, August 22, 2025 2:52 PM
To: *CI-StPaul_LegislativeHearings <LegislativeHearings@ci.stpaul.mn.us>
Subject: Fwd: 1635 Montreal Avenue - Legislative Hearing on 9/9/25 at 11:00 a.m.

Hey Mai,

Please see above.

I am out of town on Tuesday 8/26, Tuesday 9/9 and Tuesday 9/16.

My appeal is currently scheduled for 9/9 @11am. Would it be possible for me to have my appeal on 9/2 or 9/23?

Thank you!

-Parker

----- Forwarded message -----

From: **Racquel Naylor** <racquel.naylor@ci.stpaul.mn.us>

Date: Fri, Aug 22, 2025 at 2:45 PM

Subject: RE: 1635 Montreal Avenue - Legislative Hearing on 9/9/25 at 11:00 a.m.

To: Parker Hoen <parkerhoen@gmail.com>

Cc: *CI-StPaul_LegislativeHearings <LegislativeHearings@ci.stpaul.mn.us>

Mr. Hoen,

In that case, I suggest that we keep the hearing on September 9.

Please send a very detailed explanation of why you are appealing and what you are looking for. You may send photographs and anything else to support your appeal. Please use the Legislative Hearing address copied on this e-mail. The Legislative Hearing Officer will use your e-mail and supporting documents in lieu of you appearing in person.

Unfortunately, the Legislative Hearing Officer is unavailable, and I am unable to assist any further on scheduling. You may contact Mai, Legislative Hearing Coordinator, on Monday, August 25. She is at 266-8585. You also have her e-mail address. She may be able to grant permission to schedule this further out.

Have a nice weekend.

Racquel Naylor

Legislative Hearings

Suite 310 City Hall

15 Kellogg Boulevard West

Saint Paul, MN 55102

Phone: 651-266-8585

Fax: 651-266-8574

From: Parker Hoen <parkerhoen@gmail.com>

Sent: Friday, August 22, 2025 2:29 PM

To: Racquel Naylor <racquel.naylor@ci.stpaul.mn.us>

Subject: Re: 1635 Montreal Avenue - Legislative Hearing on 9/9/25 at 11:00 a.m.

Think Before You Click: This email originated outside our organization.

Unfortunately I will also be out of town for a conference on the 26th. Sorry about that, the early fall is very busy for my work.

-Parker

On Fri, Aug 22, 2025 at 2:24 PM Racquel Naylor <racquel.naylor@ci.stpaul.mn.us> wrote:

The Legislative Hearing Officer is able to add you to the agenda for this Tuesday, August 26, 11:00 a.m. Will that work? -Racquel

From: Parker Hoen <parkerhoen@gmail.com>

Sent: Friday, August 22, 2025 2:12 PM

To: Racquel Naylor <racquel.naylor@ci.stpaul.mn.us>

Subject: Re: 1635 Montreal Avenue - Legislative Hearing on 9/9/25 at 11:00 a.m.

You don't often get email from parkerhoen@gmail.com. [Learn why this is important](#)

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Hey Racquel,

I have a conference on both Tuesday 9/9 and Tuesday 9/16. Would it be possible for me to have my appeal on 9/2 or 9/23?

Thank you!

On Fri, Aug 22, 2025 at 2:09 PM Racquel Naylor <racquel.naylor@ci.stpaul.mn.us> wrote:

Mr. Hoen,

Thank you for sending me the Correction Notice.

I have scheduled your appeal for **Tuesday, September 9, 2025**. This will be an in-person hearing at **11:00 a.m.** in **Room 330** of the Courthouse, which is the same building where you filed your appeal.

Have a nice weekend.

Racquel Naylor

Legislative Hearings

Suite 310 City Hall

[15 Kellogg Boulevard](#) West

Saint Paul, MN 55102

Phone: 651-266-8585

Fax: 651-266-8574

From: Parker Hoen <parkerhoen@gmail.com>

Sent: Friday, August 22, 2025 12:55 PM

To: Racquel Naylor <racquel.naylor@ci.stpaul.mn.us>

Subject: Correction Notice appeal

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Hey Racquel,

Thank you for your help today!

Attached is a photo of the citation I received. Please let me know if you need anything else!

-Parker

From: [*CI-StPaul_LegislativeHearings](#)
To: parkerhoen@gmail.com
Cc: [*CI-StPaul_LegislativeHearings](#)
Subject: FW: 1635 Montreal Avenue - Legislative Hearing on 9/9/25 at 11:00 a.m.
Date: Thursday, September 4, 2025 1:04:00 PM
Attachments: [image001.png](#)
[image002.png](#)
Importance: High

Good afternoon Mr. Hoen,
Apologies for the delayed follow up on this, Ms. Vang is out of the office and we just heard back from the hearing officer on this.

After further review, Ms. Moermond will agree to move your Legislative Hearing to Tuesday, **SEPTEMBER 23, 2025 (same time frame)**. This will also be scheduled for a Council Public Hearing the **following day**, Wednesday, September 24, 2025 at 3:30 pm in room 330 City Hall. So, if you think you will be contesting whatever the Legislative Hearing officer's recommendation is from 9/23, you will want to plan on coming on 9/24 to the Council Public Hearing to testify.

Please let me know if you have questions, otherwise we will call you between 11 am and 1 pm on 9/23.

Thank you!
Joanna



Joanna Zimny

Legislative Hearing Executive Assistant
Legislative Hearing Office
Pronouns: she/her/hers
Saint Paul City Hall
Suite 310
15 W. Kellogg Blvd.
Saint Paul, MN 55102
P: 651-266-8585

joanna.zimny@ci.stpaul.mn.us
www.StPaul.gov



Please consider the environment before printing this email

From: *CI-StPaul_LegislativeHearings
Sent: Wednesday, August 27, 2025 1:08 PM
To: 'Parker Hoen' <parkerhoen@gmail.com>; *CI-StPaul_LegislativeHearings <LegislativeHearings@ci.stpaul.mn.us>
Cc: Lisa Martin <lisa.martin@ci.stpaul.mn.us>; Richard Kedrowski <Richard.Kedrowski@ci.stpaul.mn.us>
Subject: RE: 1635 Montreal Avenue - Legislative Hearing on 9/9/25 at 11:00 a.m.

Hi Mr. Hoen,

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Mai Vang

(She, her)

Legislative Hearing Coordinator | St Paul City Council

M: (651) 266-8585 ; D: (651) 266-8563

310 City Hall, 15 W. Kellogg Blvd, St Paul, MN 55102



SAINT PAUL
MINNESOTA

From: Parker Hoen <parkerhoen@gmail.com>

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Hey Mai,

Please see above.

I am out of town on Tuesday 8/26, Tuesday 9/9 and Tuesday 9/16.

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Thank you!

-Parker

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Mr. Hoen,

In that case, I suggest that we keep the hearing on September 9.

Please send a very detailed explanation of why you are appealing and what you are looking for. You may send photographs and anything else to support your appeal. Please use the Legislative Hearing address copied on this e-mail. The Legislative Hearing Officer will use your e-mail and supporting documents in lieu of you appearing in person.

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Have a nice weekend.

Racquel Naylor
Legislative Hearings
Suite 310 City Hall
15 Kellogg Boulevard West
Saint Paul, MN 55102
Phone: 651-266-8585
Fax: 651-266-8574

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Sent: Friday, August 22, 2025 2:29 PM

To: Racquel Naylor <racquel.naylor@ci.stpaul.mn.us>

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Thank you!

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Hey Racquel,

Thank you for your help today!

Attached is a photo of the citation I received. Please let me know if you need anything else!

-Parker



City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: RLH VBR 25-21

File ID: RLH VBR 25-21

Type: Resolution LH Vacant
Building Registration

Status: Agenda Ready

Version: 4

**Contact
Number:**

In Control: City Council

File Created: 05/06/2025

File Name: 385 University Ave W

Final Action:

Title: Appeal of Gladys Igbo to a Vacant Building Registration Fee Warning Letter at
385 UNIVERSITY AVENUE WEST.

Notes: LH teleconference on 5/13/25 between 1:00 & 3:00 p.m. Call Gladys Igbo at 651-983-8151,
dysie33@aol.com..

