



Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, January 27, 2020

1. Roll Call

Mayor Roe called the meeting to order at approximately 6:00 p.m. Voting and Seating Order: Etten, Willmus, Laliberte, Groff and Roe. City Manager Patrick Trudgeon and City Attorney Mark Gaughan were also present.

2. Pledge of Allegiance

3. Approve Agenda

City Manager Trudgeon requested removal of Item 9D (Update Regarding the Rental License Revocation for Marion Street/The Brittany's Apartments) for separate consideration.

Willmus moved, Etten seconded, approval of the agenda as amended.

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None.

4. Public Comment

Mayor Roe called for public comment by members of the audience on any non-agenda items.

Mr. Benjamin Sley, 2731 Mackubin Street, once again appeared before the City Council and updated the City Council on his son, David Sley's injury with a pedestrian/vehicle accident in Roseville on September 15, 2019 in Central Park. He showed photos of his son with his injuries. He indicated he had some new information for the Council and wanted to bring that forward. After his second time speaking before the Council, Mr. Gaughan came up to him and explained he did have probable cause to charge the woman, but he did not think he could win the case because she did not see his son.

Mr. Sley thought that was an incorrect standard and Representative Jamie Becker Finn also agreed. He explained the standard is that if a person hits someone in an intersection the driver is supposed to be aware that the pedestrian is in the intersection and if not aware, that is not a defense. He has asked City Manager Trudgeon to pass out Representative Jamie Becker Finn's comments for the Council. He noted Representative Jamie Becker Finn also acknowledges this as setting a bad precedent and recommended there be a second opinion regarding this.

Mr. Sley explained he did not have any personal animosity against Mr. Gaughan and that attorneys make mistakes all the time, which is why there are appellate courts and a Supreme Court to look at what attorneys decide. He indicated he has done the work for the

city and contacted the Ramsey County Attorney, John Choy, who said he would be willing to provide that second opinion to the city.

Mr. Sley noted a week ago the nation celebrated Martin Luther King Day, whose life was dedicated to justice. The Pledge of Allegiance was just recited in which everyone said, "with Liberty and Justice for all" and that is what he is asking in this case, that the city does justice. He also asked Mayor Roe to open it up for comments and discuss it openly before the public because the precedent that is being set is that somebody can be hit and nearly killed in Roseville and it seems like the City Attorney doesn't care about it and the City Council won't seek a second opinion so the Council does not care about it.

Mr. Sley stated he ran for public office once because he thought he could make a difference, was trying to seek justice, and thought that was the same reason for all of the Council, to seek justice. He asked for comments and discussion among the Council. He noted the Council can get involved in judicial matters as the City Manager knows, since 2017 every traffic case, demographic studies are made, or demographic boxes are checked for everybody that is stopped by city police. If the Council felt that people were being prosecuted wrongly based on the demographics, then the Council can step in and actually have the obligation to step in and tell the City Attorney that something should be changed about that. He indicated the Council can seek a second opinion, which is what he is seeking in this case.

5. Recognitions, Donations, and Communications

a. Proclaim February 2020 Black History Month

Mayor Roe read the February Black History Month Proclamation.

Laliberte moved, Groff seconded, proclaiming February 2020 Black History Month.

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None.

a. Proclaim February 6, 2020 as Optimist Day

Mayor Roe read the February 6, 2020 Optimist Day Proclamation.

Etten moved, Willmus seconded, proclaiming February 5, 2020 Optimist Day.

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None.

6. Items Removed from Consent Agenda

a. Update Regarding the Rental License Revocation for Marion Street/The Brittany's Apartments (G & G Management LLC)

At the request of G&G Management LLC, City Manager Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated January 27, 2020. He noted G&G Management LLC has submitted additional information regarding this item.

Mr. Trudgeon indicated G&G Management LLC is asking for the City Council to consider entering into a Memorandum of Understanding (MOU) for items that cannot be completed in the winter months. He noted the city has indicated it is not willing to do this because it is not listed as a condition in the revocation resolution and even if it were, he would suggest an MOU would not be appropriate at this time because there is a large unknown of what actually has to be done on site. Also given the pervasiveness and amount of violations, staff did not think it would be wise to authorize an MOU with no guarantee that it will be completed.

Mr. Trudgeon recommended the Council to not go back and forth with G&G Management LLC regarding a MOU due to the late submission of information and if the Council would like to consider this, then he suggested addressing it at a future meeting.

Mayor Roe asked if there is anything from executing the revocation and the process of bringing something back into compliance and receiving rental certification or licensing in the future that precludes staff from working with the management in developing some sort of agreement on the basis of concrete information and bringing that to the Council for consideration.

