



**Regular City Council Meeting Minutes  
City Hall Council Chambers, 2660 Civic Center Drive  
Monday, April 26, 2021**

*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: Willmus, Strahan, Etten, 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:** Willmus, Strahan, Etten, 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 appeared to speak.

**5. Recognitions, Donations, and Communications**

**a. Asian and Pacific Islander Heritage Month Proclamation**

Mayor Roe read the Asian and Pacific Islander Heritage Month Proclamation.

Etten moved, Strahan seconded, proclaiming May as Asian and Pacific Islander Heritage Month.

**Roll Call**

**Ayes:** Willmus, Strahan, Groff, Etten and Roe.

**Nays:** None.

**b. Mental Health Awareness Month Proclamation**

Mayor Roe read the Mental Health Awareness Month Proclamation.

Willmus moved, Groff seconded, proclaiming May as Mental Health Awareness Month.

**Roll Call**

**Ayes:** Willmus, Strahan, Groff, Etten and Roe.

**Nays:** None.

**c. Older Adults Month Proclamation**

Mayor Roe read the Older Adults Month Proclamation.

Etten moved, Strahan seconded, proclaiming May as Older Adults Month.

**Roll Call**

**Ayes:** Willmus, Strahan, Groff, Etten and Roe.

**Nays:** None.

**6. Items Removed from Consent Agenda**

**7. Business Items**

**a. Joint Meeting with Finance Commission**

Finance Director Michelle Pietrick introduced the Finance Commission to the Council.

Commissioners present were: Chair Wanda Davies, Commissioners Bruce Bester, and Dan Sagisser.

Chair Davies indicated Commissioner Bester has taken on the job of writing up the scope and responsibilities of the Commission.

Commissioner Bester presented to the City Council issues brought to the Finance Commission for discussion.

Mayor Roe indicated he was generally satisfied with the job that the Finance Commission is doing, and he thought there might be some challenges with the timing of things coming before the Commission, such as the City Audit. He did not think the Council expected the Finance Commission to look at everything that is on the check register before the checks are written. He thought it was more related to proposals for large amounts of money the City spends.

Councilmember Groff thanked the Commission, noting the work they do is important. He thought what Ms. Pietrick is directing the Commission to do is perfect. To zero in on the meetings where those things are discussed, that will be most important to the Finance Commission. He suggested the Commission not spend too much time on one thing because some things just need a quick review.

Councilmember Willmus thanked the Commission and indicated this Commission was meeting the Council's expectations. He noted things will be sent to the Finance

Commission for direct feedback to the Council such as the Emerald Ash Borer and the Public Works Maintenance storage facility as well as the expansion of the City Hall Campus. He noted from time to time there are financial reviews, and the Commission is looking at it after the fact, he was not sure it would be more beneficial to look at it from the front end. With respect to the scope duties and functions that are currently laid out in the ordinance, if there is something that the Council is missing or that the Commission feels strongly about and wants to do but not currently doing, the Commission should certainly identify those things and go forward from there. He thought they could look at how to convey to the public what the City is doing in terms of budget and levy. He hoped that the Commission would continue to do that on an annual basis and offer recommendations to the Council for how things can be better done.

Councilmember Etten agreed the Finance Commission is valuable. He also agreed with the other Councilmember's thoughts on the audit and audit process, and thought one of the keys is that Council is receiving the audit and not making decisions in the moment. One of the reasons the Commission was created was to look at the budget process and communicating that information with the public.

Councilmember Strahan explained the way she sees this is that the Finance Commission is the City's internal auditors for its processes. She wondered if the Finance Commission could be seen as an advisory to other Commissions or other Departments such as the Parks Department when they are looking at setting pricing or other expenses. She agreed with the other Councilmembers' comments as well.

Commissioner Sagisser indicated the Commission is actually curious about looking at fees because there are several things coming up, such as recycling that the Commission could be helpful with.

Mayor Roe thought it might make sense to have the Commission look at the annual fees schedule during the budget process.

Commissioner Sagisser updated the Council on the Cash Reserve Fund and what is coming before the Commission soon.

