



Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, September 25, 2023

1. Roll Call

Mayor Roe called the meeting to order at approximately 6:00 p.m. Voting and Seating Order: Strahan, Etten, Schroeder, Groff, and Roe. City Manager Patrick Trudgeon and City Attorney Rachel Tierney were also present.

2. Pledge of Allegiance

3. Approve Agenda

Councilmember Etten requested removal of Consent Agenda Item G (Approve Street Name Change Policy) for separate consideration.

Schroeder moved, Groff seconded, approval of the agenda as amended.

Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None.

4. Public Comment

Mayor Roe called for public comment by members of the audience on any non-agenda items.

Mr. Art Eguia, Stillwater, explained he has been in conversations with Senior Planner Bryan Lloyd regarding sober housing. He understands this was brought up either last month or the month before. The last email he got from Mr. Lloyd was August 29th so that the September 25th meeting would be the target for the adoption of the Ordinance. When he got to the meeting that was not the case, and he wanted to refresh that part of the conversation. He sent extra documents to Mr. Lloyd and currently runs four sober houses, which are very much needed in the community. They are looking at purchasing a house in Roseville to turn it into a sober house so he wanted to make sure that this gets on the next agenda. He explained the City Council is aware the ADA and FHA protect the sober community class people who are suffering from addiction and it is a covered class in the ADA and FHA so technically, they do not need to ask for a license for a sober home. He wanted to make sure that it is looked at ahead of time because a lot of cities usually want them to pull a rental permit, but it is not rent. He would prefer to come into the City of Roseville doing things the right way and if it is required to fill out a permit, he would be happy to do it. The other way to do it is to buy a house and start putting people in there for sobriety, which is not the way he would like to proceed on something like this. He noted Mr. Lloyd has been very supportive and helpful to him.

Mayor Roe noted for the benefit of Mr. Eguia and the public that the City Council will be considering an ordinance to add what is known as "reasonable accommodation" to the City's code to allow for staff approval of such things as sober homes, with appeal of staff decisions to the Council. So the City is not considering whether to approve a specific sober home, or sober homes in general, but rather to create a process for them to be administratively approved in compliance with Federal and State statutory requirements.

Mr. Trudgeon noted that the Reasonable Accommodation ordinance is planned for the October 23 agenda.

5. Recognitions, Donations, and Communications

a. Proclaim October 9, 2023 Indigenous People's Day

Mayor Roe read the Indigenous People's Day Proclamation.

Etten moved, Groff seconded, proclaiming October 9, 2023 Indigenous People's Day.

Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None.

b. Fire Department Life-Saving Award

Mayor Roe introduced Fire Chief David Brosnahan who updated the City Council on the Fire Department life-saving incident on August 27th. He recognized the fire fighters involved in the life-saving incident.

Roseville Fire Fighter Dave Doucot and Fire Fighter Paramedic Brian Smith and Zack Rickman, Fire Fighter EMT Jerod Henderson, Fire Fighter Fire Inspector Chris DuBay, Lieutenant Paramedic Cody Thornberg, Maplewood Fire Department Captain TJ DaBruzzi, Fire Fighter Paramedic Tanner Cook, Fire Fighter Paramedic Eric Zappa, Fire Fighter EMT Nathan Beitler, and Fire Fighter EMT Ryan Hang were presented with the Fire Department Life-Saving Award by Mayor Roe and Fire Chief Brosnahan.

Mayor Roe thanked all of the fire fighters for their life saving efforts and was glad the child survived the incident.

6. Items Removed from Consent Agenda

a. Approve Street Name Change Policy

At the request of Mayor Roe, City Manager Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated September 25, 2023.

Councilmember Etten indicated he asked for this to be moved up from the consent agenda because in the Council's discussion this summer with PWETC, he had

brought up and others concurred at some level, that the City might consider making this a two-step process. The first step process could be to determine if fifty percent or greater of the residents in the neighborhood agree to change the name and then there could be a separate clear process for changing the name. He explained this does provide some direction for what part of the naming convention can be. He felt similar to what the City did recently with the park renaming is as a community asset so it should be thoughtful in how the street name is created or changed. That may be too much, but he did appreciate the changes to the first page on the public notice specifying who would get the notification about the name change.

Mayor Roe remembered that the Council discussed this as being a two-step process, but it did not appear that way in the minutes, so he was not one hundred percent sure where the Council stood. He thought this was a great time to have further discussion about that.

Councilmember Groff wondered what the two-step process would be.

Mayor Roe indicated it would start out with a petition from the neighborhood wanting to change the name and the second step would be the input process to develop what the changed name would be.

Councilmember Etten indicated that was correct. He reviewed what the petition form would look like with possible changes to it. He thought the people who would be affected by a street name change, the people who lived on the street, should be the primary people on the petition.

Mayor Roe thought there would be a process as laid out in the information in the packet.

Councilmember Strahan requested elaboration on what Process A would mean.

Public Works Director Jesse Freihammer explained in the beginning that was just a suggestion, but the PWET Commission did recommend that it be made a requirement. Their thought was to get the emphasis to the next details, A-F. Staff did not think that most roads in Roseville would qualify based on the County's grid system. The only opportunities, he thought, would be former County roads that are still called county roads but most of the system is on a grid and could not be changed.

Councilmember Strahan indicated with that in mind, she wondered if it would be possible to add that into part A in the process. Maybe it could be a flow chart that would show the qualification steps.

Mayor Roe suggested language such as “contact the City Engineer to discuss the requirements of the process” could be added to the end of the line, or something similar.

Councilmember Strahan thought adding what the considerations are would be helpful for people to know.