Mr. Trudgeon explained there are a couple of things. One is that there are several conditions, one including having a certified property manager and property maintenance person in which G&G Management LLC has addressed in their letter and can speak to it. He indicated G&G Management LLC is attempting to do that but it has not yet been fulfilled, which was a condition the city required in order to allow them to rent those properties again. He would also take pause due to the enormity of the entire violations, wants to make sure this is done deliberately, and that things are done properly. At the very least, the city would want all of the interior violations are addressed. Staff is also concerned that other properties are not being properly maintained and are also falling behind. There are a lot of levels to this and he thought to really answer the question, staff and the Council would need to have a fuller discussion at a future meeting when time can be set aside for that.

Mr. Trudgeon also indicated that since it is not anticipated in the Resolution, it is hard for staff to negotiate something that the Council has not weighed in on. He thought there needed to be careful deliberation and a closer look at the conditions. He noted there might be some items that cannot be taken care of due to the winter weather but that was not built into the conditions the city placed. If there is the desire from the Council to potentially consider that based on some back and forth

with staff, making sure to get staff's recommendation, and final approval on the Council, staff could start to go down that path. But currently, staff does not feel that is within the authority and there is a very high bar before the city would consider that given the condition of all of those properties and 277 units that are in disrepair, which did not happen overnight. That happened over a series of years and will take some time for it to be corrected.

Mayor Roe asked if there is the possibility, with the fact that it takes so much time to get to the point of compliance on all of the other points, whether it is the property management or the internal improvements or corrections to various items that in fact it gets to the point where exterior things can be taken care of.

Mr. Trudgeon thought by the time all the conditions are met and things can be corrected, it will be spring so the weather should not be a problem in trying to comply with that. He noted staff does not even know what needs to be repaired and at what level, so it does not make a lot of sense to give G&G Management LLC an MOU.

Mayor Roe asked if there was a process underway to identify what needs to be done in all of the buildings, both internal and external.

Mr. Trudgeon indicated that was correct. He explained the process staff went through to show improvements that needed to be made to each building for G&G Management LLC.

Public Comment

Ms. Nidhi Joshi indicated she is working with G&G Management LLC and would like to review the information given to the Council. She explained G&G Management LLC is respectfully requesting this letter and its content be included in the public record. The letter is intended to highlight some of the progress made and they are respectfully requesting to amend the resolution on 1653 due to safety issues and extreme weather conditions.

Ms. Joshi noted previously, G&G Management LLC entered into an MOU with the city and all conditions were met. G&G Management LLC is respectfully requesting that the city review the additional information in the letter and attachment and amend the resolution to allow an MOU for the exterior items such as sidewalks, garages, and structure due to weather conditions which makes it unsafe and impractical at this time.

Ms. Joshi explained G&G Management LLC has made some progress and highlighted some items for the Council. She noted inspection requests have been made on a building by building basis.

Ms. Joshi explained G&G Management LLC has received letters of compliment and support from long time residents and noted there were some residents in the audience as well that wished to speak on G&G Management LLC behalf.

Mr. Richard Mocklaw indicated he has lived at this property for over twenty years and the main reason is because he only had to drive three miles to get to work each day. He stated over the time, when he has had to call for repairs or anything like that, the management has been willing to come right away for things like plugged sinks, things like that, and different plumbing things. Now management has painted all of the walls in his apartment and put in new flooring in three rooms. He indicated management is easy to get along with and takes care of things when repairs are asked for.

Ms. Joshi noted she had someone on video that would like to speak.

Mayor Roe indicated at this time the city did not have the ability to play video in the Council Chambers without prior notice.

Mayor Roe explained the city has an ongoing process at this time where staff and G&G Management LLC are working together to move forward on this process to the extent that the request that has been made this evening can be worked out and something can be done in terms of approving alternate training or things like that. He thought the city wanted to continue to move forward and that was also staff's intention as well. Since the city does not completely have the inventory of everything that even needs to be done, it seems hard to say that this is the point to enter into a MOU tonight. That is not to say at some point, when more discussion can happen and more work is done with a better understanding of the bigger picture, that a MOU couldn't happen, depending on what is being asked for and what needs to be done. He was certain staff wants to work G&G Management LCC to continue moving the process forward.

Mayor Roe suggested staff continue having discussions with G&G Management LLC, work through issues, and take the steps as needed in the process along with accommodating alternate training or alternate types of certification, if appropriate.

The Council agreed.

Mayor Roe asked staff to keep the Council updated on the progress.

