



Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, May 11, 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 6:15 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

6. Items Removed from Consent Agenda

7. Business Items

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

Assistant Fire Chief David Brosnahan and City Manager Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated May 11, 2020.

Councilmember Willmus asked as the license center comes back online, are there plans to keep the drop box in place because it seems to be a tool that works very well and might actually alleviate the pressure on some to come in for a visit.

Mr. Trudgeon indicated the drop box will stay.

Mayor Roe indicated he was on a call with a number of Ramsey County officials as well as other cities discussing some of the programs the County will be offering using the assistance received from the federal government both for businesses as well as for residents that need assistance with rent and mortgage payments.

b. Consider An Ordinance Amending City Code Section 1011.04.J.8 Regarding Replacement Tree Locations

Community Development Director Janice Gundlach summarized the request as detailed in the Request for Council Action and related attachments dated May 11, 2020.

Mayor Roe offered an opportunity for public comment with no one indicating a desire to speak.

Willmus moved, Etten seconded, enactment of Ordinance No.1585 entitled, "An Ordinance Amending Title 10 (Zoning), Chapter 1011 (Property Performance Standards) Regarding Regulations Related to Replacement Tree Locations and Cash-In-Lieu Payments."

Council Discussion

Councilmember Willmus appreciated everyone's efforts on this item. He thought this would be a better product moving forward.

Councilmember Etten agreed with Councilmember Willmus' comments and believed this kept a lot of the main goals the city has in place but allows the city to avoid having strange outlier amounts that are unreasonable for development.

Councilmember Groff indicated he supported the changes and thought they were good changes. He hoped the city paid attention to these developments in residential areas. He noted staff may have to be careful and have people check those sites because he knew a couple of them, as he has seen, are not following procedure to protect the trees and there is damage from equipment on the sites. He thought the ordinance was wonderful but without enforcement, the city is not going to be able to protect the city canopy.

Councilmember Laliberte agreed and thought when the ordinance was created to begin with, the Council agreed they would have to see how the ordinance played out. She thought it was a good process for the Planning Commission, Variance Board, and Council to work on that. She thanked staff and agreed this does come to enforcement and making the developers know what the city expects.

Roll Call

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

Nays: None.

c. Receive Update on Sustainability Efforts

Environmental Specialist Ryan Johnson highlighted this item as detailed in the Request for Council Action and related attachments dated May 11, 2020.

Councilmember Willmus thanked Mr. Johnson for the presentation. He asked for more background as to what St. Louis Park is doing as far as energy code requirements that go beyond what State Building Code does and how St. Louis Park is enforcing those things.

Mr. Johnson explained he would have to look into the actual details of what St. Louis Park is looking at.

Councilmember Willmus indicated he was more curious if St. Louis Park is actually able to enforce a higher, more restrictive standard than State Building Code allows for.

Public Works Director Marc Culver explained St. Louis Park is no different than Roseville in that by State Law, the city cannot require building codes that are more restrictive or add additional costs to buildings than the State Building Code would allow. However, St. Louis Park is working on incentivizing energy efficiency in new buildings, in particular. Anything that receives a city subsidy, support or TIF, or anything like that has an added building code component for its energy efficiency. Right now, St. Louis Park does mandate the benchmarking program and it is tracked.

Councilmember Etten asked if staff anticipated that the city's GreenCorps member will be the community lead if the city pursues the Xcel Energy program.

Mr. Johnson indicated that is an option. Everything has not been vetted yet and the city just found out, within the last few weeks, that it will get that member and staff is hoping for Council support to move that forward. As of right now, there are a many options.

Councilmember Etten noted before the city goes into something like St Louis Park is doing, he would like to know what they have learned in that process and see how they are working with its businesses to make sure it is a successful program.

Mr. Johnson explained city staff will work with the City of St. Louis Park, Edina, and Hennepin County to move this forward. He noted the City of Roseville is in a good spot because there are a number of good cities to talk to and make sure the program that is rolled out is successful.

Mayor Roe offered an opportunity for public comment with no one indicating a desire to speak.

Mr. Culver explained staff did receive three public comments this past week via email. One was included in the agenda packet and two came in after the packet was disbursed and will be added to the packet afterwards.

Mr. Culver noted Ms. Priscilla Morton, Ms. Ann Haugen, and Ms. Donna Peterson submitted public comment.

Mayor Roe explained staff is looking for direction on several things, one that is time sensitive is the Partners in Energy Program that has a deadline for apply for it.