Agenda Date: 09/24/2025

Sponsors: Bowie

Enactment Date:

Attachments: 385 University Ave W.appeal.5-6-25.pdf, 385
University Ave W.Revocation Notice 9-6-17.pdf, 385
University Ave W.Fire Referral Response Ltr
5-31-22.pdf, 385 University Ave W.Receipt-Bldg
permit 8-9-24.pdf, 385 University Ave W.Igbo
Ltr.5-16-25, 385 University Ave W.Igbo Ltr.5-23-25,
385 University Ave W.Code Compliance1-17-23.pdf,
385 University Ave W.Igbo Ltr.5-30-25, 385
University Ave W.Igbo Ltr.7-18-25, 385 University
Ave W.Igbo Ltr.8-8-25, 385 University Ave W.Igbo
Ltr.8-22-25, 385 University Ave W.Zane permit
email.8-19-25, 385 University Ave W.Zane CCC
email.8-25-25, 385 University Ave W.Igbo Ltr.8-26-25

Financials Included?:

Contact Name:

Hearing Date:

Entered by: Racquel.Naylor@ci.stpaul.mn.us

Ord Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Legislative Hearings	05/13/2025	Laid Over	Legislative Hearings	05/20/2025		
Action Text: Laid Over to the Legislative Hearings due back on 5/20/2025							
Notes: Layover to LH May 20, 2025 at 1 pm for further discussion after PO speaks to building inspector.							
Gladys Igbo, owner, appeared via phone							
[Moermond gives background of appeals process]							
Staff report by Supervisor Matt Dornfeld: this was previously appealed in front of you, given a 180-day waiver, and required a Code Compliance Inspection Report. There are permits on file but haven't had any activity and are open.							

Igbo: it isn't vacant. I did pay everything. All the permits. I wrote a personal check and the Department of Safety & Inspections cashed it for \$2,041.96. it is restored. I did contact Mr. Clint Zane who never showed up. I also contacted Marcia Halliday but no one has showed up. I'm disputing the fee because it isn't vacant. The City didn't send anyone to look at it. I am willing to show it if someone will show up. All the permits were paid. That was August 9, 2024 that I paid.

Moermond: Mr. Dornfeld, do you have Flannery Construction pulling permits?

Dornfeld: yes.

Igbo: my building was operational then a vehicle hit it. I got insurance money but it wasn't enough. Flannery was going to do \$157,000 to restore the building. The person who hit it didn't have insurance. I only received \$40,000. I had to use a cheaper company and everything got done. I contacted Clint and no one showed up.

Moermond: the City is looking for warm air, mechanical and building permits that are open to be closed. That means each of those areas needs to have an inspector go through and final the permits.

Igbo: exactly, exactly. That's why I called.

Moermond: it is confusing because the name on the permits is Flannery Construction. That is saying their taking responsibility, their license, bonding. It could be that is making it difficult for you to get them finalized if someone else came in to do the work. You'll have to sort that out with Mr. Zane.

Igbo: they have to come and look and see it isn't in default. They need to physically come. I have to be there to open the door. There is a sign, when I paid all that money, the sign at the window checked off all those things on University Avenue and no one saw that or contacted me to ask to get in.

Moermond: what I was trying to explain is that it is normal in these cases for the contractor whose name is on the permit to be the one in communication with the inspector.

Igbo: oh, I see. I can have the contractor call. Everything is done. I can be there to open the door. I see what you are saying now. I couldn't use Flannery because it was too expensive. You can ask him. I told them I'm sorry I can't retain you because insurance only gave me \$40,000. You are charging me \$156,000. I let them go. I hired the cheaper worker to get it restored, which it is. Everything is done. Just needs to be checked for safety. I have Clint Zane's number. I have all the numbers.

Moermond: we'll let him know you'll be calling. Let's talk next week and see if we can have this straightened out by then.

1	Legislative Hearings	05/20/2025	Laid Over	Legislative Hearings	05/27/2025
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Action Text: Laid Over to the Legislative Hearings due back on 5/27/2025

Notes: Layover to LH May 27, 2025 at 1 pm (unable to reach PO).

Voicemail left at 1:36 pm: we're trying to reach you about 385 University Ave. We'll try you back in a few minutes here to hopefully discuss it.

Voicemail left at 1:45 pm: this is Marcia Moermond from St. Paul City Council calling you again about your appeal for 385 University Avenue. This is our second call today. We won't be calling again. We were really hoping for an update from you about a conversation with Clint Zane, the building inspector. You hired contractors and were looking to get permits squared away. We'll continue this another week and that will be your last chance before it goes to City Council.

1	Legislative Hearings	05/27/2025	Referred	City Council	06/11/2025
---	----------------------	------------	----------	--------------	------------

Action Text: Referred to the City Council due back on 6/11/2025

Notes: Waive the VB fee for 90 days (to August 6, 2025).

No one appeared

Voicemail left at 1:18 pm: this is Marcia Moermond from St. Paul City Council calling Gladys Igbo about 385 University Avenue. We tried to reach you last week as well. Call Clint Zane at 651-266-9029 and was also in the most recent letter you received. Call with any questions.

Moermond: waive fee for 90 days for her to get sign offs to get permits squared away. If she needs new permits she will have to do that as well. That's to August 6, 2025.

2	City Council	06/11/2025	Referred	Legislative Hearings	07/15/2025	Pass
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Action Text: Referred to July 15, 2025 Legislative Hearing

Notes: Marcia Moermond, Legislative Hearing Officer: I met with Gladys Igbo earlier tonight and connected her with relevant inspectors and the building official at the Department of Safety and Inspections, hoping to get permitting issues resolved before this comes back to Council. I am asking you to refer this back to Legislative Hearing on July 15, 2025.

Councilmember Bowie moved approval.

Yea: 7 Councilmember Noecker, Councilmember Yang, Councilmember Kim, Councilmember Bowie, Councilmember Jost, Councilmember Johnson, and Councilmember Privratsky

Nay: 0

2	Legislative Hearings	07/15/2025	Referred	City Council	08/06/2025
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Action Text: Referred to the City Council due back on 8/6/2025

Notes: Layover to LH August 5, 2025. Recommendation forthcoming pending status of permits on 8/5. CPH 8/6.

Gladys Igbo, owner, appeared via phone

Moermond: you got your 90-day waiver and Council referred it back to today with the expectation you'd be working on those permits and getting this done.

Staff update by Supervisor Mitch Imbertson: this still has revoked Fire Certificate of Occupancy and monitored as a Category 2 Vacant Building. Some progress with a finalized building permit. The Code Compliance certificate can't be issued until all trades permits are closed. We still have a warm air and mechanical permit that need final inspection. I'm told they recently came and weren't allowed access to all areas they needed to inspect. We also need an additional permit for an AC that was found to be installed without permit by the mechanical inspector.

Staff update by Supervisor Matt Dornfeld: I have nothing to add to the record at this time.

Moermond: so specific items they need done. Where are you at with access, permit for AC and finals for permits already pulled for the furnace?

Igbo: they are scheduled and twice no one showed up. I am waiting for Chris Whiskur to contact me because the company doesn't want me calling, they want the inspector's office to call. I'm waiting for him to contact me about when it is scheduled.

The previous ones he scheduled the contractor never showed, twice. I called and spoke with the office manager and she told me I couldn't call, it had to be the inspector's office to schedule it with them.

Moermond: Mr. Imbertson, in my understanding it is the contractor who reaches out to the inspector to schedule for that inspection. Has there been a change in procedure?

Imbertson: that's accurate but there was a note that the inspector left a business card with the building owner and encouraged her to call to get back on the schedule. That was maybe related to not getting access. He also notes the first attempt he was there and was not met by anyone. Not sure if that was confusion about the time or what.

Igbo: I was there because he said 1 to 3. I waited and then got a text from him and said he had time early and now no one was there and he already went to a different site. I arrived at 1:20 but he said he came much earlier because he had time open and no one was there. The building is locked because no one is there unless I meet someone.

Moermond: I hear confusion about expectations. Another time the inspector got in but notes you didn't have keys for the area for where the furnace.

