



**Regular City Council Meeting Minutes**  
**City Hall Council Chambers, 2660 Civic Center Drive**  
**Monday, April 27, 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 6:39 p.m. Voting and Seating Order: Laliberte, Etten, Willmus, Groff and Roe. City Manager Patrick Trudgeon and City Attorney Mark Gaughan were also present.

**2. Pledge of Allegiance**

**3. Approve Agenda**

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

**Roll Call**

**Ayes:** Laliberte, Etten, Willmus, 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 Dave Brosnahan and City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 27, 2020 and gave presentations to the Council.

Councilmember Laliberte asked if the committee that is working on the Rosefest Parade going to give the Council some recommendations with regard to that.

Mr. Trudgeon explained the Parks and Recreation staff have been thinking a lot about that and believe a decision will need to be made by the second week in May.

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

Mayor Roe thanked everyone who participated in the mask drop off at the Fire Station and a great response from the community.

**b. Public Hearing to Consider Adopting a Resolution Providing Host Approval of Tax-Exempt Funds for Presbyterian Homes**

Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request for Council Action and related attachments dated April 27, 2020.

Mayor Roe reviewed public hearing protocol and opened and closed the public hearing at approximately 7:13 p.m. for the purpose of receiving public input on the above-referenced authorization to provide host approval of tax-exempt funds for Presbyterian Homes; with no one indicating a desire to speak for or against.

Willmus moved, Etten seconded, adoption of Resolution No. 11689 entitled, Resolution Giving Host Approval to the Issuance of Senior Housing and Health Care Facilities Revenue Bonds (Langton Shores Project), Series 2020.

**Council Discussion**

Councilmember Willmus thought this item was pretty straightforward and a pass through.

Mayor Roe indicated this does not place any sort of obligation on the City of Roseville or for that matter, the City of Little Canada to pay these bonds back with public funds. This is in fact being funded by a private entity or a private operation that is entirely responsible for repaying the bonds.

**Roll Call**

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

**Nays:** None.

**c. Consider Amending the Operating Fund Reserve Policy Regarding the Cash Reserve Fund**

City Manager Patrick Trudgeon summarized the request as detailed in the Request for Council Action and related attachments dated April 27, 2020.

Councilmember Etten asked how the funds are being tracked as they come in, will the reports that normally happen on April 1<sup>st</sup> list where the funds are coming from, and will it also be tracked once it goes into this special Cash Reserve Fund or will it be in a lump sum?

Mr. Trudgeon explained as the funds go into the Cash Reserve Fund it will be easy to track. He thought it goes into the General Fund as a lump sum, but on the side, staff can still track what has gone into the fund year after year to know how much has been put in. He noted it does get a little dicey as money is spent out of the fund, but he thought that staff could, at any particular time, know what came into it initially.

Mayor Roe explained last year when the sweep was done, the city did not have the policy in place and it was commented at the end of the process that when the funds were swept, the General Fund looked a lot better because this is a subset of the General Fund. He thought the city needs to be careful in how that is looked at in the sense that staff does not want to be double accounting the swept funds as a part of the General Fund balance.

Councilmember Willmus thought Mayor Roe's comments mirrored Councilmember Etten's comments and concerns as the Council and staff have gone through this process. He agreed it makes sense to track where these dollars flow from and it also made sense when various needs are being reviewed to have some sort of accounting where the dollars are pulling into the fund from. He also looked at it from the guise of these are dollars that should be available when the city has issues or shortfalls in certain areas and that is really what his support has been of this. He agreed with those who want to track this a little more closely than has been done. He likes that this forces a more detailed annual analysis of the reserve funds and there is a set date and time with which the city will now be doing that. He thought it was an important component of this.

Willmus moved, Groff seconded, adoption of Resolution No. 11690 entitled, Resolution Amending the Operating Fund Reserve Policy for the City of Roseville.

### **Council Discussion**

Councilmember Willmus thought this had been a fairly long process in getting to where the city is today and there had been some pretty robust conversations about it over quite a length of time, not only with staff but also with the Finance Commission. For him, the accounting side of it and having a more detail is really what this is all about. He was supportive of it and appreciated the effort that had gone into it to get it to where it is at today.

Councilmember Groff echoed those statements and thought the Finance Commission did an incredibly good job of reviewing this issue. He appreciated their discussion and thought this policy helped the city be more financially responsible to the residents. He liked this process and thought it would help the city.

Councilmember Etten noted staff and the Council had to be thoughtful about how the budget is looked at, understand the source of the money, and that it can flow in many directions as needed.