Councilmember Etten agreed and would like the city to pursue the Partners in Energy Program piece. Part of the reason is the many community benefits and also the support that is provided by Xcel and the staff support as well as the GreenCorp member being the main lead, or supporting staff in the pursuit which allows the city to balance some staff work moving forward. He was also interested in the next steps and thought these are pretty big chunks and should be laid out in a format that the city can show what those pieces would look like.

Councilmember Willmus concurred.

Councilmember Groff explained one of the things he really liked with Partners in Energy is that Xcel tailors the plan to each city. He noted he went to the meeting in January and there was some good information that came out of it on what St. Louis Park is doing. He did not think that everything St. Louis Park is doing fits in Roseville, but it would be good to explore and see how it can be adjusted or work for Roseville.

Councilmember Groff noted regarding Partners in Energy, there are a number of residents in Roseville that are concerned about sustainability and zero net. This would be an opportunity for those residents to participate in the community outreach and good for the city.

Councilmember Laliberte agreed with what the other Councilmembers said and indicated one question she had about incorporating the GreenCorps person as the community lead, is that the Partners in Energy Program would last longer than the city would have the GreenCorps member. She thought staff needed to think about how that would continue on if that person was the lead, after that person was no longer with the city. She also agreed there are a lot of residents in the community that have a passion for this and having them a part of that energy action team would be great. She was curious about how that energy action team gets put together, can it be as big as it wants to be, can anybody who wants to be on it can be on it, or how does staff work with Xcel to ensure there is balanced representation. She noted she was incredibly supportive and interested in the program.

Mayor Roe agreed that is one of the questions the Council has regarding implementation and how the group will be comprised. He thought there will need to be further conversations going forward to make sure the city is doing the best it can in allowing whoever wants to participate to participate, and make sure the city gets that representation as well across the various types of stakeholders in the community.

Mayor Roe explained another point of view of not having the GreenCorps person as the point person, is to have a staff person as the point person which would allow some continuity going forward in the organization. One of his questions was the notion of the extra five to ten hours a month for that person, if that is something the city is able to do.

Mr. Johnson explained he would definitely do his part as that is part of his role with the city. He would also defer to Mr. Culver's thoughts on it.

Mr. Culver explained as with everything in the city, when staff decides to bring on a new program or service, managers absolutely take into account the impact on staff and available resources. But with something of this magnitude and importance to the city, with strong interest and a very engaged group of residents, some resources may need to be shifted in Public Works to make that happen.

Mayor Roe appreciated the comments from staff.

Councilmember Groff felt the Partners in Energy was a good first step to take. He stated there are other good ideas, but more information is needed on them.

Councilmember Etten agreed but would love for staff and the PWETC to start queuing these things up to bring recommendations or background information to the Council.

Mayor Roe thought the only other area staff should look at is finding interested businesses to do a pilot program related to the benchmarking and may be low in impact and staff time and also provide some feedback on what it looks like.

Councilmember Groff agreed with Mayor Roe.

d. Receive the 2019 Cash Reserve Fund Report and Consider Transfers to Other Funds

Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request for Council Action and related attachments dated May 11, 2020.

Mayor Roe suggested on the spreadsheet, to add a third column on the right hand side that is the sum of the two years transfers for however many prior year transfers there are so the Council can see the total that has been put in over the last 'x' number

of times from each of the different funds. He thought that might be helpful to have. He imagined going forward, the left column would need to state past transfers instead of 2019 transfers, in the middle column would state current transfers, and the right column would have the total.

Ms. Pietrick indicated that was what she was envisioning as well.

Councilmember Willmus indicated from the auditor's perspective, the General Fund is still whole, and the auditors are satisfied. What the Council is looking at, is how this is going to be tracked internally by staff. He noted one of the things he was looking at is to separate this from the General Fund and then look at Park and Rec, IT, License Center, and Communications separately. One of the things he was a leery about doing right now is moving dollars with respect to those accounts because the city is at the onset of this issue related to COVID 19. He would like to see this get a little deeper into the year to have a better picture of where the city is at. He thought there needed to be a conversation with respect to Park and Rec on where the city is going with both the high and low percentages.

Councilmember Etten asked Councilmember Willmus if he was talking about not sweeping the funds from the different areas yet, or was he talking about sweeping them and making the General Fund whole and then not yet returning those funds.

Councilmember Willmus explained he was talking about not yet returning those funds.

