



Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, April 13, 2020

Pursuant to Minn. Stat. 13.D.021, City Council members, City Staff, and members of the public participated in this meeting electronically due to the COVID-19 pandemic.

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 9a 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 comment by members of the public on any non-agenda items. No one indicated a desire to speak.

5. Recognitions, Donations, and Communications

6. Items Removed from Consent Agenda

a. Approve General Purchases or Sale of Surplus Items Exceeding \$5,000

City Manager Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 13, 2020. He asked the Council to approve the Sandstrom Land Management purchase but wanted clarification from staff on the Cisco SmartNet purchase before Council approval.

Etten moved, Willmus seconded, approval of \$43,000 for Streetscape Maintenance payable to Sandstrom Land Management.

Roll Call

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

Nays: None.

7. Business Items

a. Receive Update on COVID-19 and Impact on City Operations

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 13, 2020.

Assistant Fire Chief David Brosnahan made a presentation on the Covid-19/Coronavirus status update.

Councilmember Laliberte thanked all of the essential workers for everything that is being done.

City Manager Trudgeon reviewed the COVID-19 Impact on City Operations.

Councilmember Etten explained he was part of a Ramsey County subcommittee on food insecurity and he is working with the County and various cities and organizations and as a part of that, the group is working to connect social service agencies, food banks, school districts, community organizations, as well as cities with a goal of making sure to not lose people in the struggle and providing food for everyone. There is also a separate sub-committee around having homes for everyone in this time. He wanted to mention the potential for cities to help with things like awareness and connection within communities that may be struggling as well as potential distribution of supplies and other things like that.

Councilmember Laliberte mentioned NYFS is offering mental health services through Telehealth.

Mayor Roe indicated he recently had the opportunity to be on the Regional Council of Mayors virtual meeting and a lot of communities were reporting on these same things both from the point of view of their own public safety, revenues, and operations. He indicated there are going to be impacts and it was good to hear city staff has paid attention to that, is looking at what needs to be done, and what needs to be planned.

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

Councilmember Willmus expressed thanks to staff for the report which was quite detailed. He thought it would be beneficial to have that actual PowerPoint link on the city website.

Mayor Roe thought that a good idea and indicated it was available through the agenda packet as well.

- b. **Public Hearing to approve/deny the transfer of an On-Sale Intoxicating Liquor License for Granite City, Inc. dba Granite City Food & Brewery located at 1005 Rosedale Center**

City Manager Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 13, 2020.

Mayor Roe reviewed public hearing protocol and opened and closed the public hearing at approximately 6:53 p.m. for the purpose of receiving public input on the above-referenced On Sale Intoxicating Liquor License; with no one speaking for or against.

Willmus moved, Etten seconded, approval of Granite City, Inc.'s request for a transfer of an On-Sale Intoxicating Liquor License and Brew Pub License contingent submittal of license transfer fee.

Roll Call

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

Nays: None.

- c. **Establishing the 2021 Budget Process Calendar & Associated Information Packages**

Finance Director Michelle Pietrick summarized the request as detailed in the Request for Council Action of this date.

Councilmember Groff thought this followed pretty closely to the previous schedule as he reviewed it.

Ms. Pietrick indicated that was correct and tried to utilize the past few year's calendars to create this one.

Mayor Roe noted the schedule appeared to be fairly tight when getting to the end of July and into the City Manager recommended budget at the beginning of August. He wondered if the Council felt that is in fact tight and wanted to move some of these items earlier in the year.

Mr. Trudgeon mentioned last year was the first year that his presentation was pushed back to August. Previous years it was in July, as far as the recommended budget and he thought that was at the request of the Council. He indicated the City only has two meetings in August, August 10th, and August 24th, but there are three meetings in July.

Councilmember Willmus thought if things were pushed back a little bit, the Council might have a better understanding of where the city is at and the impacts from what the city is going through with COVID-19.

Councilmember Laliberte recalled that last year, the Council asked to have it moved into August and felt that it was a closer picture getting to the end of the year than in the middle of the year.

Councilmember Etten agreed that the schedule was rather tight in July but trusted that if Mr. Trudgeon felt it was tight, then he would have pushed it further out. He also concurred with the thoughts of Councilmember Willmus that the further the city is out from what it is currently going through, that there might be a better understanding as staff is trying to create a budget. He thought it might be a little tight and late but that might be the best thing for the situation right now.