Mr. Trudgeon agreed and indicated staff will continue to work with G&G Management LLC and may need to come back to the Council if there is need for it.

Mayor Roe thought it was important to make progress in all of the buildings and he appreciated that Ms. Joshi outlined some of things being done.

Mr. Ramesh Gupta explained he works for G&G Management also and as a mechanic and engineer, understands that concrete cannot be poured in the winter but can be done which is one of the items in the MOU. The second item is small repairs in garages, which can be accomplished in one week if the Council desires. Those two items were the main items in the MOU being requested. The third item is the education and the difficulty of that has been explained to the Council. If the city or staff can recommend to them any education, it will be helpful and gladly taken. He noted this can be done in writing, the license can be revoked again if needed, if those items are not completed in time.

Mayor Roe suggested G&G Management LLC continue to work with staff to work through the items that needed to be fixed. He noted at this time, the Council is not ready to enter into a Memorandum of Understanding.

7. Business Items

a. Public Hearing to Consider Lake Owasso Water-Ski Slalom Course Permit Renewal

Police Deputy Chief Erika Scheider briefly highlighted this item as detailed in the Request for Council Action and related attachments dated January 27, 2020.

Mayor Roe reviewed public hearing protocol and opened and closed the public hearing at approximately 6:44 p.m. for the purpose of receiving public input on the above-referenced Lake Owasso Water-Ski Slalom Course Permit Renewal; with no one appearing for or against.

Etten moved, Laliberte seconded, approval of Lake Owasso Safe Boating Association's request for a permit from the Ramsey County Sheriff for a water ski course on Lake Owasso for the 2020 season.

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None.

b. Public Hearing and Adopt a Resolution Approving the Proposed Acorn Estates Plat, Subdividing One Undeveloped Residential Lot Into Two Lots

Senior Planner Bryan Lloyd briefly highlighted this item as detailed in the Request for Council Action and related attachments dated January 27, 2020.

Mayor Roe reviewed public hearing protocol and opened the public hearing at approximately 6:49 p.m.

Public Comment

Mr. Rob Collin, lives adjacent to the proposal at 2250 Acorn Road

Mr. Collins indicated as noted on the sketch plan on the east side of the lot is low land and in the drainage area so his concern would be where the homes will be lo-

cated and will there be changes in elevation that will affect the drainage on his property and the other property behind it. He noted the back half of the property is wet, even in the summertime. He wanted to make sure his property and his neighbor's property remains dry.

Mr. Joshua Snyder, JRD, LLC

Mr. Snyder addressed the Council regarding the drainage, indicating where a rain garden will be placed to improve the drainage to all of the properties.

Councilmember Laliberte asked if Mr. Snyder could speak regarding any elevation changes to the property.

Mr. Snyder explained right now there will be two homes, set up as a lookout, and would be only a foot to a foot and a half above the existing grade of the garage. The back elevation would remain approximately the same as it currently is now.

With no one else appearing to speak, Mayor Roe closed the public hearing at approximately 6:53 p.m.

Willmus moved, Etten seconded, adoption of Resolution 11677 entitled, "Resolution Approving the Proposed Acorn Estates Plat (PF19-027)."

Council Discussion

Councilmember Willmus thought the comment made by the neighbor with respect to water is certainly something that staff will closely monitor throughout the construction process to assure there are not any issues of water or additional water forced to neighboring properties.

Councilmember Etten agreed with the comment of Councilmember Willmus and asked the developer to preserve trees where possible.

Councilmember Groff indicated he lived a block from the property and is also concerned about the water runoff to other properties. He hoped the buckthorn would be removed but trees preserved.

Councilmember Laliberte echoed what has been said regarding drainage on the property because the city has known for a long time that it is an issue in this area. She appreciated the feedback received from Public Works on this.

Mayor Roe agreed and indicated he was sure all of that would be watched carefully during the construction process.

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None.

Recess

Mayor Roe recessed the meeting at approximately 6:57 p.m., and reconvened at approximately 7:02 p.m.

- c. Joint Meeting with Human Rights, Inclusion and Engagement Commission**
Assistant City Manager Olson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated January 27, 2020.

Chair Beltmann introduced Commissioners Allen, Peterson, Bolinger, Lee, James, Macomber and Djevi, who were at the meeting.

Commissioner Bolinger reviewed the 2019 HRIEC accomplishments with the City Council.

Chair Beltmann explained there has been a lot of turnover on this Commission but she felt this group was great with the new Commission Members and everyone is interested in pitching in and helping out. She reviewed the 2020 Proposed Work Plan process that the Commission went through to come up with nine Work Plan items to be discussed with the Council.