Mayor Roe asked if that was also not returning anything to the General Fund at this time.

Councilmember Willmus explained he wants to break it out and separate between the General Fund and these others and approach it from that perspective.

Councilmember Etten appreciated the time Ms. Pietrick took to talk to him today. He thought staff could work on how to make this easier to understand for the Council in order to be easier to manage in the future. He was okay with Councilmember Willmus' suggestion of not returning some of these funds yet and thought the city had the time. He asked staff if that works for the IT piece based on previous conversations.

Ms. Pietrick explained on the piece from IT, staff is going to sweep it because it has excess cash balance. Staff was not going to return it to the IT fund. Communications could probably wait until mid-year to make that transfer back.

Mr. Trudgeon reviewed previous discussions regarding the budget with the Council.

Councilmember Laliberte explained she has been supportive of this as a way to get a better picture of excess funds at the end of the year and to also address the fund accounts. She did not understand how complicated this was going to be to show. She appreciated the work that has gone into it but did not know if the city is there yet because going forward, it may have to look a little different in order to be clear for the residents and future Councils. She stated the piece she is still holding onto, and this may not be the year because of COVID expenses, loss of revenue, and other things that are going to affect them as a city, but being in a position where it is identified where the city has underspent what the budget has been and finding ways to either reduce the tax levy going forward, in those instances, or return funds to the taxpayers. She did not know if the city was there right now but would like to get clear information going forward.

Councilmember Groff echoed Councilmember Willmus' comment and thought staff should transfer funds to the cash reserve fund but waiting a while to transfer funds back. He would be supportive of that.

Mayor Roe stated the notion of making the General Fund whole with the \$918,000 is that if anyone looks at where the funds have come from to get to the balance in the Cash Carry Forward Fund, a lot came from Park and Recreation previous year. So as to how staff chooses which pot the money comes from to get to the \$918,000, a significant chunk of that is going to have to come from the Park and Recreation fund and staff will have to acknowledge that.

Councilmember Etten appreciated Mayor Roe pointing out where the majority of the fund is coming from, but he was not sure that proportionality works with this. He would like to square up the finances from 2019 and not wait on those dollars. He wondered regarding the RCA and motion that is being requested, in that it asks for the city to transfer \$317,565 to the General Fund to make it balance out, but did staff clear out the \$601,000 from 2018. He wondered if that needed to also be included in transfer funds from the Cash Reserve Fund to the following funds and if the full \$918,000 was part of this motion.

Mayor Roe thought the answer was yes and noted staff was agreeing.

Mr. Trudgeon indicated that was correct.

Etten moved, Willmus seconded, to receive the 2019 Cash Reserve Fund report showing the transfer of \$861,637 from targeted funds to the Cash Reserve Fund and to transfer funds from the Cash Reserve Fund to the General Fund in the amount of \$918,583 to make the General Fund fit into the city's target range.

Council Discussion

Councilmember Etten appreciated the work of staff and stated he wanted to make sure the main General Fund is whole and the city is meeting its minimums and matching its financial responsibilities.

Roll Call

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

Nays: None

e. Consider Extending the City of Roseville Local Emergency Due to the COVID-19 Pandemic

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated May 11, 2020.

Mayor Roe offered an opportunity for public comment with No one indicated a desire to speak.

Etten moved, Willmus seconded, adoption of Resolution No. 11695 entitled, "Resolution to Extend Period of Local Emergency."

Roll Call

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

Nays: None

8. Approve Minutes

9. Approve Consent Agenda

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

City Manager Trudgeon reviewed the agendas for the May 18, 2020 Council meeting, June 8, 2020 Council meeting, and EDA meeting and June 22, 2020 Council meeting.

Councilmember Laliberte updated the Council on the NYFS Leadership Luncheon along with the Ramsey County League of Local Governments meeting. She also asked for an update on the Rose Parade.

Mr. Trudgeon indicated he is expecting an update in the next few days but expected everything to be cancelled until after July 4, 2020.

11. Adjourn

Laliberte moved, Etten seconded, adjournment of the meeting at approximately 8:15 p.m.

Roll Call

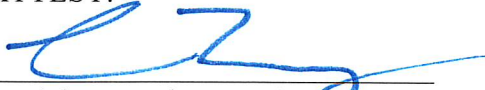
Ayes: Etten, Willmus, Laliberte, Groff and Roe.

Nays: None.



Daniel J. Roe, Mayor

ATTEST:



Patrick J. Trudgeon, City Manager