Councilmember Willmus thought those were items the Council is interested in some feedback on. When the Council looks at fee structure for various departments, he thought it was critical for the Commission to meet with those departments in order to understand the environment that is being worked in. The same would hold for the various reserve accounts. He thought it was important that there is a solid understanding on the part of the Commission what these various departments do and how they work along with the type of service they provide to the community.

Councilmember Strahan thought it was also important to note that the Council tasks the Finance Commission with attending to the Diversity, Equity and Inclusion factors the City is working on as a whole City. Especially as fees structures are considered in relation to the parks and participation fees and such that the full equity and inclusion aspect is considered.

Chair Davies thanked the City Council for the feedback.

Mayor Roe thanked the Commission for coming to the meeting and making the presentations.

**b. Consider Approval of a Joint Powers Agreement with Hennepin County for Energy Benchmarking Services**

Environmental Manager Ryan Johnson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 26, 2021.

Mr. Will Ristow, Green Corps, presented the joint powers agreement with Hennepin County for Energy Benchmarking services.

Mayor Roe indicated the City appreciated all of Mr. Ristow's hard work and enthusiasm.

Councilmember Groff indicated when talking about doing the comparisons, Mr. Ristow indicated it was comparing similar buildings and he wondered if it also compares businesses in those buildings because that could affect energy usage quite a bit.

Mr. Ristow explained it usually compares on square footage size. If the business were to be in a strip mall, it would be one business' square footage that would be compared and not for the whole square footage of the strip mall.

Councilmember Strahan asked if the twenty buildings they are looking to come onto this project are all in Roseville, can they be non-profits or churches or other organizations, and are they specifically the owners or long-term tenants.

Mr. Ristow indicated it is open to all non-profit and for-profit businesses or organizations willing to sign up and share their data for the report.

Councilmember Etten thought the presentation was done well. He asked in regard to working with management companies for the strip malls, how that works out.

Mr. Ristow indicated ideally, they would have to go from business to business. He explained if one owner owns the entire strip mall, then it would be the owner's consent to do that.

Councilmember Etten thought that might be a nice low hanging fruit, certainly the City has good relationships with some of these owners and has worked with them over time. This might be a good learning experience for all involved. He also wondered about the apartment complexes.

Councilmember Willmus indicated he had a question related to funding this. Mr. Ristow mentioned that at some point the City would need another person working on this full time. For staff, when looking at years two, three, four and into the future, what are they looking at in terms of financial implications for the City.

Mr. Johnson explained the City did apply for another Green Corps Member to serve this next round and he felt pretty good about that. He thought by having the Green Corp Member for hopefully another year and then potentially with overlay, that sets them into a nice position to get this going and will also help with other things. Long term, he would have to defer that to Mr. Culver.

Mr. Culver indicated nothing they are talking about commits them to anything long term. The joint powers agreement can be terminated on a short notice with Hennepin County. Staff will incorporate the \$11,000 or so for the 2022 expenses and then it will be a year-to-year decision. At some point, the City does need to start making some investments into these programs towards sustainability. Whether that is a staff member or partnerships with other agencies, is something to look at. There will be some financial resources required in order to maintain and get the sustainability efforts going.

Councilmember Strahan asked what staff needed from the Council.

Mr. Ristow thought they could use all of the resources possible and any help to get businesses involved would be appreciated.

Mr. Culver indicated staff recognizes that they need to work more to promote this program and make the businesses aware of this. Staff will be working with the Community Development Department as well to help out. He hoped to make a presentation to the business council and community.

### **Public Comment**

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

Etten moved, Willmus seconded, approving the Joint Powers Agreement for Energy Benchmarking Services and authorize the Mayor and City Manager to execute the agreement.

### **Council Discussion**

Councilmember Etten appreciated staff's and Mr. Ristow's work on this and thought this was a logical step. He appreciated working with Hennepin County with a system in place so the City is not reinventing the wheel.

Councilmember Willmus thanked staff and Mr. Ristow for all the work that was done on this. He thought as this moves forward in subsequent years, it will be something the City will need to start planning for.