Igbo: I only lease the second level. I don't have anything to do with the ground level. They inspected

everything and were asking me some questions and I said this is the place the people worked on, and they wanted to go downstairs, but I told him I didn't get keys to downstairs. It is now all open so no one will be looking for the key. I have a little studio upstairs. The closet was open to the furnace upstairs but they had questions I couldn't answer. The contractor didn't show up. Since they want to see the whole place, it is open now. I'm waiting for the rescheduling so the contractor can answer their questions. That would be helpful. I don't know what they did.

Moermond: I am sure the inspector would agree. Was it the same contractor who did the furnace as the Air conditioning?

Igbo: yes.

Moermond: your contractor would want to be there because they did that work without a permit from the City. They really need to get those permits pulled and present for inspections.

Igbo: I pulled and paid for all the permits. Doesn't that count? I paid almost \$3,000.

Moermond: and there are permits for a lot of things, but not for the Air Conditioning.

Igbo: oh, ok. Maybe that's the only one. I went down and paid for them. Maybe one is pending. They have to let me know; I don't know. It was close to \$3,000. I'm willing to get another permit if that wasn't part of that.

They are the ones that actually did the work. I pulled the permits.

Imbertson: the \$3,000 was for the work, but the permits I am seeing are \$86 for a mechanical permit and \$94.50 for the warm/air ventilation. Wanted to clarify that the permits were not \$3,000.

Igbo: why would I being paying inspectors office then if it was for the work? They printed out all that and told me the total for the permits. I wrote them a check. I'm looking at it now with my receipt from the Department of Safety & Inspections.

Imbertson: there was a building permit separate from those other 2 permits we talked about. The refrigeration permit is the portion that needs to be applied for.

Igbo: this says it is permit for electrical inspection, mechanical inspection, plumbing inspection, warm air ventilation inspection. I paid \$2,401.96. I have the receipt here. If anything is pending I am willing to pay for it.

Moermond: the building permit cost was \$1,963. So that is the majority of what you paid for. That totals that \$2,400 figure. You still need to work on the AC permit. Work with your contractor to get inspectors in. They will want access to the same areas of before which it sounds like is open now. We have a waiver in place until August 6. Let's get this closed out by then, is that something you can do?

Igbo: yes.

2	Legislative Hearings	08/05/2025	Referred	City Council	08/06/2025
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Action Text: Referred to the City Council due back on 8/6/2025

Notes: Rescheduled to 8/19 at 1 pm (unable to verify if permit is finalized).

Moermond: we did need follow up information we'd typically get through STAMP or AMANDA. We're going to continue this to August 19.

2	City Council	08/06/2025	Referred	Legislative Hearings	08/19/2025
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Action Text: Referred to August 19, 2025 Legislative Hearing

3	Legislative Hearings	08/19/2025	Referred	City Council	09/24/2025
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Action Text: Referred to the City Council due back on 9/24/2025

Notes: Grant 120 waiver (to September 6), noting the CC certificate was issued 8/25/25 and the property should be released from the VB program.

Moermond: the mechanical permit has been finalized, which leaves one warm-air permit. Amanda continues to be down so it is hard to check on progress. We'll lay this over to September 9 and hopefully we'll have that permit finalized and can close at that time.

Text of Legislative File RLH VBR 25-21

Appeal of Gladys Igbo to a Vacant Building Registration Fee Warning Letter at 385 UNIVERSITY AVENUE WEST.

AMENDED 9/24/25

WHEREAS, in the matter of the Appeal of Gladys Igbo to a Vacant Building Registration Fee Warning Letter at 385 UNIVERSITY AVENUE WEST, the Legislative Hearing Officer has reviewed the appeal and considered the testimony of City staff and the appellant; and

WHEREAS, the Legislative Hearing Officer recommends that the City Council ~~waive vacant building fee for 90 days to August 6, 2025~~ grant 120 day waiver to September 6, 2025, noting the Code Compliance Certificate was issued 8/25/25 and the property should be released from the Vacant Building Program; Now, Therefore, Be It

RESOLVED, that the Saint Paul City Council hereby accepts and adopts the Legislative Hearing Officer's recommendation in this matter.



APPLICATION FOR APPEAL

Saint Paul Council – Legislative Hearings

MAY 06 2025

CITY CLERK

310 City Hall, 15 W. Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: (651) 266-8585

legislativehearings@ci.stpaul.mn.us

We need the following to process your appeal:

- ☒ \$25 filing fee (non-refundable) (payable to the City of Saint Paul) (if cash: receipt number _____)
- ☒ Copy of the City-issued orders/letter being appealed & any attachments you may wish to include
- ☒ Walk In ☐ Mail ☐ Email
- Appeal taken by: mel Z.

HEARING DATE & TIME

(provided by Legislative Hearing staff)

Tuesday, May 13, 2025

Location of Hearing:

- ☒ Telephone: you will be called between 1:00pm & 3:00pm
- ☐ In person (Room 330 City Hall) at: _____
(required for all condemnation orders and Fire C of O revocations and orders to vacate)

Address Being Appealed:

Number & Street: 385 University Avenue City: St Paul State: MN Zip: 55103Appellant/Applicant: Ltadys Igbo Email: dysie33@ad.comPhone Numbers: Business 651 983 8151 Residence 651 983 8151 Cell 651 983 8151Signature: [Signature] Date: 5/6/2025Name of Owner (if other than Appellant): Ltadys O. IgboMailing Address if Not Appellant's: 570 Telegraph Avenue St PaulPhone Numbers: Residence 651 983 8151 Cell 651 983 8151

What is being appealed and Why? Attachments Are Acceptable

- ☐ Vacate Order/Condemnation/Revocation of Fire C of O
- ☐ Summary/Vehicle Abatement
- ☐ Fire C of O Deficiency List/Correction
- ☐ Code Enforcement Correction Notice
- ☒ Vacant Building Registration
- ☐ Other (Fence Variance, Code Compliance, etc.)

This building my building is not vacant



CITY OF SAINT PAUL

375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806Telephone: 651-266-8989
Facsimile: 651-266-1919
www.stpaul.gov/dsi

May 07, 2025

Gladys O Igbo
570 Iglehart Ave
St Paul MN 55103-2420

Customer #: 1579292

Bill #: 1937543

VACANT BUILDING REGISTRATION FEE WARNING LETTER

The Saint Paul City Council has adopted legislation which requires owners of vacant buildings to pay an annual fee and submit a registration plan on the form(s) enclosed with this letter. The annual fee is **\$4,918.00**. The purpose of this fee is to partially reimburse the City for administrative costs for registering and processing the Vacant Building Owner Registration forms and for the cost of monitoring these properties for compliance with Saint Paul Legislative Codes.

*The fee for the vacant building located at **385 UNIVERSITY AVE W** is now past due. You have fifteen (15) days from the date of this letter to pay this bill before this fee is sent to assessment, to be collected with your property taxes.*

DO NOT MAIL CASH

Saint Paul Legislative Code, Chapter 43, requires this fee be paid no later than thirty (30) days after the building becomes vacant, and if not paid, the owner shall be subject to collections and prosecution as prescribed in the Legislative Code. Also, if at any time the registration fee is unpaid and owing, building permits will be denied for this building.

The full amount owed will be assessed to, and collected with, the taxes for this property as permitted by Saint Paul Legislative Code Chapter 43.

The owner(s) still will be subject to a criminal Summons and Complaint for failure to pay this vacant building registration fee. This citation will necessitate a court appearance in Ramsey County District Court and the owner(s) will be subject to penalties provided for by law. The enclosed registration form must accompany the fee payment.

You may pay this registration fee online by going to **online.stpaul.gov** and selecting the 'Make a Payment' option. You will need your customer number and bill number to process a payment - both can be found on this letter.

If you wish to pay in person, you may do so from 8:00am to 4:00pm Monday through Friday at:

DEPARTMENT OF SAFETY AND INSPECTIONS
375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806

All category 2 and category 3 vacant buildings must be winterized with gas and water services shut off or, alternately, an excess flow gas valve must be installed in the dwelling, within sixty (60) days of the date of this notice.