Chair Beltmann noted the Community Engagement Toolkit is almost done but rather than bringing it forward to the Council for review at this time, the Commission is going to have it reviewed by staff to see what other templates might be needed or helpful before coming to the Council for review.

Chair Beltmann indicated the Community Ambassadors and contact list is something the Commission is poised to start transitioning and move into in 2020. She noted the next three items on the Work Plan are things to keep the Commission in the advising role. She thought the work being proposed dovetails well with staff efforts and will help support what staff is currently working on.

Chair Beltmann explained the essay contest has started and this year, Spanish Immersion students will be included as a pilot program in hopes of future inclusion of other groups as well.

Chair Beltmann indicated the Commission is looking for clear direction from the Council on what the HRIEC should be working on this year.

Mayor Roe presumed the last item, review hiring and contracting practices and policies, sort of ties into some of the work that staff is doing to develop GARE work with another set of eyes as a part of that process.

Chair Beltmann explained the Commission is looking to make sure the GARE work shows up in a lot of the Commission's work because it was helpful to support what staff is already doing.

Commissioner Lee agreed and thought having another set of eyes to look at the process and work with staff to ensure that diversity and inclusion is being applied to what the city does. She stated there was different and innovative things that Roseville can borrow from other cities.

Councilmember Laliberte indicated she had questions on the last item as well because she did not know if she truly understood currently what the city does. She asked if the Council be updated on what is already being done, the current process regarding the GARE process, and what is legally being done. She would be very interested more in where the city is doing recruiting and looking for people who have the right background and interest that fit the jobs the city has. She did not see recruitment or the outreach piece, which would be interesting to her.

Mayor Roe thought that would be a part of the discussion, the processes and how the city is trying to reflect a more diverse and wider net of candidates for the various jobs being hired for.

Commissioner Lee noted another thing that would be helpful is having transparency in the hiring process and sharing data transparency in practices.

Councilmember Groff complimented the Commission on all of their work. He complimented Commissioner Peterson on going out and getting Commissioners to participate in the Rose Parade. He was very impressed with the Spanish Immersion School Pilot Program for the Essay Contest and will be very interested to hear how that turns out.

Councilmember Etten explained he went to the GARE presentation before the city started using it, which was a very important thing for him and he appreciated all the staff time that has gone into making that happen. He noted it has turned things around in the city with interaction with the community and there is now an internal process that is much more involved. He was open to looking for potential ways that some things could be looked at. He was concerned about citizens being on hiring panels and with schedules being worked out, which could bring the work to a halt in an effort to do that. He would personally like to see that lower on the list than some of the other things. Councilmember Etten stated he would want to know more about how the advice role would be used rather than the do role in this potentially. What he really wants to see, is the Community Engagement Toolkit. He would put three stars by that and one star by the Community Ambassadors and contact list because he thought those relate to each other. He appreciated the Rose Parade and Essay Contest as excellent things and appreciat-

ed the Commissions new outreach into the potential for the city's Hispanic learners.

Councilmember Etten noted he really wants to see the Toolkit because it will integrate with city communication functions. He thought there was a ton of work left to do on the toolkit and this was one of the most important things the Council has asked the Commission to do for the last couple of years. He would love to see that stay as the main item to work on.

Councilmember Etten asked regarding working with staff and other commissions, to integrate proclamations into existing program plans if the Commission would not try to create events but rather, find ways to connect with current things that are happening.

Chairperson Beltrann indicated that was correct and she thought one area where the Commission saw a lot of opportunity in this work is with the Parks Department because that department has a lot of programs going on and it would be an easy way for the Commission to work with them on programming. She thought with all of the work that was done on the proclamations last year, the Commission would like to see them lifted up more and continue.

Councilmember Willmus concurred with many of the comments Councilmember Etten had put forward. He thought when looking at the workplan, it is really aggressive and he would like to see the Commission spend more time and focus on fewer areas. He stated something that was important to him is the Community Engagement Toolkit and there are definitely some dovetails that tie in with Community Ambassadors and a good approach to take a look at.

Councilmember Willmus explained he always appreciated the essay contests and he thought the Commission's twist on that with the Spanish Immersion was a good direction. He was interested and curious to see what comes of that. He also liked the Rose Parade and thought it was a great event for broader community awareness. With respect to the last item, review hiring and contracting practices and policies, it is something he wants to dig into a little more with staff to see what that would look like and play out and before the Commission got too deep into it. He would like staff to have a conversation with the Commission about what the city can and can't do.