Councilmember Laliberte concurred with a lot of what had been said and appreciated everyone's efforts because this had been talked about for a long time. She thought it put transparency and some flexibility to where the tax dollars are going and what the city can do with those in times of need or shortfall.

Mayor Roe added it is important to emphasize that the only funds swept out of these five funds are funds in excess of the high end of the city policy as to what percentage of the city budget is held in reserve in each of these funds. If there are years where the funds are not in excess in the funds, then those dollars will not get swept out of the funds into the carryforward fund.

**Roll Call**

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

**Nays:** None.

**d. Consider Approval of Special Event License Policy**

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

Councilmember Laliberte asked with Item 7, why does it specifically state, "religious services." She wondered if someone could say it is not a service and not do it. She asked whether staff thought events were covered elsewhere.

Mr. Trudgeon stated it came from the exemption where staff did not want to require a special event for any indoor use of an established and permanent place of worship or some other place of assembly. But the conversation was what happens if a place of worship does want to have an outside service, which seems to happen in a few places throughout the year so this language covers that.

Councilmember Laliberte noted in the upper area where it is included as exempt, the word "events" is used and the language does not say worship services, it only says "established and permanent place of worship." She also referenced the outdoor language and wondered if it should include "services, events, celebrations..." because "services" is going to be very narrow.

Mr. Trudgeon explained if this was a non-service event, such as a parish festival or other celebration, it would be covered under the general special events definition. So, if a place of worship was going to have an event, then it would need to get a permit that would fall into the general definition. He thought there was some concern that the city did not directly deal with outdoor worship services and that is the reason it was put in there.

Councilmember Etten agreed with the comments by Councilmember Laliberte and wondered why this was called out. He thought if the city was trying to include religious services or religious events, it should be included in the general definition in the top. He stated this seems like a very pointed piece targeting religious services and worship services and could be included in the general definition unless there is a specific reason not to and have a separate item for that.

Mayor Roe tended to agree with that as he was seeing the policy again and reviewing the conversation. He thought item 7 could be deleted altogether as long as worship activity is included as a special event and it includes the issue of amplified sound basically and it is outdoors.

Mr. Trudgeon indicated staff did not have any objection and could move that up to number 2, special events, under the general definition.

Councilmember Groff asked how the city is going to get this word out to the public and especially to people who may have had complaints against them in the last two to three years, as far as events and amplification that was used.

Mr. Trudgeon stated the city will need to do the notification by several methods. For ones where the city has knowledge, staff will reach out directly to them along with highlights in the newsletter and it will probably be a learning process as things pop up.

Etten moved, Willmus seconded, adoption of Resolution No. 11691 entitled, Resolution Creating a Special Events Policy, as amended.

### **Council Discussion**

Councilmember Etten appreciated the many changes made over many discussions.

Mayor Roe stated this is good to have in place, when needed.

### **Roll Call**

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

**Nays:** None

### **8. Approve Minutes**

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

#### **a. Approve April 13, 2020 City Council Meeting Minutes**

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Etten moved, Willmus seconded, approval of the April 13, 2020 City Council Meeting Minutes as presented.

**Roll Call**

**Ayes:** Laliberte, Etten, Willmus, 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 27, 2020 and related attachments.

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

**Roll Call**

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

**Nays:** None.

**a. Approve Payments**

ACH Payments	\$1,130,857.79
96028-96306	2,287,419.02
<b>TOTAL</b>	<b>\$3,418,276.81</b>

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

**c. Approve Resolution Awarding Contract for 2020 Drainage Improvement Project**

**d. Authorizing the Mayor and City Manager to Enter into a Memorandum of Understanding with Collective Bargaining Units for Emergency Pandemic Leave in Response to COVID-19**

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

City Manager Trudgeon reviewed the agendas for the May 4, 2020 Council meeting, May 11, 2020 EDA and Council Work Session, and the May 18, 2020 Council meeting.

Councilmember Laliberte explained that Tara Jebens-Singh has officially transitioned and started at Northeast Youth & Family Services as the executive director. Also, at the luncheon on May 6, 2020, there will be recognition of Jerry Hromatka's service.

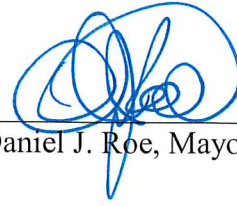
**11. Adjourn**

Willmus moved, Laliberte seconded, adjournment of the meeting at approximately 7:59 p.m.

**Roll Call**

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

**Nays:** None.



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Daniel J. Roe, Mayor

ATTEST:



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Patrick J. Trudgeon, City Manager