WRITTEN PERMISSION FROM THE CITY OF SAINT PAUL IS REQUIRED BEFORE A CATEGORY 2 OR CATEGORY 3 VACANT BUILDING CAN BE OCCUPIED OR SOLD.

Category 2: Requirements include: 1. register/re- register the building, 2. pay outstanding fee(s), 3. obtain a code compliance report, 4. submit for approval a rehab cost estimate from a licensed contractor and a schedule for completion of all code compliance work, 5. submit proof of financial responsibility acceptable to the City, and 6. obtain Zoning approval of the proposed use.

Category 3: All requirements listed for Category 2 vacant buildings, AND obtain a **Certificate of Occupancy OR Certificate of Code Compliance** prior to the sale of the building.

If the use of this building meets the definition of a nonconforming use by the Zoning Code, then the use will lose its nonconforming status 365 days from the date the building was declared vacant.

If you have questions about this registration fee or other vacant building requirements, please contact the Enforcement Officer, Rick Gavin, at 651- 266- 1910.

This registration form and fee is required by law. Your prompt attention to this matter is appreciated.

You may file an appeal to this fee or registration requirements, **unless the fee was previously appealed**, by contacting the City Clerk's Office by calling (651)266- 8688. Any appeal of this fee must be made within ten (10) days of the date of this notice.

Steve Magner
Vacant Buildings Program Manager

Enclosures: Regulations Requirements Information
Vacant Building Registration Form

SM: rg
vb_warning_letter 2/15



BUILDING PERMIT

PERMIT#: 20 23 075646
Issued Date: August 09, 2024

CITY OF SAINT PAUL
Department of Safety & Inspections
375 Jackson Street, Suite 220
Saint Paul, MN 55101- 1806
www.stpaul.gov/dsi
Phone: 651- 266- 8989
Fax: 651- 266- 9124

CONTRACTOR:

FLANNERY CONSTRUCTION INC
1375 ST ANTHONY AVE
ST PAUL MN 55104- 0000

OWNER:

GLADYS O IGBO
570 IGLEHART AVE
ST PAUL MN 55103- 2420

PERMIT ADDRESS:

385 UNIVERSITY AVE W
ST PAUL MN 55103- 1934

Inspector: Clint Z.

Phone: 651- 266- 9029

Schedule Inspection:
7:30- 9:00 AM Monday - Friday

SUB TYPE: Commercial

WORK TYPE: Repair

Misc. Minor Repairs. Misc. Minor Repairs. NONSTRUCTURAL REPAIR TO EXTERIOR WALL WHERE CAR WENT THROUGH BUILDING.

Valuation Override	No	Would you like to submit project plans electronically? (If yes, you will receive	No
SAC Required?	No	Plan Number	None
Existing Primary Use (Commercial)	C- Office/Retail Complex	State Valuation	\$157,910.00
Scope of Repair Work	Minor Repair	Structural Work?	No Structural Work
Interior/Exterior?	Both Int. and Ext.	Exterior Repair Work (C)	Misc. Minor Repairs
Primary Occupancy Group	M	Primary Construction Type	V- A
Contractor Name	Flannery Construction Inc	Application Method	Email
Date Received	Aug 24, 2023	Project Manager Name	GERRY FLANNERY
Project Manager Email	PERMITS@FLANNERYCONSTRUCTION.COM	Inclusion in Census Bureau/HUD Count	Add to Census Bureau/HUD Count
Inclusion in Met Council Count?	Add to Met Council Count	Vacant Building	Category 2
Change/Expansion of Use?	No		

FEES

Permit Fee	1,963.00
Surcharge B	78.96

TOTAL	\$2,041.96
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WORK REQUIRING A PERMIT SHALL NOT BE COMMENCED UNTIL THE PERMIT HOLDER OR AN AGENT OF THE PERMIT HOLDER HAS CONTACTED THE DESIGNATED BUILDING INSPECTOR AND POSTED OR MADE AVAILABLE AN INSPECTION CARD
WORK REQUIRING A PERMIT SHALL NOT BE COMMENCED UNTIL THE PERMIT HOLDER OR AN AGENT OF THE PERMIT HOLDER HAS CONTACTED THE DESIGNATED BUILDING INSPECTOR AND POSTED OR MADE AVAILABLE AN INSPECTION CARD



BUILDING PERMIT

PERMIT #: 20 23 075646
ISSUED DATE: 08/09/2024

JOB SITE ADDRESS:

385 UNIVERSITY AVE W

CONTRACTOR:

FLANNERY CONSTRUCTION INC
PHONE: 651- 225- 1105

TYPE OF WORK:

Commercial - Repair

BUILDING INSPECTOR: Clint Z.

PHONE: 651- 266- 9029

Call between 7:30- 9:00 AM Monday - Friday for inspection.

MINIMUM INSPECTIONS REQUIRED

1. Erosion control, soil, footings, foundation, and reinforcement as specified.
2. Rough- in for all trades prior to framing inspection.
3. Framing - prior to covering structural members.
4. Insulation and vapor retarder prior to covering.
5. Sheetrock that is part of a fire- resistive or shear assembly.
6. Final inspection prior to occupancy.

INSPECTION APPROVALS

Post this inspection record at the job site until final approval.
Approved plans must be retained on the job site.

SEPARATE PERMIT REQUIRED FOR WORK OF EACH TRADE.

Building Inspection: 651- 266- 9002

An erosion control inspection is required for land disturbances greater than 50 cu. yds.
Controls must be installed, inspected and approved prior to beginning excavation.

Soil Erosion Control:

Insulation:

Footings:

Sheetrock:

Framing:

Final:

Electrical Inspection: 651- 266- 9003

Rough- in:

Final:

Mechanical Inspection: 651- 266- 9004

Rough- in:

Final:

Plumbing Inspection: 651- 266- 9005

Rough- in:

Final:

Warm Air/Ventilation Inspection: 651- 266- 9006

Rough- in:

Final:

Elevator Inspection: 651- 266- 9010

Rough- in:

Final:

Fire Inspection: 651- 266- 8989

Rough- in:

Final:



CITY OF SAINT PAUL
Christopher B. Coleman, Mayor

375 Jackson Street, Suite 220
Saint Paul, Minnesota 55101-1806

Telephone: 651-266-8989
Facsimile: 651-266-8951
Web: www.stpaul.gov/dsi

September 6, 2017

GLADYS IGBO
GOLDEN ROSE ENTERPRISE
570 IGLEHART AVE
ST PAUL MN 55103

Revocation of Fire Certificate of Occupancy and Order to Vacate

RE: 385 UNIVERSITY AVE W
Ref. # 100179

Dear Property Representative:

Your building was determined to be unoccupied on September 6, 2017. Since certificates are for the occupancy of buildings, it has become necessary to revoke the Certificate of Occupancy.

Saint Paul Legislative Code provides that no building shall be occupied without a Certificate of Occupancy. In order to re-occupy the building, the following deficiencies (if applicable) must be corrected and a complete Certificate of Occupancy inspection will be required.