Mayor Roe echoed a lot of what has been said. He thought the reality of the Community Engagement Toolkit is that once it is completed and published, a significant amount of work will be done by the rest of the organization and staff to make sure it gets integrated and engagement gets more actively integrated into everything being done as a city. Once that project is done, it would free the Commission up to do some of these other things. He agreed with the comments about the Community Ambassadors because there are so many things the city

does so the information could be helpful to make sure that staff is catching people in the right times and places and in the right way.

Mayor Roe noted the advice/provide feedback is something that is already ongoing and staff seems pretty good about bringing things to the Commission well enough in advance in order to provide input. He thought one of the things the Commission should be mindful of, the Community Development Department should be thinking about, and connecting to the HRIEC on, is the Zoning Code Update process which will commence this year once the Comprehensive Plan is adopted. He was supportive of that role for advising in a broader role.

Mr. Trudgeon thought the Council should have a discussion on the last item on the HRIEC 2020 Work Plan because the GARE process, action plan, identified a lot of actions to take in regard to hiring. He thought that was the perfect opportunity to check back in with the Commission on the GARE initiatives for both hiring and contracting practices to the extent that the city identified them. The way he reads the last item now, it could be anything and everything and could lead to a lot of frustration down the road. It seemed to him that if the HRIEC could identify more precisely what is being talked about, such as "review the GARE initiative regarding hiring and contracting practices and policies to ensure inclusion and equity" might be one way to advise on, to focus on that effort. He noted if that is gone through, there is always something more that can be done and continue to build off of that work. He stated the framework has already been created so if the HRIEC can keep within that framework, it will be helpful for everyone involved.

Chair Beltmann indicated she, herself, not the Commission, felt like she did not have an understanding of what the city is already doing, what staff has done, and what the GARE program is. So she felt like it would be premature to jump into reviewing practices and wondered if the next step on this particular piece would be to have staff present what is happening, what the system is, and then bring the work plan back to the Council mid-year to check on the progress.

Mayor Roe thought that made sense.

Councilmember Willmus thought if staff is looking at the GARE process and perhaps educating the Commission on it, and if issues arise, then there would be the opportunity to take a look things. He also thought there are things on the work plan that have been on the work plan for a significant amount of time that he would like to see the Commission get wrapped up. This is something that with review of certain hiring practices, policies, etc., can take an awful long time and he would rather see focus elsewhere. He thought it was important that the Commission leave this meeting with the understanding of the top three items the Council would like to see done.

The Council indicated the Commission should work on the following items:

Community Engagement Toolkit along with the Community Ambassadors and contact list, the Rose Fest Parade and Essay Contest.

Commissioner Djevi stated that Commission had been talking about Community Ambassadors for a few years now with the objective of going into a community they are unfamiliar with to try and get names and addresses and it had been difficult. He asked the Council, going forward, what kind of shape does that work take? How do we physically get that done, being outsiders to those communities? Does the Commission come up with activities, such as the Hispanic Heritage month, to try and attract people, and bring them into the discussion, as opposed to just showing up and trying to get their numbers and email.

Mayor Roe indicated that if we had the answer to that, you wouldn't have it as a work plan item. He stated that there is no question, that it is a real challenge. Maybe it is a discussion the Commission has on ways to make connections with various communities, because there are certainly things going on that we may not be aware of. But we also need to help people understand why we want to know who they are and why the city wants to stay connected with their community. It is not simply trying to get people to sign up for mailing lists. A big part of it is framing what is the connection we are trying to make, why is it important for people in the city to have a connection with their city government, what are the benefits and purposes of that connection. This has to be an intentional conversation that can then inform how outreach happens to different segments of the community because it won't be the same for everyone.

Councilmember Etten concurred with Mayor Roe's comments and appreciated Commissioner Djevi bringing it up. He stated that the City of Roseville finds it vital that we are connecting with all parts of our community, and we aren't there yet. We are looking for help. One way to start is to identify where the key locations, organizations, churches or gathering points where we might connect.

Councilmember Laliberte thought maybe the way to look at the question was that we aren't just trying to build a contact list. The second piece is the strategy; what are ways we can make people feel valued, so it isn't just one-way engagement. Some kind of inventory of things going on in the community that people are engaging with already, that we need to be aware of, or be a part of, or what groups are getting together, how often, and why? If we can connect with them, that would be helpful.

Commissioner Djevi asked if the City was open to the Commission proposing concrete ways, such as the Hispanic Heritage month, or instead of just having commissioners walk in the parade having a diversity group walk. Because that will require getting contact information from different groups so they can feel as though they are part of the process. If you get people involved in the process and make them feel like they have a say, they are more likely to stay involved. Commissioner Djevi asked what is the Council comfortable with the Commission proposing?