**Roll Call**

**Ayes:** Willmus, Strahan, Etten, Groff and Roe.

**Nays:** None

**c. Discuss 2021-2022 Policy Priority Plan**

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 26, 2021.

Mayor Roe indicated he has actually kind of worked back towards these things that they have identified in broad category form and still seem to be, while ongoing, not quite to the point of being automatic and embedded in what the City does. He thought the City is still transitioning from not having anything in some of these areas to having something and not quite completely done. His overall thought is that a lot of these areas still remain and maybe some adjustments are done as to what the next several months or even a year focus might be. He noted that under Economic Development, certainly there are properties yet to be developed in Twin Lakes along with some other properties in the City. Maybe they need to focus over the next few years to make sure they are doing everything they can as a City organization to assure those properties basically wrap up work in Twin Lakes. With City-wide economic development, he thought a big thing that could be focused on over the next several months is how to deal with the local businesses recovering from the impacts of COVID-19 and are there programs through the Recovery Act Funding which the City needs to be looking at to make sure the City is helping the businesses get off on the right foot as they recover from COVID.

Mayor Roe thought a lot of great things were progressing on the Rice and Larpen-teur Alliance and maybe there are some things in that area where the City can focus. Under Inclusive Community Governance, certainly the Strategic Racial Equity Plan (SREAP) and that work is the key thing for the next year or so. He thought the City needed to look at figuring out a process to get to a visioning effort in 2022. Under Public Improvements, he thought the City wanted to highlight and focus on pedestrian crossing and safety. There may be particular projects or undertakings in the next year that the City does, which may not be on the list yet but should focus on. Likewise, with stormwater, he thought the City continued to have issues, especially around Fairview and Hwy 36, where there needed to be continued work on the stormwater and some other hot spots in the community. He indicated there is still

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the issue of transit, which is something the community needs to see some improvement from their partners in transit and the City needs to keep that as a high focus. Housing of all types and needs will still need City focus as well moving forward. Under Environmental Sustainability, he thought the City identified the Partners in Energy (PIE) as mentioned earlier. He noted there were still some things that needed to be done as well as some things that needed to be added.

Mayor Roe explained his point of view that while the City can check off some specific work that has been done and some specific tasks in the last year, these categories seem to make a lot of sense and a lot of these areas continue to be ones the City should focus on.

Councilmember Groff agreed with many things said by Mayor Roe. Going through the materials in the packet, the Imagine Roseville 2025 document has some really good information. He was kind of amazed at how timeless that document has been and was impressed that it is still pretty valid today with a few little changes needed. The two things that stood out to him are the Environmental Sustainability issues that needed to be emphasized a little more than what the City has been doing. He is hearing the public has more interest in that. He would also agree with City Manager Trudgeon about Diversity, Equity, and Inclusion (DEI) because that is the basis where the City needs to work this year.

Councilmember Willmus agreed with Councilmember Groff and Mayor Roe. He thought Mr. Trudgeon was right with the DEI being foundational. When they look back at where they have been over the last twelve months and where they are going, when they have issues that are related to economic development, issues related to housing, he thought there are many things on this list that are going to require a focus that they maybe did not have over the last year. The City is at a very critical time for some of these things. He thought the City needed to work with the DEI but he did not want to solely focus on that at the expense of other areas. He thought the City was going to have to figure out a way to manage both, it is going to be challenging, but it is a critical point in time. When they look at Rice and Larpenteur, he thought they were at a very critical point in time and where they go forward from here will set them up for the next several decades. He indicated the same thing with Twin Lakes. He did not know if those are necessarily things that the City sets aside. He did not think the City should set aside continuing conversations about connectivity or environmental considerations or public improvement issues related to stormwater, so it will be a little bit of a balancing act.

Councilmember Strahan agreed with everything that has been shared. She felt like, unfortunately, it is all of the above and nothing is ready for autopilot. There are tweaks and things that need to happen. She also very much supported Councilmembers Willmus and Groff in making sure the DEI is front and center of what is being done. She noted the City has Mr. Brooks now and needs to utilize him. She thought they needed to get very specific, well thought out plans to what the

future visioning is. There have been indications from the community in a lot of different ways that people are ready to be part of a vision, so she thought the City needed to have serious intentional conversations on what that looks like, so they feel involved and validated and that what they say matters in the long term.