DEFICIENCY LIST

1. Basement - Vacant / Unoccupied - SPLC 40.06 - Uncertified portions of the building must not be occupied until inspected and approved by this office. **-The basement is currently vacant/unoccupied. This tenant space must not be occupied until inspected and approved by this office.**

Note: The basement has not been approved for ANY use. Use of the basement requires architectural plans to be submitted and approved.
2. Exterior - Graffiti - SPLC 45.03(6) - All exterior surfaces must remain free of any initials, marks, symbols, designs, inscriptions or other drawings, scratched, painted, inscribed or otherwise affixed. **-Remove the graffiti from the west side of the building.**
3. Main Floor - Vacant / Unoccupied - SPLC 40.06 - Uncertified portions of the building must not be occupied until inspected and approved by this office. **-The main floor of the building is currently vacant/unoccupied. This area of the building must not be occupied until inspected and approved by this office.**

4. Upper Floor - Fire Extinguishers - MSFC 906.1, MN Stat. 299F.361 - Provide minimum 2A10BC fire extinguishers spaced not more than 75 feet travel distance from any point in the building to an extinguisher. They must be permanently mounted between 3 and 5 feet high in readily visible and easily accessible locations.-**Provide the required fire extinguishers on the second floor. They must be permanently mounted between 3 and 5 feet high in readily visible and easily accessible locations.**
5. Upper Floor - Furnace Closet - MSFC 703.1 - Repair and maintain the required fire resistive construction with approved materials and methods. This work may require a permit(s). Call DSI at (651) 266-8989.-**There are holes in the walls of the furnace closet. Repair and maintain the fire resistive construction of the furnace closet. A permit will be required for this work.**
6. Upper Floor - Furnace Closet - MSFC 315.3.3 - Remove combustible storage within 36 inches of fuel burning equipment.-**Remove the storage from within the furnace closet.**
7. Upper Floor - Tenant Address - MSFC 505.1 - Provide address numbers on building.-**Provide address numbers on the doors leading to the individual tenant spaces on the second floor. Address numbers must be at least 4 inches in height, contrast with the background, and reflective or illuminated at night.**
8. Upper Floor (Tenant 202) - Vacant / Unoccupied - SPLC 40.06 - Uncertified portions of the building must not be occupied until inspected and approved by this office.-**Tenant space 202 is currently vacant/unoccupied. This tenant space must not be occupied until inspected and approved by this office.**
9. Upper Floor (Tenant 201) - Vacant / Unoccupied - SPLC 40.06 - Uncertified portions of the building must not be occupied until inspected and approved by this office.-**Tenant space 201 is currently vacant/unoccupied. This tenant space must not be occupied until inspected and approved by this office.**
10. Upper Floor (Tenant 203) - Vacant / Unoccupied - SPLC 40.06 - Uncertified portions of the building must not be occupied until inspected and approved by this office.-**Tenant space 203 is currently vacant/unoccupied. This tenant space must not be occupied until inspected and approved by this office.**

Saint Paul Legislative Code authorizes this inspection and collection of inspection fees. For forms, fee schedule, inspection handouts, or information on some of the violations contained in this report, please visit our web page at: <http://www.stpaul.gov/cofo>.

You have the right to appeal these orders to the Legislative Hearing Officer. Applications for appeals may be obtained at the Office of the City Clerk, 310 City Hall, City/County Courthouse, 15 W Kellogg Blvd, Saint Paul MN 55102 Phone: (651-266-8585) and must be filed within 10 days of the date of this order.

If you have any questions, email me at: wayne.spiering@ci.stpaul.mn.us or call me at 651-266-8993 between 7:30 - 9:00 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

Wayne Spiering
Fire Inspector

Ref. # 100179



CITY OF SAINT PAUL

375 Jackson Street, Suite 220
St Paul, Minnesota 55101-1806

Telephone: 651-266-8989
Facsimile: 651-266-9124
Web: www.stpaul.gov/dsi

May 31, 2022

GLADYS IGBO
GOLDEN ROSE ENTERPRISE
570 IGLEHART AVE
ST PAUL MN 55103

CORRECTION NOTICE - COMPLAINT INSPECTION

RE: 385 UNIVERSITY AVE W
Ref. # 100179

Dear Property Representative:

An inspection was made of your building on May 27, 2022 in response to a referral. You are hereby notified that the following deficiency list must be corrected immediately. **A re-inspection will be made on or after June 14, 2022**

Failure to comply may result in a criminal citation or revocation of the Certificate of Occupancy. The Saint Paul Legislative Code requires that no building shall be occupied without a Certificate of Occupancy. The code also provides for the assessment of additional reinspection fees.

DEFICIENCY LIST

1. **1st Floor** - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the walls in an approved manner.- Repair interior walls in areas where damaged by impact from vehicle.
2. **1st Floor** - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the ceiling in an approved manner.- Repair interior ceiling in areas where damaged by impact from vehicle.
3. **Exterior - Front** - SPLC 34.09 (1)(2)(a), 34.33 (1)(b) - Provide and maintain all exterior walls free from holes and deterioration. All wood exterior unprotected surfaces must be painted or protected from the elements and maintained in a professional manner free from chipped or peeling paint. - *Front wall and façade material have been damaged from impact by a vehicle. Repair front exterior wall under building permit.*
4. **Exterior - Front** - SPLC 34.09 (4), 34.33 (3)- Repair and maintain the window in good condition. All windows shall be maintained in accordance with the building code in effect at the time of construction or as altered/modified under an approved building permit. - *Front windows have been damaged from impact with vehicle.*

5. **Gas Service** - SPLC 34.12 (2), SPLC 34.36 (1) - Repair and maintain all required and supplied equipment in an operative and safe condition to properly and safely perform their intended function in accordance with the provisions of the applicable code. - *Gas service is disconnected at the meter by Xcel Energy due to damage from vehicle impact. Full inspection has not been made yet, uncertain what equipment is supplied by the natural gas service, appears to supply heating system and water heater.*
6. **Occupancy** - SPLC 40.06 - Uncertified portions of the building must not be occupied until inspected and approved by this office. - *The building is uncertified and not approved for occupancy at this time. Contact DSI Fire Inspector at (651)266-8989 to arrange inspection and approval when ready for re-occupancy.*
7. **Occupancy** - SPLC 34.19 - Provide access to the inspector to all areas of the building. - *Access needed for full interior inspection prior to recertification of the building.*

Saint Paul Legislative Code authorizes this inspection and collection of inspection fees. For forms, fee schedule, inspection handouts, or information on some of the violations contained in this report, please visit our web page at: <http://www.stpaul.gov/cofo>

You have the right to appeal these orders to the Legislative Hearing Officer. Applications for appeals may be obtained at the Office of the City Clerk, 310 City Hall, City/County Courthouse, 15 W Kellogg Blvd, Saint Paul MN 55102 Phone: (651-266-8585) and must be filed within 10 days of the date of the original orders.

If you have any questions, email me at: mitchell.imbertson@ci.stpaul.mn.us or call me at 651-266-8986 between 7:30 a.m. - 9:00 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

Mitchell Imbertson
Fire Safety Inspector

Ref. # 100179



RECEIPT

CITY OF SAINT PAUL

Department of Safety & Inspections
375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806
Phone: 651-266-8989
Fax: 651-266-9124
www.stpaul.gov/dsi

Payment #: 1696500

Payment Date: August 09, 2024

Paid By: GLADYS O IGBO
570 IGLEHART AVE
ST PAUL MN 55103-2420

Amount Paid: \$2,041.96

Payment Type: Check

PRIM: 651-983-8151

Transaction Description

Project Location: 385 UNIVERSITY AVE W
ST PAUL MN 55103-1934

23-075646

TYPE: BUILDING PERMIT

Misc. Minor Repairs. Misc. Minor Repairs. NONSTRUCTURAL REPAIR TO EXTERIOR WALL WHERE CAR WENT THROUGH BUILDING.

SUB TYPE: COMMERCIAL

WORK TYPE: REPAIR

Project Manager Name	GERRY FLANNERY	Project Manager Email	PERMITS@FLANNERYCONSTRUCTION.COM
Would you like to submit project plans electronically? (If yes, you will receive)	No	Vacant Building	Category 2
Change/Expansion of Use?	No	Existing Primary Use (Commercial)	C- Office/Retail Complex
State Valuation	157910	Valuation Override	No
SAC Required?	No	Scope of Repair Work	Minor Repair
Structural Work?	No Structural Work	Interior/Exterior?	Both Int. and Ext.
Exterior Repair Work (C)	Misc. Minor Repairs	Primary Occupancy Group	M
Primary Construction Type	.V- A	Plan Number	None
Inclusion in Met Council Count?	Add to Met Council Count	Inclusion in Census Bureau/HUD Count	Add to Census Bureau/HUD Count
Application Method	Email	Date Received	Aug 24, 2023
Contractor Name	Flannery Construction Inc		

FEES

Permit Fee	\$ 1,963.00
Surcharge B	\$ 78.96
TOTAL	\$ 2,041.96



CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL
310 CITY HALL
15 WEST KELLOGG BOULEVARD
SAINT PAUL, MN 55102-1615
Marcia Moermond, Legislative Hearing Officer
EMAIL: legislativehearings@ci.stpaul.mn.us
PHONE: (651) 266-8585 FAX: (651) 266-8574

May 16, 2025

Gladys Igbo
570 Iglehart Ave.
St. Paul, MN 55103

VIA EMAIL: dysie33@aol.com

Re: Appeal for the property at 385 University Avenue

Gladys Igbo:

This is to confirm that at the Legislative Hearing on May 13, 2025, Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing on **Tuesday, May 20, 2025 via phone between 1 and 3 pm for further discussion.** Before the next hearing please reach out to your inspector(s) and contractor to schedule inspections and gain clarity on what is needed to finalize open permits.