Mayor Roe stated from what he has heard from Council, the proposed schedule is acceptable.

Councilmember Etten indicated there were also some discussion points on the Request for Council Action that he wanted to make sure were discussed.

Mr. Trudgeon reviewed the budget information packages with the Council.

Councilmember Etten noted the Request for Council Action asked about are some things such as finer detail that could be left out potentially. He wanted those key points left in, such as the City Manager recommended budget, not to exceed levy day in September, and the public hearing. He thought there were key dates for people who would be looking into it a little more, noting it is possible it does not really change and can be posted online for others as a reference point.

Mayor Roe explained generally speaking, this has been a process of getting to a package of information that seems to work for everybody. The only thing he did not see in this packet is the fund by fund schedules A-E. If the Council does not have the fine detail schedules, which he thought were D and E of that list, it would be helpful to have at least the top level overall schedule A, which is all of the funds combined, schedule B, which is tax supported, and schedule C, which is non tax supported.

Councilmember Laliberte indicated the city needs to also determine how and when it wants to solicit feedback from the community.

Mayor Roe thought that was a good idea.

d. Consider Adopted Revised Investment Policy

Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 13, 2020.

Councilmember Willmus explained when the Council and Finance Commission talked about this at the joint meeting in 2019, the Council was quite interested in

looking at some index funds. He thought it was something the last month really highlights, what the city needs to do in protecting the welfare of the community assets. He was not sure he wanted to continue on that path or not. From his perspective, the city would need to have pretty strong assurances that if the city goes this route and looks at these other potential investment opportunities, the city is doing so in a manner where the funds are more actively managed than what was originally thought. He did not know what that looks like so he has a little bit of a pause at this point.

Councilmember Etten asked if the Council could get a better understanding of any risk involved in the State and Municipal Securities.

Ms. Pietrick indicated the State and Municipal securities are some of the safest investments out there that generally have higher yields than Federal agencies. Staff would be looking at those cities and states that have higher bond ratings. She stated these are much safer than index funds.

Councilmember Etten indicated he would be incredibly open to that opportunity. He thought Councilmember Willmus was talking more about the equities market. He stated the city should not make policies based on the moment, but twelve years ago the market crashed too so how often does the city need to have the seesaws that could result in a massive loss or even a significant loss in taxpayer dollars because the city put money into fund options that could mean more money or a larger fund loss. He stated he would be reluctant to support that as an option even if the city says it should be a part of the policy portfolio.

Mr. Trudgeon echoed the concerns and thoughts about investing in the equity market during grave times. He indicated this is a policy and does not mean the city has to invest in the equity market. This came from the Finance Commission in order to get some better returns and that discussion was held at a different time than the city is in now. He pointed out there is another step if the policy is kept as is for staff to be able to invest in the equity market, which means staff would need to come back and the Council pass a resolution. He noted additional steps would need to be taken before the city could invest in the equity market.

Councilmember Willmus indicated he appreciated the comments from staff and Councilmember Etten. Certainly, if the city were to look at index funds or equities, he would wonder how that would be managed. He explained that is a piece of it that should, if the city goes in that direction at some point in the future, warrants a broader conversation. From a policy perspective, that is fine and can remain there but simply having the understanding that at some point in the future, if the city decides to look at that, there needs to be another conversation specifically on how those index funds would be managed and who would do it.

Councilmember Groff asked Mr. Trudgeon if he knew of other cities doing this.

Mr. Trudgeon thought Woodbury did and maybe a few other cities as well. He stated staff tried to model some of the standards between the city policy and what other cities are doing.

Ms. Pietrick explained she was only aware of Woodbury as the only city doing this. She has reached out to Woodbury, but COVID-19 has been consuming a lot of their staff time. The advice she was given by another finance professional is that the city would have to go through the State, through PERA, to do the equity investing. Before this could be done, the city would need a resolution and she would want specific procedures in place. There are other things in the policy that can be done that have not been pursued. She noted a policy gives broad flexibility and does not mean the city needs to invest in all of those things.

Mayor Roe indicated the State Board of Investments is a conservative approach to using equities because they are investing the PERA funds along with the Roseville Fire Relief Funds. He would not want to go elsewhere to make those investments. He stated it made sense to have some policy in place outlining what the city would need to do and what would be the base policies.

