



Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, September 14, 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

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

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. No one indicated a desire to speak.

5. Recognitions, Donations, and Communications

a. Proclaim September 28, 2020 as Kiwanis Peanut Day

Mayor Roe read the proclamation declaring September 28, 2020 as Kiwanis Peanut Day in the City of Roseville.

Etten moved, Willmus seconded, proclaiming September 28, 2020 as Kiwanis Peanut Day.

Roll Call

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

Nays: None.

b. Visit Roseville Presentation

Ms. Julie Wearn from Visit Roseville made a presentation to the City Council.

Mayor Roe thanked Ms. Wearn for the presentation and all the members at Visit Roseville for all the great work being done.

Councilmember Groff expressed his appreciation on how Visit Roseville handled the Roseville in Bloom rollout this summer during the COVID pandemic.

6. Items Removed from Consent Agenda

7. Business Items

a. Receive Finance Commission Recommendation on the 2021 Budget, Tax Levy and 2021-2040 CIP

Finance Commission Chairman Murray briefly highlighted this item as detailed in the Request For Council Action and related attachments dated September 14, 2020.

Vice-Chair Reif was also at the meeting and reviewed the Commission recommendation regarding the Police Department staffing.

Commissioner Sagisser explained he wanted a clarification to the recommendations because he did not think those items were the same recommendations approved by the Finance Commission.

Ms. Trudgeon indicated he also would like a clarification on that as well because he knew there was a roll call vote on the police officers but there was no roll call vote in regard to the Equity Manager in the draft minutes staff received.

Mayor Roe did not think the Commission was recommending a budget revision in relation to the Equity position but maybe the Commission needed a better understanding of what is involved in that going forward.

Chairman Murray thought that there was some discussion on the Equity and Inclusion Manager. He wondered if Ms. Pietrick could give further clarification.

Ms. Pietrick indicated the motion that was moved and voted on by the Finance Commission was to increase the levy in the amount equal to the hiring of three police officers. There was discussion about the Equity and Inclusion Manager and the Commission wanted to make sure that a consultant was engaged first. There was no vote on that particular position.

Mayor Roe thanked Ms. Pietrick for the clarification and noted the Council is not being asked to take action on this tonight.

Councilmember Willmus indicated regarding additional officers, on August 10, 2020 there was a budget presentation by the City Manager, and he was surprised that the City was stepping back and pulling those positions away. One of the questions he had with respect to that is what has been seen in Roseville in terms of

additional square footage of commercial development and redevelopment as well as residential units. This information was received in August so going forward through 2020-2021, towards the end, staff was projecting the city will have an additional 764 residential units and just under 500,000 square feet of commercial square footage added to the community. He thought that the City needs to take a more serious look at what is being done in terms of staffing levels within the Police Department, patrol officers explicitly. He noted he was leaning towards filling those positions and bringing them online through 2021.

Mayor Roe thought that could be discussion for the September 21, 2020 meeting. He asked staff to include the memo referred to by Councilmember Willmus as part of the meeting packet. He indicated another piece is that he had asked the Finance Director for information about the change to the impact on the average single-family household if the Council were to add that into the levy. There was also the discussion about the context of impacts on taxpayers to also include the impacts on some different price points of homes as well as commercial properties.

Councilmember Laliberte thanked the Commission for doing a good job and thoroughly discussing these items.

b. Approve a Request for Proposal for a Diversity, Inclusion and Equity Consultant

Assistant City Manager Rebecca Olson summarized the request as detailed in the Request for Council Action dated September 14, 2020.

Councilmember Willmus asked for clarification on the interview process and how staff envisions it.

Ms. Olson indicated staff has not finalized this at this point. She reviewed the interview process so far with the Council.

Councilmember Willmus asked if Ms. Olson thinks there is a drawback to putting the RFP's out in the newspaper.

Ms. Olson did not think there would be a drawback but rather a return on investment. She noted it will probably not require a lot of cost on the City's part and there really is no reason why the City should not put it in the newspaper. But staff has not seen a lot of response rates from other RFP's based on what she has heard from staff members regarding the newspaper.