Councilmember Laliberte indicated that this is a process. We are trying to engage, we want to make sure people are able to find us when they need us, they have access to information coming from the city. Above that, we want people to engage with their neighbors and feel this is a welcoming community. There isn't one deliverable, it is a process. We are opening the door because we want to start the process if we haven't already.

Councilmember Willmus indicated he was going to throw the question back to the Commission. That is what the Commission is for and we have had this conversation before. This is an area the Commission needs to spend some time discussing. We have a pretty diverse commission, and as you have those conversations, that is where the 'Advise' piece comes back to the Council. For example, the Commission could recommend to the Council "X, Y or Z" with the parade to have a greater chance of outreach to these areas. That's what the Council needs.

Mayor Roe noted that there are two objectives the Council has. One is to make sure everyone in the community has a voice in the decisions that are made by their government that affect their lives one way or another. There is also a way for people to get benefit from things the City does, such as educational programs that can help people. There are a number of different ways people can connect, and Mayor Roe appreciated Councilmember Laliberte's comment that people can connect just with their neighbors as well. Part of it may be helping people understand what city government does and why it is important that people are connected with their local government. It is really a conversation, and a process.

Chairperson Beltmann summarized the discussion with the city Council.

Mayor Roe thanked the Commission for coming to the meeting for the discussion.

d. Continue Discussion on City Communications Functions

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated January 27, 2020.

Mayor Roe stated the one thing he remembered from the Council discussions at the time of the reorganization, was the notion of trying to eliminate the silo nature of communications. He thought on the Council, there might be some opinions on that but he wanted to give staff the opportunity to provide thoughts on how that has gone and where it needs to be done better.

Mr. Trudgeon reviewed the communications integration with the Council.

Mayor Roe indicated a second area he wanted to focus on, from his perspective, was the strategic communications plan. He asked to what extent is communica-

tions strategy and planning handled by the Communications Department under the current administration.

Mr. Trudgeon explained how communication work within all of the departments and how it integrates between the departments and the public through different media.

Mr. Trudgeon noted the Strategic Communications Plan is an effort to start helping staff organize those efforts. There are certainly department goals and communications is part of the administration and there are some goals on that. This is an area where more work can be done. He noted there are a lot of things staff would like to do but because of the limits of time and resources, sometimes it is just not possible. This is an opportunity for them to think big and scale it appropriately as needed.

Mayor Roe stated while a certain amount of communications may be in the departments, it might make sense to have those plans and overall strategies mapped out through administration and communications and then the work of that can then be implemented back in the departments potentially.

Councilmember Willmus thought in looking at the plan and trying to bring everything down to a very simplistic level, regardless of how the city is attempting to communicate and reach the community, it needs to be timely, precise, clear, and deliverable. There is an aspect that the city has been missing for years and not utilized very well. He noted there has been a change in the last few years that has taken off, which is social media and the city needs to be more proficient and do a better job of being proactive and letting people know what is coming up. He thought the city could learn something from the Parks Department and how that department communicates. There are also very serious issues that may be public safety related and those are areas where the city needs to get better at as well. He thought it boiled down to just a couple of thoughts.

Councilmember Etten knew that the Strategic Communication Plan was an attempt to provide a framework for outreach and communication. He wondered how department heads are currently using, or looking to use, the Communications Department for those structures, those plans to create an effective, clear, and timely communication, outreach, and engagement. He asked if that is a function that is happening now.

Mr. Trudgeon indicated staff tries to push out as much information as possible through social media and email. In regard to how departments use communications, he thought that varied and staff tried to keep communication open. He thought it still revolved around a mindset, noting the Strategic Plan tried to get at those things and create some standards and expectations. He noted there was a lot of room for improvement on that, not just the Communications Department.

Councilmember Laliberte did think back to when the city did its reorganization and there was a lot of promise and hope and goal of centralizing the communication functions. She stated it became fairly clear because of the different dynamics of the different departments and the heavy load on Park and Rec, that some things were going to stay in certain departments. She stated there was still a desire on her part to have communication leadership other than proofreading or getting a message out in either a newsletter or a social post. She wondered what Mr. Trudgeon felt he needed with organization needs for that leadership, that strategy and direction, so departments don't just send documents for proofing but are actually looking for that guidance and leadership. She thought the communications plan was great but was very high level and the piece the city continues to miss is a communications plan that has a goal for each year. She stated what the city needs is a built-in annual communication plan that ebbs and flows with the Communications document. Those are things that either the organization needs to do, or the community needs to know about and would be an easy place to stay. She thought the shorter term, more specific tactics and goals are important. She also thought with the loss of the newspaper and how communication has changed over the last five years, it was not just increasing the number of posts or where the posts are made on social media, because in this day and age communications are largely built on social and digital media strategies. She stated something the Council needs to consider is a broader social and digital media strategy as a whole. She also thought it was important to remember that people still need to have the newsletter because some residents do not have the access to social media or an online presence. She asked what kinds of tools need to be developed that have not been thought about in the past years.