If you have any questions, please contact our office at 651-266-8585.

Sincerely,

/s/

Joanna Zimny
Legislative Hearing Executive Assistant

c: Vacant Building Staff
Clint Zane



CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL
310 CITY HALL
15 WEST KELLOGG BOULEVARD
SAINT PAUL, MN 55102-1615
Marcia Moermond, Legislative Hearing Officer
EMAIL: legislativehearings@ci.stpaul.mn.us
PHONE: (651) 266-8585 FAX: (651) 266-8574

May 23, 2025

Gladys Igbo
570 Iglehart Ave.
St. Paul, MN 55103

VIA EMAIL: dysie33@aol.com

Re: Appeal for the property at 385 University Avenue

Gladys Igbo:

This is to confirm that at the Legislative Hearing on May 20, 2025, at which we could not reach you, Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing on **Tuesday, May 27, 2025 via phone between 1 and 3 pm for further discussion.** Before the next hearing please reach out to your inspector(s) and contractor to schedule inspections and gain clarity on what is needed to finalize open permits.

If you have any questions, please contact our office at 651-266-8585.

Sincerely,

/s/

Joanna Zimny
Legislative Hearing Executive Assistant

c: Vacant Building Staff
Clint Zane



January 17, 2023

GLADYS IGBO
GOLDEN ROSE ENTERPRISE
570 IGLEHART AVE
ST PAUL MN 55103

RE: FIRE INSPECTION CODE COMPLIANCE NOTICE
385 UNIVERSITY AVE W

Ref # 100179

Dear Property Representative:

A code compliance inspection of your building was conducted on January 5, 2023, to identify which deficiencies that need to be corrected for the building to be compliant. The Saint Paul Legislative code requires that no building shall be occupied without a Certificate of Occupancy and a Fire Certificate of Occupancy. Neither of these certificates will be issued unless all work required to be done under permit is inspected and approved by the appropriate inspector. Your Certificate of Occupancy and Fire Certificate of Occupancy will be granted upon demonstration of compliance with the following deficiency list and payment of required fees.

YOU WILL BE RESPONSIBLE FOR NOTIFYING TENANTS IF ANY OF THE FOLLOWING LIST OF DEFICIENCIES ARE THEIR RESPONSIBILITY.

DEFICIENCY LIST

1. 1st Floor - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the walls in an approved manner.-Repair interior walls in areas where damaged by impact from vehicle.
2. 1st Floor - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the ceiling in an approved manner.-Repair interior ceiling in areas where damaged by impact from vehicle.
3. BUILDING - OBTAIN PERMITS FOR ALL WORK THROUGHOUT - MSBC 2020 -Obtain City of St Paul Building Permit for all required work.
4. BUILDING - PROVIDE ADA COMPLIANT BATHROOMS - Approved ADA restroom shall be provided.

5. BUILDING - PROVIDE EMERGENCY EGRESS LIGHTING - MNSBC 1008.3 Provide emergency egress lighting in proper working order with approved hardware at all posted exits.
6. BUILDING - PROVIDE STRUCTURAL REPORT FOR CAR IMPACT REPAIRS - Provide an engineering report to verify structural repairs from a car impact were sufficient.
7. BUILDING - REMOVE ADA RESTROOM OBSTRUCTION - Remove wall impeding approach to lower-level ADA restroom.
8. BUILDING - REPAIR OR REPLACE BROKEN/MISSING WINDOWS - SPLC 34.33 Repair or replace all broken or missing windows.
9. BUILDING -EXTERIOR - REPAIR OR REPLACE SIDING, SOFFIT, & FASCIA AS NECESSARY - SPLC 34.33 (1) b. & MNSBC 1403.1 Repair and replace siding, soffit, and fascia as necessary.-Repairs done per fire orders were done without permits or inspections. Must verify compliance.
10. ELECTRICAL - CHECK POLARITY AND FUNCTION - MSFC 605.1 Check all receptacles for proper polarity (including 2-prong) and verify ground on 3-prong receptacles. Ensure all GFCI receptacles are functioning properly. Rewire and/or replace receptacles that are improperly wired or not functioning properly to Article 406.4(D) of the current NEC.
11. ELECTRICAL - REMOVE ILLEGAL AND/OR IMPROPER WIRING - MSFC 605.1 -1ST & 2ND FLOORS Remove and/or rewire all illegal, improper, and/or hazardous wiring to the current NEC. Ensure wiring above suspended ceilings is wired properly, no ladder at time of inspection.-Call for rough-in inspection when wiring repaired in open walls on 1st floor.
12. ELECTRICAL - REPAIR ALL DAMAGED ELECTRICAL FIXTURES - MSFC 605.1 THROUGHOUT Repair or replace all broken, painted over, corroded, missing or loose, Exit and Emergency lights, receptacles, luminaires (light fixtures), switches, covers and plates, to Article 406.4(D) & Article 410 of the current NEC.
13. ELECTRICAL - REPLACE SUMP PUMP CORD - MSFC 605.5 BASEMENT Repair/replace sump pump cord and install a receptacle for the sump pump close enough to plug it in, per the current NEC.
14. ELECTRICAL - ALL WORK DONE UNDER PERMIT - All Electrical work must be done by a Minnesota-licensed Electrical Contractor under and City of St Paul Electrical Permit.

15. ELECTRICAL - PROVIDE SEALS, COVERS AND SCREWS FOR SERVICE BOXES AND PANELS - MSFC 605.1 & 6 BASEMENT Close openings junction boxes with knockout seals, and/or junction box covers to Article 110.12 (A) of the current NEC. Boxes located by furnace. Also install all panel screws in electrical service panel cover.
16. Exterior - Front - SPLC 34.09 (1)(2)(a), 34.33 (1)(b) - Provide and maintain all exterior walls free from holes and deterioration. All wood exterior unprotected surfaces must be painted or protected from the elements and maintained in a professional manner free from chipped or peeling paint.-Front wall and façade material have been damaged from impact by a vehicle. Repair front exterior wall under building permit.
17. Exterior - Front - SPLC 34.09 (4), 34.33 (3)- Repair and maintain the window in good condition. All windows shall be maintained in accordance with the building code in effect at the time of construction or as altered/modified under an approved building permit.-Front windows have been damaged from impact with vehicle.
18. Exterior - Graffiti - SPLC 45.03(6) - All exterior surfaces must remain free of any initials, marks, symbols, designs, inscriptions, or other drawings, scratched, painted, inscribed, or otherwise affixed.-Remove the graffiti from the west side of the building.
19. FIRE INSPECTION - ENSURE ALL EXIT SIGNS ARE ILLUMINATED - MSFC 1104.3.5, 1013.3 - Provide and maintain approved external or internal lighting of the exit sign.
20. FIRE INSPECTION - SERVICE ALL FIRE EXTINGUISHERS - MSFC 901.6 - Provide required annual maintenance of the fire extinguishers by a qualified person and tag the fire extinguishers with the date of service.
21. FIRE SAFETY - REMOVE EXTERIOR SNOW ON EXIT PATHWAYS - SPLC 113.02, MSFC 1030.3 - Remove the accumulation of snow or ice from the public sidewalk abutting this property.-Ensure a clear and unobstructed pathway is maintained from the northside exit door to the alley/parking area.
22. Gas Service - SPLC 34.12 (2), SPLC 34.36 (1) - Repair and maintain all required and supplied equipment in an operative and safe condition to perform their intended function properly and safely in accordance with the provisions of the applicable code.- Gas service is disconnected at the meter by Xcel Energy due to damage from vehicle impact. Full inspection has not been made yet, uncertain what equipment is supplied by the natural gas service, appears to supply heating system and water heater.
23. MECHANICAL - ALL WORK TO BE DONE UNDER PERMIT - MMC RULES 1300.0120 Mechanical permits are required for all the above work.
24. MECHANICAL - CONNECT APPLIANCE VENTING TO CHIMNEY LINER - MFGC 501.12 Connect furnace/boiler and water heater venting into the chimney liner.