Councilmember Laliberte wondered, when the top companies are selected for the actual interviews, would they use Zoom. If so, she asked whether there could be a public viewing processes like the Commission interviews.

Ms. Olson indicated that is a good consideration. Sometimes, depending on what is included in their proposals, companies either do or do not want that public, granted it is public, and is a consideration to take.

Councilmember Laliberte indicated she would be in favor of making the interviews public. She thought the community was very invested in this and very interested in where this work will go. She also offered on the capacity section, there was a lot of reference to internal capacity and she wondered if the City could ask of these consultants to also look at what is available to them on an external basis.

Councilmember Etten indicated the City does not normally make consultant interviews or interviews of anything like that public so he thought it was a pretty big shift in how the City does that and he did not know how that might affect consultants. He would be more in favor of pulling in stakeholders from the HRIEC or the Multi-Cultural Advisory Committee. He suggested having more than one community member involved in the process versus having the entire interview process open to the public. He thought it would change the dynamics significantly.

Mayor Roe thought the public interviews could be viewable by the public and not necessarily having the public participate in the interview process. He noted there are certainly issues with interviews and Councilmembers being present because that could make it a public meeting. He did not think it was necessarily a bad thing by making this accessible to those who want to view it and it should be made clear to the applicants that it will be public.

Ms. Olson suggested if staff were to consider that, it might be wise to put in the RFP that the interview process may be public so people who are bidding on it are aware of it upfront.

Councilmember Laliberte indicated she was not suggesting the interviews be open for resident input but should be viewable by the residents so people will know what is being suggested for outreach and initiatives and it would also give a first-hand glimpse at the thoughts regarding the action plan.

Mayor Roe asked for clarification on the training, asking whether the third part was that the consultant would develop a plan for training or would the consultant do the training.

Ms. Olson indicated the initial intent is the consultant would provide staff with the training, whether it is them doing the training or directing staff to a resource.

Councilmember Laliberte thought as a part of training, maybe the consultant could train a trainer for future new staff members.

Ms. Olson stated that was the intent.

Mayor Roe offered an opportunity for public comment.

Public Comment

Cynthia White

Ms. White stated she strongly supported this position, but would like to see a little bit more specifics that she may have not heard correctly in the presentation. She asked whether this position is expected to assist with ensuring that the City provides more equity in terms of City staff positions, in terms of Commission positions, in terms of bid equities, and personnel issues that arise. She also asked whether personnel issues are being managed with and an equity lens. Those are some of the specifics that she hoped would be addressed.

Ms. Olson explained the City's current Racial Equity plan touches on a number of those items. That plan includes goals that relate to hiring employees as well as diversifying the Commissions. Also included is information on work with the City's contractors for bids and for vendors. These items are in the current action plan and the City is asking the consultant whether the things in the Racial Equity plan are appropriate, are the steps the City is taking on those the right step, or are there things the City should be doing to achieve some of those goals.

Etten moved, Groff seconded, authorizing staff to advertise for proposals for the Diversity, Inclusion and Equity Consultant.

Council Discussion

Councilmember Etten thought this was an important step and it was great that staff, the HRIEC, and Finance Commission are all coming forward with their approvals. He thought the consultant would help the City focus its plan for further staffing as well as operations and make sure the City is vetting equity at a much deeper and more comprehensive level. He thought this was a great step along the way.

Councilmember Groff concurred. He explained this is a crucial step that the City is taking. He was looking forward to seeing what comes of this and thought the City was doing the right thing.

Councilmember Willmus asked if the motion included or called to light the public viewable process.

Mayor Roe indicated that was not specifically in the motion. He asked Councilmember Etten if he would be agreeable to an amendment to the motion to include this.

Councilmember Etten indicated he would not and that would have to be an additional motion by someone else. He was not sure how that would change the whole process.

Councilmember Willmus indicated he wanted to call attention to it and that is the direction the Council is going. He thought staff had direction to look at that while drafting the final RFP.

Councilmember Etten indicated he was fine with staff looking at that and how it might work but he was not going to put it in his motion.

Councilmember Laliberte asked to add extra external resources in the capacity section and whether that is addressed in the motion.

Councilmember Etten indicated he was completely open to that amendment.

Mayor Roe thought that should become a part of the Council's recommendation.