Councilmember Groff found the information included was very interesting and appreciated the process staff went through. He would like to know the current measurables and what is most effective which would be helpful for him. He did ask residents where they looked for city information and was told either the website or the newspaper. He did not find anyone to look to Facebook.

Councilmember Etten wanted to know how the department was leading in strategies, how to identify the audience, what are the strategies, and what makes them effective.

Mayor Roe stated the example he used before with having the Twitter account is important because it is a way for the people in the community to communicate with the city, which some do. He thought the other piece for feedback is engagement, which should have a part in communications. In relation to not having a local newspaper anymore, it is even more important to have a really good and proactive relationship with reporters at the *Star Tribune* and *Pioneer Press*.

Mr. Trudgeon noted the city and staff have had a pretty good relationship with the reporters, which has changed remarkably since 2014. He explained he would like as much feedback as possible on this item so he can continue working on a plan. He noted that funding is important and wondered what is worthwhile to look at. With the declining cable fees, that is something that cannot be relied on so some of this is going to be captured from cost savings in other parts or additional revenue such as levy support. He would like to know where the Council is at regarding funding.

Councilmember Laliberte indicated she did not have the answer on how to get more funding, but thought the city needed to be creative in how the city can get those things done. One thing to think about, is to help provide younger students who want work in city administration, experience. Are there internships where the city can work with local colleges for community engagement practices or someone to just do social media strategy. She noted there are a lot of analytics and information that can be gotten from digital media.

Councilmember Willmus thought Mr. Trudgeon would need to get back to the Council on that regarding some varying levels of service and what is it going to potentially cost or if a revenue stream will come through. He will need to bring some guidance to the city Council with respect to that with some varying options.

Mr. Trudgeon indicated he was prepared to do that but thought the Council may want to have some discussion on it.

Mayor Roe explained from his perspective, he did not want to limit communications to the funds available that the city is getting through the cable franchise. The city needs to be sustainable and he wants to make sure what is put in place in 2020 results in good communications for this organization and community and is sustainable going forward. He wants to make sure the city has the good management and to make sure there are people to get that job done.

Councilmember Laliberte wanted to make sure the model that is built gives staff the support that is needed.

e. Consider an Ordinance Amending Title 5 Chapter 510 Background Checks of the Roseville City Code

Assistant City Manager Olson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated January 27, 2020.

Mayor Roe offered an opportunity for public comment, with no one coming forward.

Etten moved, Laliberte seconded, Approving Enactment of Ordinance No. 1579 entitled, "An Ordinance Amending Title 5, Chapter 510 Background Checks."

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None

Willmus moved, Etten seconded, Approving the Summary Ordinance Amending Title 510, Section 510.02 Background Checks.

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None

f. Consider Changes to the Appointment Policy for City Commissions

Assistant City Manager Olson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated January 27, 2020.

Mayor Roe thought originally there were two policies, one for appointments and one for reappointments. He wondered if there were originally two separate resolutions that adopted those or how did that work.

Ms. Olson explained the resolutions she found in their research was combined.

Councilmember Etten indicated on the first page under Procedure Statement-Appointments, letter A, this seems to force the Council into a bi-annual appointment process and seems to put both times of year on equal footing and he wondered if different language would clarify that the March appointment process is the main one. He suggested wording such as "regular Commission appointments will occur each spring in March. If vacancies occur in the middle of a Commission year the Council may consider appointments in September" the word will can also be used. This reinforces the concept that the normal calendar process and normal expectations for Commissioners is March to February. He would like the change in the language to reinforce the March appointments.

Mayor Roe noted the Ordinance does state that the term ends on March 31st which reinforces that in the policy.

Councilmember Groff indicated he would prefer the word "will" over "may" in Councilmember Etten's sentence revision.

Councilmember Laliberte thought it needed to be clearer on when the city will need updated application versions because it is not very clear.