25. MECHANICAL - INSTALL FURNACE ACCESS COVER - MMC 103 Install furnace air filter access cover.
26. MECHANICAL - ORSAT TEST FURNANCE/BOILER - SPLC 34.11 (6) HEATING REPORT Clean and ORSAT Test the furnace/boiler burner. Check all controls for proper operation. Check furnace heat exchanger for leaks; provide documentation form a licensed contractor that the heating unit is safe.
27. MECHANICAL - PROVIDE COMBUSTION AIR - MFGC 304 Provide adequate combustion air and support duct to code.
28. MECHANICAL - PROVIDE GAS SHUTOFF VALVE - MFGC 409.1 Install approved lever handle manual building shutoff gas valve in an accessible location ahead of the first branch tee.
29. MECHANICAL - REPLACE FLUE VENTING - MFGC 503 Replace furnace/boiler flue venting to code.
30. MECHANICAL - PROVIDE DUCT CLEANING - MMC 103 All supply and return ducts for warm air heating system must be clean before final approval for occupancy. Provide access for inspection of inside of ducts or provide documentation from a licensed duct-cleaning contractor that the duct system has been cleaned.
31. Occupancy - SPLC 40.06 - Uncertified portions of the building must not be occupied until inspected and approved by this office.-The building is uncertified and not approved for occupancy at this time. Contact DSI Fire Inspector at (651)266-8989 to arrange inspection and approval when ready for re-occupancy.
32. Occupancy - SPLC 34.19 - Provide access to the inspector to all areas of the building.- Access needed for full interior inspection prior to recertification of the building.
33. PLUMBING -BASEMENT - FIRE WATER HEATER - SPLC 34.11(5) MPC .100 Q The water heater must be fired and in service.
34. PLUMBING -BASEMENT - SUPPORT WATER METER - SPLC 34.11 (4) MPC 609.12 Support the water meter to code.
35. PLUMBING -GENERAL - ALL WORK UNDER PERMIT - All the corrections to the waste, vent, water, and gas piping shall be per the Minnesota Plumbing Code Ch. 4714, Minnesota Rules Ch. 326, 4716, 1300, the Minnesota Mechanical Code, the Minnesota Fuel Gas Code, and St Paul Regional Water Services Water Code.-All plumbing must be done by a plumbing contractor licensed in the State of Minnesota and the City of St. Paul by a plumber licensed in the State of Minnesota who also possesses a City of St

Paul Competency Card and after obtaining an approved City of St Paul Plumbing Permit.

36. PLUMBING -GENERAL - OBTAIN PERMITS FOR PREVIOUS WORK - SPLC 34.11 (1) MN Rules Ch. 1300.0120 Obtain permits and provide tests/inspections for the plumbing performed without permits.
37. PLUMBING -GENERAL - PROVIDE WATERTIGHT JOINTS - SPLC 34.11 (1) MPC 402.2 Provide a watertight joint between the fixture and the wall or floor.
38. Upper Floor - Fire Extinguishers - MSFC 906.1, MN Stat. 299F.361 - Provide minimum 2A10BC fire extinguishers spaced not more than 75 feet travel distance from any point in the building to an extinguisher. They must be permanently mounted between 3 and 5 feet high in readily visible and easily accessible locations.
-Provide the required fire extinguishers on the second floor. They must be permanently mounted between 3 and 5 feet high in readily visible and easily accessible locations.
39. Upper Floor - Furnace Closet - MSFC 703.1 - Repair and maintain the required fire resistive construction with approved materials and methods. This work may require a permit(s). Call DSI at (651) 266-8989.-There are holes in the walls of the furnace closet. Repair and maintain the fire resistive construction of the furnace closet. A permit will be required for this work.
40. Upper Floor - Furnace Closet - MSFC 315.3.3 - Remove combustible storage within 36 inches of fuel burning equipment.-Remove the storage from within the furnace closet.
41. Upper Floor - Tenant Address - MSFC 505.1 - Provide address numbers on building.- Provide address numbers on the doors leading to the individual tenant spaces on the second floor. Address numbers must be at least 4 inches in height, contrast with the background, and reflective or illuminated at night.
42. MSFC 1031.2, 1031.3 - Remove the materials that cause an exit obstruction. Maintain a clear and unobstructed exit path.

For an explanation or information on some of the violations contained in this report, please visit our web page at: <http://www.ci.stpaul.mn.us/index.aspx?NID=211>

You have the right to appeal these orders to the Legislative Hearing Officer. Applications for appeals may be obtained at the City Clerk's Office, Room 310 - City Hall (651-266-8688), 15 Kellogg Boulevard West, and must be filed within 10 days of the date of the original orders.

If you have any questions, email me at james.perucca@ci.stpaul.mn.us or call me at 651-266-8996 between 7:30 a.m. - 9:00 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

James Perucca
Fire Safety Inspector
Ref. # 100179



CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL
310 CITY HALL
15 WEST KELLOGG BOULEVARD
SAINT PAUL, MN 55102-1615
Marcia Moermond, Legislative Hearing Officer
EMAIL: legislativehearings@ci.stpaul.mn.us
PHONE: (651) 266-8585 FAX: (651) 266-8574

May 30, 2025

Gladys Igbo
570 Iglehart Ave.
St. Paul, MN 55103

VIA EMAIL: dysie33@aol.com

Re: Appeal for the property at 385 University Avenue

Gladys Igbo:

This is to confirm that at the Legislative Hearing on May 27, 2025, at which we again could not reach you, Legislative Hearing Officer Marcia Moermond recommended that the City Council **waive your Vacant Building fee for 90 days (to August 6, 2025).**

This matter will go before the City Council at Public Hearing on **Wednesday, June 11, 2025 at 3:30 pm. in room 300 City Hall.** If you are contesting Ms. Moermond's recommendation you may:

1. appear in person (*please arrive before 3:30 p.m. and check in with staff outside Council chambers when you arrive*); or
2. **Should you wish testify to Council directly by phone, you must register to do so online by no later than noon on Tuesday, June 10, 2025 here:**
<https://www.stpaul.gov/departments/city-council/city-council-public-hearing-live-testimony>.

If you don't wish to contest then **no further action is needed** and the Council will proceed with Ms. Moermond's recommendation above without discussion. If you have any questions, please contact our office at 651-266-8585.

Sincerely,

/s/
Joanna Zimny
Legislative Hearing Executive Assistant

c: Vacant Building Staff
Clint Zane





CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL
310 CITY HALL
15 WEST KELLOGG BOULEVARD
SAINT PAUL, MN 55102-1615
Marcia Moermond, Legislative Hearing Officer
EMAIL: legislativehearings@ci.stpaul.mn.us
PHONE: (651) 266-8585 FAX: (651) 266-8574

July 18, 2025

Gladys Igbo
570 Iglehart Ave.
St. Paul, MN 55103

VIA EMAIL: dysie33@aol.com

Re: Appeal for the property at 385 University Avenue

Gladys Igbo:

This is to confirm that at the Legislative Hearing on July 15, 2025, Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing **on Tuesday, August 5, 2025 via phone between 1 and 3 pm**. Ms. Moermond's recommendation is forthcoming pending status of permits and completion of project on August 5. You currently have a 90-day fee waiver through August 6, 2025.

This matter will go before the City Council at Public Hearing on **Wednesday, August 6, 2025 at 3:30 pm. in room 300 City Hall**. If you are contesting Ms. Moermond's recommendation you may:

1. appear in person (*please arrive before 3:30 p.m. and check in with staff outside Council chambers when you arrive*); or
2. **Should you wish testify to Council directly by phone, you must register to do so online by no later than noon on Tuesday, August 5, 2025 here:**
<https://www.stpaul.gov/departments/city-council/city-council-public-hearing-live-testimony>. **

** note this deadline is before your Legislative Hearing on August 5, so if you think you will want to testify remotely please sign up and you can always choose not to do so.