Councilmember Laliberte indicated she supported this and thought the City had taken many steps over the past several years to move in this direction but it has been very difficult for them to operationalize it and have staff do everything that is expected of them. Even with all of the efforts that have been done by staff through the G.A.R.E. program and the Council's support for various measures over time, being able to actually start taking action on things is what the Council and staff are here for.

Mayor Roe indicated he did see a benefit to the consultant the City hires helping the City with the definition of permanent position, how that fits into the organization, and what that looks like.

Roll Call

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

Nays: None.

c. Receive Human Rights, Inclusion and Engagement Recommendations

Assistant City Manager Rebecca Olson briefly highlighted this item as detailed in the Request For Council Action and related attachments dated September 14, 2020.

Chair Beltmann and Vice-Chair Djevi reviewed the engagement project with the Council.

Councilmember Laliberte stated she was happy to see this and to have something for staff to move forward with and have evaluated. She expressed her appreciation for including the spectrum of public participation and something the Council has

been talking about with all of the departments with regard to any project or community engagement being done.

Councilmember Groff stated Chair Beltmann's pointing out the Engagement Assessment tool is one of the pieces that caught his eye. He understood this was a draft so he would not go into detail on everything in the engagement project. He suggested the consultant review this and give feedback as well.

Councilmember Etten thanked the HRIEC for their work, which was very good. He agreed with Councilmember Laliberte's thoughts.

Mayor Roe noted in terms of the assessment process, that can happen at a number of different levels. He thought they should all be clear with themselves when going into a particular assessment exercise as to what is being assessed because otherwise, it can lead to a lot of time spent trying to explain that halfway through the process.

Chair Beltmann thought there were a couple of things to clarify, noting the packet does not go far enough into the evaluation process and that is something the consultant could help them with. In terms of the HRIEC recommendation for tonight, each different group identified should use the assessment included in the packet to do a general assessment of where each group is today and follow through with it.

Vice Chair Djevi thought Chair Beltmann provided great leadership in getting the Commission where it is today, and he wanted to acknowledge her work. An observation he wanted to make is how do they go from having the document to hopefully having the consultant look at it and move it to the next stage of action. He noted the people doing the work will have to hold the document in their mind every time they are doing the work that is done every day.

Mayor Roe agreed and thought the City needed to make something for staff that is not hard to do so it becomes a habit.

Chair Beltmann clarified the Commission had two recommendations for the Council, one was the engagement packet and the other was the assessment and asking the Council to consider recommending and providing direction that staff work with Commissions, the Council, and internally to complete that assessment.

Mayor Roe thought it made sense to do this.

The Council was in support of the assessment and moving forward with it.

d. Discuss Voting Status of Youth Commissioners

Assistant City Manager Rebecca Olson briefly highlighted this item as detailed in the Request For Council Action and related attachments dated September 14, 2020.

Councilmember Willmus asked if the City went forward with allowing Youth Commissioners to vote, is there something that the City can do to create a city contact method for that individual, city email, etc. so the public would be able to engage with them.

Ms. Olson indicated the City does have the ability to create a city email account that the Youth Commissioner would be able to access and would be subject to all of the pertinent data practices.

Councilmember Etten indicated in the last discussion, there was mention of talking with the parents and students regarding this. He wondered if that had happened and if so, what came from that discussion.

Ms. Olson explained staff did reach out to different current Youth Commissioners and she did not believe any of them wanted staff to talk to their parents. The feedback received was that some were okay with it while others did not really care and it was not a huge issue with them. After her discussion with the Youth Commissioner on the HRIEC, she would be okay with adding any additional liability but also understood that future Youth Commissioners may not be. She suggested the Council give Youth Commissioners a choice whether to be a voting member or not, based on that liability. She indicated there was not a definitive yes or no from any of the current Youth Commissioners.

Councilmember Groff asked how other cities addressed the liability issue and were there any discussions with neighboring cities about that issue. He found it extremely interesting that the City of Shoreview would have a yes on the Parks Commission and a no on the HRIEC and wondered what the logic to that was.