Councilmember Etten agreed with the comments of the Councilmembers that have spoken about not losing sight of these items and agreed the City needed to continue working on some of the same pieces. He would look for not having a bunch of new big, major endeavors outside of DEI work.

Councilmember Strahan thought there were some on-going requests in the Imagine Roseville document, page 69 of the Council packet, and those things should be considered as well due to continued requests.

Mr. Trudgeon stated this discussion has been very helpful. He stated he is hearing that the Council wants to keep the five strategic priorities on the list, keep quite a lot of the bulleted items, and add a few others including the DEI work. He thought it was all doable and attainable and stated that given Council input, staff will fill the bullet points out, change a few things, and bring it back to the Council.

**d. Receive Report on City Manager Performance Evaluation**

Mayor Roe briefly reviewed the process for evaluating the City Manager. He summarized the review was very positive. This was a 360 degree review with a series of questions asked along with past direct reports and feedback from Department Heads. He stated there were a lot of high marks for collaborative leadership style and some areas of improvement were identified with opportunities to do better.

Mayor Roe explained one of the things that was noted is Mr. Trudgeon has a five-year contract and the contract is up in 2022. There was discussion about extending the contract and going forward. This will be one of the ongoing things with the sub-committee being involved. He noted the City Manager has reached his highest step level in terms of salary under the City system and there is nothing in place in terms of increasing the salary other than COLA's that he is contractually provided for. He thanked Mr. Trudgeon for the excellent job he has done and looks forward to a longer-term relationship with him going forward.

The City Council concurred.

**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 April 12, 2021 EDA and City Council Meeting Minutes**



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Groff moved, Etten seconded, approval of the April 12, 2021 EDA and City Council Meeting Minutes as presented.

**Roll Call**

**Ayes:** Willmus, Strahan, Etten, 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 26, 2021 and related attachments.

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

**Roll Call**

**Ayes:** Willmus, Strahan, Etten, Groff and Roe.

**Nays:** None.

**a. Approve Payments**

ACH Payments	\$218,203.92
99612-99720	187,574.79
<b>TOTAL</b>	<b>\$405,778.71</b>

**b. Approve Business Licenses**

**c. Receive City Grant Applications Update**

**d. Approval of City Manager Goals for 2021-22**

**e. Receive Monthly Equity Report**

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

City Manager Trudgeon reviewed with the City Council the May 3, 2021 City Council, May 10, 2021 EDA and City Council and May 17, 2021 City Council agendas.

Mayor Roe asked if the Council wanted to have the Finance Commission look at the EDA loan programs.

Councilmember Willmus indicated he would like the Finance Commission to review them if possible and postpone the EDA decision for a month unless EDA staff feels there is going to be some issues that arise or there is something going on that a delay may cause. He would be interested in seeing the Finance Commission's thoughts.

Mr. Trudgeon indicated he will check with the EDA staff. He asked what the Council wanted to Finance Commission to focus on.

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Mayor Roe thought it was more on the funding, how it works with the City's fund balances, and the financial aspect of it more than the qualifications and policy side of it.

Councilmember Strahan concurred with Mayor Roe and stated that is what she had in mind during the previous discussion.

Councilmember Groff indicated on Visit Roseville, they are seeing a slight increase in hotel and reservations as well as doing promotions at restaurants to get more business. On NYFS, they are doing a review of assets and other things.

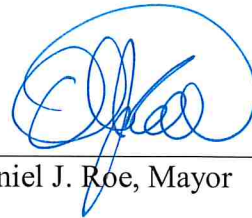
**11. Adjourn**

Willmus moved, Strahan seconded, adjournment of the meeting at approximately 8:03 p.m.

**Roll Call**

**Ayes:** Willmus, Strahan, Etten, Groff and Roe.

**Nays:** None.



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Daniel J. Roe, Mayor

ATTEST:

  
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Patrick J. Trudgeon, City Manager