If you don't wish to contest then **no further action is needed** and the Council will proceed with Ms. Moermond's recommendation from August 5 without discussion. If you have any questions, please contact our office at 651-266-8585.

Sincerely,

/s/
Joanna Zimny



Legislative Hearing Executive Assistant

c: Vacant Building Staff
Clint Zane



CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL

310 CITY HALL
15 WEST KELLOGG BOULEVARD
SAINT PAUL, MN 55102-1615
Marcia Moermond, Legislative Hearing Officer
EMAIL: legislativehearings@ci.stpaul.mn.us
PHONE: (651) 266-8585 FAX: (651) 266-8574

August 8, 2025

Gladys Igbo
570 Iglehart Ave.
St. Paul, MN 55103

VIA EMAIL: dysie33@aol.com

Re: Appeal for the property at 385 University Avenue

Gladys Igbo:

This is to confirm that at the Council Public Hearing on August 6, the City Council referred the matter back to Legislative Hearing on **Tuesday, August 19, 2025 via phone between 1 and 3 pm**. Ms. Moermond's recommendation is forthcoming pending status of permits and completion of project.

If you have any questions, please contact our office at 651-266-8585.

Sincerely,

/s/

Joanna Zimny

c: Vacant Building Staff
Clint Zane



CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL

310 CITY HALL
15 WEST KELLOGG BOULEVARD
SAINT PAUL, MN 55102-1615
Marcia Moermond, Legislative Hearing Officer
EMAIL: legislativehearings@ci.stpaul.mn.us
PHONE: (651) 266-8585 FAX: (651) 266-8574

August 22, 2025

Gladys Igbo
570 Iglehart Ave.
St. Paul, MN 55103

VIA EMAIL: dysie33@aol.com

Re: Appeal for the property at 385 University Avenue

Gladys Igbo:

This is to confirm that at the Legislative Hearing on **Tuesday, August 19, Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing Tuesday, September 9, 2025 via phone between 1 and 3 pm.** Ms. Moermond's recommendation is forthcoming pending status of permits and completion of project.

If you have any questions, please contact our office at 651-266-8585.

Sincerely,

/s/

Joanna Zimny

c: Vacant Building Staff
Clint Zane

From: [Joanna Zimny](#)
To: [Joanna Zimny](#)
Subject: FW: 385 University Ave W
Date: Monday, August 25, 2025 11:50:26 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)

From: Clint Zane <Clint.Zane@ci.stpaul.mn.us>
Sent: Tuesday, August 19, 2025 2:04 PM
To: Joanna Zimny <joanna.zimny@ci.stpaul.mn.us>
Cc: Mai Vang <mai.vang@ci.stpaul.mn.us>
Subject: RE: 385 University Ave W

Just talked with Chris Wiskur and he is good to go as well. Both mechanical and warm air permits have been approved, their inspection was apparently on 7/22 so should be closed out in the system to be verified later. I think for our purposes she is off the hook with our remaining requirements if my memory serves me.



Clint Zane
Vacant Buildings Inspector
Building Inspector

Department of Safety and Inspections
375 Jackson Street, Suite 300
Saint Paul, MN 55101
P: 651-266-9029
C: 651-248-3860

Clint.Zane@ci.stpaul.mn.us



Making Saint Paul the Most Livable City in America

DSI's Mission: "To preserve and improve the quality of life in Saint Paul by protecting and promoting public health and safety for all."

From: [Clint Zane](#)
To: [*CI-StPaul_LegislativeHearings](#); dysie33@aol.com
Cc: [Daniel Hesse](#); [James Hoffman](#); [Rick Gavin](#); [Robert Humphrey](#); [Matt Dornfeld](#)
Subject: RE: 385 University Ave W.Igbo Ltr.8-22-25
Date: Monday, August 25, 2025 8:25:55 AM
Attachments: [image004.png](#)
[image005.png](#)
[image006.png](#)
[image008.png](#)

Joanna,

I don't see a way to issue a physical/official certificate of code compliance until the city server is back up and running. We have had to deal with this same issue with certificates of occupancy. For now we are issuing email confirmation when we have the understanding that all requirements have been met, which can be tough to confirm without access to file. However, in this case, I do feel comfortable as I am familiar with the status of the file and have had firsthand conversations with warm air and mechanical inspectors saying that their permits are satisfied.

If it is satisfactory on the legislative end, I would offer this as an email confirmation of certificate of code compliance. I will follow up when our systems are back up and issue the physical/official certificate at that time as well.

Thanks,



Clint Zane
Vacant Buildings Inspector
Building Inspector

Department of Safety and Inspections
375 Jackson Street, Suite 300
Saint Paul, MN 55101
P: 651-266-9029
C: 651-248-3860

Clint.Zane@ci.stpaul.mn.us



Making Saint Paul the Most Livable City in America

DSI's Mission: "To preserve and improve the quality of life in Saint Paul by protecting and promoting public health and safety for all."

From: Matt Dornfeld <matt.dornfeld@ci.stpaul.mn.us>

Sent: Monday, August 25, 2025 7:20 AM

To: *CI-StPaul_LegislativeHearings <LegislativeHearings@ci.stpaul.mn.us>; dysie33@aol.com

Cc: Clint Zane <Clint.Zane@ci.stpaul.mn.us>; Daniel Hesse <Daniel.Hesse@ci.stpaul.mn.us>; James Hoffman <james.hoffman@ci.stpaul.mn.us>; Rick Gavin <rick.gavin@ci.stpaul.mn.us>; Robert

Humphrey <robert.humphrey@ci.stpaul.mn.us>
Subject: RE: 385 University Ave W.Igbo Ltr.8-22-25

Love it.

From: *CI-StPaul_LegislativeHearings <LegislativeHearings@ci.stpaul.mn.us>
Sent: Friday, August 22, 2025 10:32 AM
To: dysie33@aol.com
Cc: Clint Zane <Clint.Zane@ci.stpaul.mn.us>; Daniel Hesse <Daniel.Hesse@ci.stpaul.mn.us>; James Hoffman <james.hoffman@ci.stpaul.mn.us>; Matt Dornfeld <matt.dornfeld@ci.stpaul.mn.us>; Rick Gavin <rick.gavin@ci.stpaul.mn.us>; Robert Humphrey <robert.humphrey@ci.stpaul.mn.us>
Subject: 385 University Ave W.Igbo Ltr.8-22-25

Good morning,

Please see attached. As we discussed, follow up with Inspector Clint Zane to see if there is a way to have the Code Compliance certificate issued prior to the layover date with systems still down.

Thanks!
Joanna



Joanna Zimny
Legislative Hearing Executive Assistant
Legislative Hearing Office
Pronouns: she/her/hers
Saint Paul City Hall
Suite 310
15 W. Kellogg Blvd.
Saint Paul, MN 55102
P: 651-266-8585
joanna.zimny@ci.stpaul.mn.us
www.StPaul.gov



Please consider the environment before printing this email



CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL

310 CITY HALL
15 WEST KELLOGG BOULEVARD
SAINT PAUL, MN 55102-1615

Marcia Moermond, Legislative Hearing Officer
EMAIL: legislativehearings@ci.stpaul.mn.us
PHONE: (651) 266-8585 FAX: (651) 266-8574

August 26, 2025

Gladys Igbo
570 Iglehart Ave.
St. Paul, MN 55103

VIA EMAIL: dysie33@aol.com

Re: Appeal for the property at 385 University Avenue

Gladys Igbo:

This is to confirm that after the recent update my Inspector Zane and his staff, Legislative Hearing Officer Marcia Moermond's recommendation will be that the **City Council grant a 120 day Vacant Building fee waiver (to September 6, 2025), noting the Code Compliance Certificate was issued 8/25/25 and the property should be released from the Vacant Building program.**

This matter will go before the City Council at 3:30 on Wednesday, September 24, 2025 however no further action is needed by you and the Council will proceed with the above recommendation without discussion.

If you have any questions, please contact our office at 651-266-8585.

Sincerely,

/s/

Joanna Zimny

c: Vacant Building Staff
Clint Zane