Ms. Olson explained the conversation about Youth Commissioners voting did not come up during her time with Shoreview and during that time, she did not believe there was a Youth Commissioner on their Parks Commission. Ms. Olson noted that often times, votes were not taken and so when Shoreview says they do not have a voting member, there are not many votes that are actually done as the Park Commission's decisions are more consensus based.

Councilmember Laliberte indicated at the last meeting where the Youth Commissioners were voted in for another term, she had explained it was nice that all of the Youth Commissioners wanted to sign up again. However, that did not give much opportunity to others wanting to be on a Commission but a way for the City to offer this to more youth, would be to add more Youth Commissioners. She thought the numbers of votes would then become a consideration for recommendations being made to the Council based on action. She noted that Youth Commissioners are not the taxpayer and asked at what point do the numbers not work if the City is open to adding more Youth Commissioners.

Mayor Roe stated this was something he had thought about and one approach that could be taken is to have Youth Commissioner votes be advisory votes and not official votes in the count of the tally, noting there are pluses and minuses to that approach but it is one way to deal with it. Another thing is that certainly in the case of the Planning Commission or actions before the Parks and Recreation Commission, such as recommending park dedication and those type of things that have some fairly significant ramifications, the City could outline in the Ordinance that those are the types of votes that Youth Commissioners cannot vote on. But the Youth Commissioners could vote on other items with a broad consensus already on the Commission. The other approach would be all advisory or no voting at all. He thought some type of hybrid would make sense, but he was not sure how to get there.

Councilmember Groff indicated having served on a Commission, it is really helpful to have continuity on the Commission with Youth Commissioners. If the Youth Commissioner is changed every year, their experience is not as valuable to a Commission. He did not think it was as valuable to an individual either and preferred having a longer renewal for the Youth Commissioners. He did not think any of the Commissions had multiple Youth Commissioners at this time.

Ms. Olson noted currently the Parks Commission has two Youth Commissioners, the Public Works Commission has one, and the HRIEC has one.

Councilmember Groff did not think the Commissions would have the majority of Commissioners youths.

Mayor Roe noted the current Ordinance states up to two Youth Commissioners on a Commission.

Councilmember Willmus agreed with Councilmember Groff. He thought most of the items at the Commission level, removing the Planning Commission, are largely consensus items that are before the Advisory Commissions. He would be curious how a hybrid voting system would work. He would also be interested in legal counsel input on whether or not this is a good idea.

City Attorney Gaughan indicated his input is in the staff report but he would strongly recommend not committing youth votes on the Planning Commission or when it comes to park dedication on the Parks Commission. Those are matters often times with significant legal ramifications and legal competency issue and also as a policy matter, not wanting to place youth in certain situations. He indicated the other Commissions are advisory commissions and it is not necessarily a legal liability issue, it is more again if the City wants to place youth, as a matter of policy, in a position to have to take into account those sorts of considerations, even if it is up to the City's Ethics Code.

Mayor Roe agreed with City Attorney Gaughan. He thought that Youth Commissioners who do not wish to vote, should be given the option to abstain from a vote, rather than not allowing that Youth Commissioner to vote.

Councilmember Groff thought if Youth Commissioners were going to be included in voting, the Youth Commissioners should attend the Ethics training or at least understand that part of it. He thought that would be a good thing for them to do because it would be a good civics lesson for them. He thought the plus outweighs the negative.

Councilmember Laliberte agreed. She wondered if even though Ms. Olson approached the Youth Commissioners about talking to their parents, going forward when the Council is appointing a Youth Commissioner who will have the ability to vote, shouldn't there be some process or acknowledgement by the parent that the Youth is in this position.

Mayor Roe thought that made sense.

Ms. Olson indicated she was actually going to defer to the City Attorney to see if there was something that should be added to the Youth Commissioner application so the parent sign to allow the youth to enter into this process.

Mayor Roe wondered if it might be more in the form of a disclaimer than permission.

Councilmember Laliberte thought a disclaimer would be something the student would be signing and acknowledging and again, is not engaging the parent. The only reason she is bringing this up is because there could be a decision made that divides the community, a Youth Commissioner may not consider or think about the ramifications, and then there could be fallout that the family would have to deal with. She knew this would be rare but thought it was something the family should be aware of as a possibility.