Councilmember Laliberte indicated she was comfortable with the other changes. She wondered if the Council wanted to continue this conversation, has an idea as to how this would be managed, and if the conversation should be done separately.

Mayor Roe thought the Council could circle back to that.

Councilmember Etten indicated he would not be comfortable saying this is a good idea.

Councilmember Willmus stated if the consensus was to pull that part out of the policy for now, he would be fine with that. If the Council wants to have more detailed conversations down the road, he would be fine with bringing it back at that point.

Willmus moved, Laliberte seconded, adoption of Resolution No. ?? (Attachment A) entitled, "Resolution Amending the Investment Policy for the City of Roseville," as presented but with the removal from the policy the section allowing equity investments.

Council Discussion

Councilmember Willmus thought the comments made by Councilmember Etten made sense. He has a bit of trepidation about it as well and thought if it is hanging there in the policy and there is a different group on the Council, discussion should be started by scratch if a new Council would want to move in that direction.

Councilmember Laliberte agreed with all that has been discussed.

Mayor Roe suggested staff keep this draft language for future discussion.

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

Roll Call

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

Nays: None

e. Approval of Special Events Policy

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 13, 2020.

Councilmember Etten asked if Mr. Trudgeon had an estimate on the range of cost for mailing noticed out five hundred feet for the public hearing.

Mr. Trudgeon indicated he did not have an exact amount but in a residential area, there might be around seventy or so residences so the actual cost for the city to produce the materials is pretty simple and the mailing cost would be borne by the applicant. However, it really depends on the particular area.

Councilmember Etten appreciated that the permit fee might cover the city cost.

Councilmember Willmus explained aside from a lot of the park events, religious events, etc. that are exempted, what would be an example of an event in the city that has gone on for more than one or two days.

Mr. Trudgeon stated the only thing that jumped out was the Susan G. Komen Walk that might take place over a three-day period. Beyond that, he was not personally aware of any that have been more than a one-day event.

Councilmember Laliberte asked if there needed to be proof that the information was mailed or could the flyers be given out by hand, such as a flyer in the area, and does that satisfy the requirement. She would also be concerned about somebody who does want to do a 5K event, which does not just impact a set number of houses along the street, it could essentially be a citywide mailing depending on the route.

Mr. Trudgeon stated the process would be notification for the people that would be impacted and it does not necessarily need to be a mailed notice. One thing the city has done over the past couple years for land use cases, is actually mailing out

the notices to ensure those notices have been mailed out and then charge the cost back to the applicant.

Councilmember Groff asked if staff has checked with different ethnic groups in the city about their events and traditions because some can be lengthy.

Mr. Trudgeon indicated staff has not done any outreach for feedback from any particular group.

Councilmember Etten asked if the area notice was meant to be a notice of all properties. He indicated he was thinking about the linear nature of a run or bike versus five hundred feet from where speakers might be.

Mr. Trudgeon explained number sixteen of the policy states: "applicants shall provide a 10-day notice via postal mail to properties within 500 feet of the event," which is one thing the city can require. He thought it was easy to imagine when there is a set piece of property and drawing a radius around it. But when there is an event that traverses through the city, a run or a walk, it might not be appropriate to do a five-hundred-foot radius around the whole area. He thought number sixteen might need to be worked out to reflect something that would work for those types of events.

Councilmember Etten indicated he would be open to looking at other ways of doing that. He thought it was about not burdening a non-profit who is trying to do something good.

Mayor Roe concurred and thought with something like a run or walk the issue would be mainly at the start or finish line of the event where there is potentially more noise and people congregating around each other.

Councilmember Laliberte explained the last time the Council discussed this, there was talk about the decibel readings. At one point, there was question about whether the person would have a decibel reader or be expected to do that. There was also discussion about putting this past some of the organizations that typically have events to get their feedback. She asked if Mr. Trudgeon could give the Council an update on that progress.

Mr. Trudgeon noted in regard to the decibel meter, there needed to be some way to measure that but not necessarily require a decibel meter. He explained there are apps for phones that will read those decibels. In regard to outreach, there has not really been anything done.