Ms. Olson explained the intent in procedure D is that the application will be good for one year for the March and September and after that if the applicant still

wished to be considered for appointment then that person would need to fill out a new application for the next March round.

Mayor Roe asked the Council if the term limit language in the policy should be included because personally, he was not inclined to have it and the Council has not been following that practice.

Councilmember Groff thought if it has not been used then why leave it in.

Councilmember Willmus indicated he was inclined to leave it in place because it does provide a mechanism should that situation arise.

Mayor Roe suggested if this is to be kept as an option then it should be added to the term limit section of the Ordinance.

The Council agreed.

Mayor Roe indicated this item does not need to be adopted immediately and could be brought back after the changes are made. He did have a thought related to F on Exhibit A. He suggested adding language, something to the effect to say, "applicants who have submitted applications prior to the original deadline remain under consideration and don't have to reapply under the new deadline."

The Council agreed that would be helpful.

Ms. Olson indicated staff will rework this and bring it back for Council review and consideration.

g. Consider Approval of Roseville's 2020 Legislative Priorities

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated January 27, 2020.

Councilmember Etten appreciated the changes, which aligned with what was discussed. He did not know if it mattered but "Allow Municipal Hotel Licensing" would be number two on his list of High Priority Items.

The Council agreed to move it up to second on the High Priority list.

Mayor Roe indicated he had some formatting changes and gave the changes to Mr. Trudgeon.

Etten moved, Willmus seconded, approving the 2020 Legislative Priorities based on guidance by Council.

Council Discussion

Councilmember Laliberte asked if the Council could get some kind of an update on what documents the city could prepare with these items.

Mr. Trudgeon thought for the high priority items staff could create a smaller handout.

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None

8. Approve Minutes

Comments and corrections to draft minutes had been submitted by the City Council prior to tonight's meeting and those revisions were incorporated into the draft presented in the Council packet.

a. Approve January 6, 2020 city Council Meeting Minutes

Etten moved, Laliberte seconded, approval of the January 6, 2020 city Council Meeting Minutes as amended.

Corrections:

• **Page 6, Line 250 (Mayor Roe)**

Correct "Mayor Roe requested staff to look at the existing code requirements..." to "Mayor Roe requested staff to continue looking at the existing code requirements..."

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None.

b. Approve January 13, 2020 EDA and city Council Meeting Minutes

Groff moved, Laliberte seconded, approval of the January 13, 2020 EDA and city Council Meeting Minutes as presented.

Roll Call

Ayes: Willmus, Laliberte, Groff and Roe.

Nays: None.

Abstain: Etten

9. Approve Consent Agenda

At the request of Mayor Roe, City Manager Trudgeon briefly reviewed those items being considered under the Consent Agenda; and as detailed in specific Requests for Council Action dated January 27, 2020 and related attachments.

Groff moved, Etten seconded, approval of the Consent Agenda including claims and payments as presented and detailed.

Roll Call

Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None.

a. Approve Payments

ACH Payments	\$1,717,095.34
88256-95586	2,083,182.16
TOTAL	\$3,800,277.50

- b. Consideration to approve or deny 1 Temporary Gambling Permit and 1 Massage Therapy Establishment License.**
- c. Approve General Purchases or Sale of Surplus Items Exceeding \$5,000**
- d. Item removed to 6a for separate consideration**
- e. Adopt a Resolution to Approve 2020 Appointment of Assessments**
- f. Authorize Staff to Begin Sanitary Easement Vacation on Heinel Drive**
- g. Adopt a Resolution Approving a Conditional Use for Two Drive-Throughs at 2465 Fairview Avenue**
- h. Approve an Ethernet Network Transport Services Agreement with Roseville Schools**
- i. Approve National Incident-Based Reporting System (NIBRS) Joint Powers Agreement**

10. Future Agenda Review, Communications, Reports, and Announcements – Council and City Manager

Mr. Trudgeon reviewed the February 10th Council meeting, February 24th Council meeting, March 9th EDA meeting and March 9th Council Work Session.

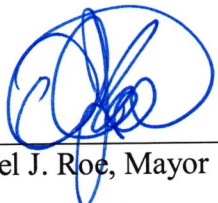
11. Adjourn

Etten moved, Willmus seconded, adjournment of the meeting at approximately 8:57 p.m.

Roll Call

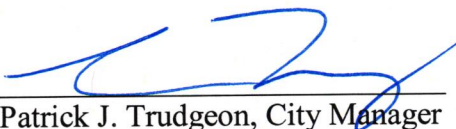
Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None.



Daniel J. Roe, Mayor

ATTEST:



Patrick J. Trudgeon, City Manager