Councilmember Etten thinks a disclaimer would need a signoff for a parent or guardian. Certainly, there have been controversial things before, for example with the HRIEC and strong input from the community, which is an important thing to acknowledge if this moves forward. He thought a disclaimer should talk about voting but also about the person being involved in this information.

Mayor Roe indicated he was surprised that the City did not have parental signoff on the student becoming a Youth Commissioner and the City should look at improving its process in that regard, whether that has to be a policy update or part of the Ordinance. He suggested staff look into this and determine what makes sense.

Councilmember Etten asked if the Council should see proposed language for this before approval.

The direction of the Council was to have staff propose language for Council review before voting on this item.

e. 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 September 14, 2020.

Councilmember Etten asked if Mr. Trudgeon has looked at additional ways the City can use the residential portion of support to help the residential homeowners with utility costs.

Mr. Trudgeon indicated originally staff did look to see if the support could be used for utility payments and some other things as well and the City EDA Attorney did look at it and felt it might be a little bit challenging to make that connection for CARES. He noted different attorneys have different opinions on this, so it becomes a risk factor on the City's part. He intended to talk to Finance Director Pietrick about all of the changing guidance. Personally, he did not think it was a great risk and if the City could help out a few people, then it is something that should be looked at doing.

Mayor Roe asked whether staff has looked into helping residents with property tax relief. He was not sure the City could use CARES funds for that relief.

Mr. Trudgeon indicated that is a tricky one because the City cannot use those dollars to replenish something that the City would normally get.

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 August 24, 2020 City Council Meeting Minutes

Mayor Roe indicated there was some correspondence from Councilmember Laliberte to staff regarding a name of a resident in the minutes.

Councilmember Laliberte indicated the gentleman representing CORE Living is Todd Eatmon and not Todd Evan and needs to be changed on lines 809, 811, and 817.

Mayor Roe indicated he sent a name change of Ms. Barbara Garn to staff to correct as well.

Laliberte moved, Willmus seconded, approval of the August 24, 2020 City Council and REDA Meeting Minutes as amended.

Roll Call

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

Nays: None.

Public Comment on Covid-19 Update-

Mr. Etienne Djevi explained he had a comment on the COVID subject. As fall and winter comes closer, he thought morbidity and mortality from a combination of COVID and Influenza were going to be a big challenge. He wondered if there was any way the City could provide education to improve vaccination for influenza, which he thought would make a big difference in morbidity and mortality related to COVID.

Mayor Roe stated the short answer to that would be yes.

Mr. Trudgeon indicated he will connect with the Fire Department to coordinate a health promotion to see what the City can do to promote the flu shot clinics.

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 September 14, 2020 and related attachments.

Willmus 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	\$1,595,158.11
97471-97644	1,053,718.56
TOTAL	\$2,648,876.67

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

c. Approve 2021 Insurance Benefit Renewals and City Cafeteria Contributions

d. Approve Owasso Gardens Public Improvement Contract

e. Approve Resolution No. 11740 scheduling a Public Hearing to Provide Host Approval Acknowledging the Expenditure of Tax-Exempt Funds for State Housing Holdings of Minnesota

f. Renewal of Ramsey County GIS User Group Joint Powers Agreement

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

City Manager Trudgeon reviewed the September 21, 2020 EDA meeting, City Council Worksession and the September 28, 2020 City Council meeting.

Mayor Roe noted on the LCA program, that is actually something the Land Use Advisory Committee for the Met Council has been talking a lot about.

Councilmember Groff indicated he would like to have a discussion on banning all flavored tobacco product sales in the City of Roseville.

Councilmember Laliberte wondered if the Council could get an update on the JPA and Metro INet being set up as a separate entity. She also would like to discuss working with Community Development Department on adapting for the fall patio season and what that might be. She would like to hear from the businesses on this item.

Mayor Roe indicated he would like an update on where the interview process is at with the Police Civil Service Commission.

11. Adjourn

Willmus moved, Etten seconded, adjournment of the meeting at approximately 8:23 p.m.

Roll Call

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

Nays: None.

ATTEST:


Patrick J. Trudgeon, City Manager


Daniel J. Roe, Mayor