Councilmember Etten explained there were two items he communicated with Mr. Trudgeon about. The first one was being very explicit in where it talks about the regular course of business for something, for example a religious institution, and

he thought inherent in this policy everyone is assuming that it is normal indoor activities at a place of worship. But he thought it was worth putting it in here so under the exempt requirements it would state, "Any regular use of an established and permanent place of worship, an educational facility, and stadium," anything that delineates the indoor from outdoor activities. The other items he was wondering about is that people can start an event with amplification by noon. He did not know, especially in the summer, when people might start an event sooner than nine or ten a.m., such as seven a.m., or whenever is appropriate to start an event but still keeping the four-hour cap.

Mayor Roe stated those were good points.

Councilmember Laliberte agreed and wondered if those few edits should be made and then come back to the Council.

Mayor Roe agreed and thought it seemed that way. Looking at the notice question, he asked how the applicant would mail notices for linear events and clarify indoor versus outdoor events. He stated certainly the worship aspect is interesting as well. He thought the city should be as clear as possible about possible exceptions and where it applies. He did not think the Council was ready to adopt something.

Mayor Roe offered an opportunity for public comment with no one indicating they wished to make comment.

Mr. Trudgeon indicated he will get additional clarification on this item. He did wonder if there was a specific time before noon that the Council would like to see for an event start time or should staff go ahead and pick a time.

Councilmember Groff thought runs, those types of events, would start early in the morning. He wondered how that would be handled.

Mr. Trudgeon explained this is an amplification and not about when the event starts. But if there is something at the starting line, such as a microphone or music or a gun going off to start the event, that would be restricted under current policy.

Mayor Roe asked how city events would be impacted by this.

Mr. Trudgeon stated if local regulations are followed, then he did not think mailing would be required. He noted the city usually has the events coordinated with the Park and Recreation Department that has a robust notification system.

Mayor Roe suggested including language that the events have to meet city policies.

Councilmember Laliberte explained she would like to have something in this policy that allows events that would start earlier in the morning, such as a walk or run, which would allow the applicant to submit a request to start earlier.

Councilmember Willmus thought this policy should more closely mirror what the city has in place right now with the existing noise ordinances.

Councilmember Etten asked staff to think about creating flexibility. The big things for him are the total length and decibel level and how that impacts neighbors. He asked how the city will create something from that but not create so many rules that it impacts city operations or hurdles to good things.

Mr. Trudgeon thought staff could come up with some language for city events specifically held on city property and get more information on what the requirements would be.

Mayor Roe thanked everyone for this discussion and indicated it would come back in the future for further review.

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 March 16, 2020 and March 23, 2020 City Council Meeting Minutes**
Mayor Roe indicated corrections and changes to the minutes have been submitted previously and he asked for any further changes or a motion to the minutes of one or both meetings.

Groff moved, Laliberte seconded, approval of the March 16, 2020 and March 23, 2020 City Council Meeting Minutes as presented.

Roll Call

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

Nays: None.

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 April 13, 2020 and related attachments.

Etten moved, Willmus 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. **Removed for separate consideration**
- b. **Enact an Ordinance Approving Text Amendment to the Roseville City Code, Chapter 906 Building Maintenance and Preservation Code**
- c. **Approve Amendments to the 2019 Budget**
- d. **Adopt a resolution memorializing the findings of the City Council's denial of amendments to Title 10, Zoning, mainly pertaining to height limitations for detached Accessory Dwelling Units**
- e. **Consider Setting a Public Hearing to Provide Host Approval Acknowledging the Expenditures of Tax-exempt Funds for Presbyterian Homes.**

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

City Manager Trudgeon reviewed the Council agendas for April 20, 2020 workshop, April 27, 2020 special EDA and regular Council meetings, and the May 4, 2020 Council meeting along with the May 11, 2020 Special EDA and regular Council meetings.

Councilmember Laliberte indicated the April RCLLG discussion had to be cancelled due to COVID but it is planned to do a virtual version on May 8, 2020.

Mayor Roe noted Wednesday, April 22, 2020 is the Roseville/Maplewood Business Council that will be held as a webinar. The topic is an update on the Rice Larpenteur Alliance process.

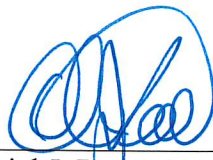
11. Adjourn

Willmus moved, Etten seconded, adjournment of the meeting at approximately 8:05 p.m.

Roll Call

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

Nays: None.



Daniel J. Roe, Mayor

ATTEST:



Patrick J. Trudgeon, City Manager