Councilmember Etten appreciated that the PWETC asked for A and B to be where it is. He stated, for him, it is to discuss the entire process, not just whether the residents can change the name based on section B but also there are several more steps to make sure people are thoroughly understanding this is not a casual activity. It is a fairly rigorous process with several steps. He was not sure he would need to change section A but would be open to little changes.

Mayor Roe asked Councilmember Etten if the proposed changes in the draft policy in the packet get to his concern about having that more involved process to develop the name or does staff need to enhance the policy further to include it.

Councilmember Etten explained it does not and the additional language that has shown up today in section D, means the public notice piece is much better fleshed out here. He appreciated the specificity of the distance and the timing for notification process. What he would be doing is cutting off after the petition and then the City would start going through almost part way through Process B, what can be named, have the community put in name options, and then have this public notice. He understood this will take a long time and people may not be interested in that.

Mayor Roe thought the challenge may become if the City has a cul-de-sac with a unique name that is not shared with other streets and there are five homes on it, then would the City need to notice people within a thousand feet of it. The other question would be does there need to be a process involving a lot of people that do not live on the street either.

Councilmember Etten noted they would get removed by other items in Process B. What he does not want this to be, is a few people getting together and creating a new name.

Mayor Roe thought maybe there could be some kind of parameter around the number of impacted properties as to whether or not it is as complex of a process or can a generic process be outlined that covers both situations like a previous County road rename.

Councilmember Strahan stated the City should have a policy because there are times when more information is known, maybe the City does not have a lot of streets that are named in honor of someone but if there is more information found

out about someone who previously had a street or lake or parkway named after them, and it becomes apparent that it not longer fulfills their diversity, inclusion and equity goals as a City. She thought it is important to have an opportunity and a pattern by which people can approach this and go forward.

Mayor Roe suggested instead of trying to develop a process at this meeting, it might make sense to refer this either to staff or the PWETC again for further thought on what a process would look like and how it can be incorporated into the policy.

The Council concurred.

Mr. Freihammer explained the concern the PWETC had was how to determine on coming up with names. Would the Commission vote to change the name on a road that has a name unlike being a new park. One of the nice things is the residents know what they are asking for and can petition for a name change but what if the name goes to something the residents do not want would the City then go backwards and the same thing with the County, if the City comes up with a name and it goes to the County and the County does not agree on the name change then the City would have to go backwards. He thought it might be a little circular loop. The City and Commission can do that, but it might be a little complex. He did not think this would come up often and may not be a big deal, but it is a little different process than the park because there is a name and certain residents are directly affected by it.

Mayor Roe noted there could be a process that works directly with the public to try to develop a name that has some consensus and check it with the County before the time for adoption to change it. He thought some of that could happen before it gets to a final approval phase.

Mr. Freihammer indicated staff can create C after B with an engagement process and then mimic that similar with what Parks does with the park engagement. He indicated staff can figure some language out to make it work with dealing with the County.

Councilmember Etten suggested staff think it through and see what the PWETC says and bring it back to the Council with the information received.

Councilmember Schroeder thought the people on the street should have a say in the naming of the street they live on. She also liked letting the public know about it. In a way, she would almost say that if someone is more than one thousand feet away from the street, the public would almost have veto power versus coming in and saying the street should be called something else. She would be cautious about the City opening it up for the whole public to be able to name the street.

Councilmember Etten explained who gets to vote on this in the end because it affects multiple addresses.

Mayor Roe thought the votes should go in line with who would be eligible to sign the petition.

The Council concurred.

Mr. Trudgeon indicated there really is not a place for the residents to vote; the City Council would be voting on the name for the street, and it is initiated by the petition.

Councilmember Strahan explained a couple things come to mind, the first being that the particular part of County Road B may include a large apartment building so she wondered who have the input, the owner of the building or the tenants. Also, would there need to be fifty-one percent of the people that reside there and then other locations could include businesses and those owners may or may not reside within Roseville so she wondered about their access and interest. She thought there were a lot of questions, and this could have problems unless there is more specific information.

Mayor Roe explained the petition, right now, is set up for property owners, which is pretty typical in a process in terms of who can suggest names and be involved in the process. He thought staff had enough information to work out a process and bring it back to the Council for consideration.

7. Business Items

a. Adopt a Preliminary 2024 Tax Levy and Budget

City Manager Patrick Trudgeon and Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request for Council Action and related attachments dated September 25, 2023.

Councilmember Etten noted that he had several questions and appreciated the follow-through and information that was provided to him by staff.

Councilmember Schroeder thanked staff as well because she had quite a few questions going back and forth and appreciated everyone getting back to her in a timely manner. She indicated there is a lot of detail and knew there will be additional questions still coming.

Public Comment

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

Etten moved, Strahan seconded, adoption of Resolution No.12020 entitled, "Resolution Adopting the Preliminary 2024 Annual Budget for the City of Roseville."

Council Discussion

Councilmember Etten felt like the City was a little bit in limbo here but have already made some progress. He was comfortable with the proposed budget for now.

Councilmember Schroder indicated it was difficult because the Council does not have all of the information on this, she was a bit uncomfortable with the percent of how much this is going up so she was confident that staff can find a way to make this a smaller number.

Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None.

Strahan moved, Groff seconded, adoption of Resolution No. 12018 entitled, "Resolution Submitting the Preliminary Property Tax Levy on Real Estate to the Ramsey County Auditor for the Fiscal Year of 2024."

Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None.

Groff moved, Schroeder seconded, adoption of Resolution No. 12019 entitled, "Resolution Directing the County Auditor to Adjust the Approved Tax Levy for 2024 Bonded Debt."

Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None.

Strahan moved, Etten seconded, adoption of Resolution No. 12021 entitled, "Resolution Approving a Special Property Tax Levy, for the Benefit of the Roseville Economic Development Authority, on Real Estate to the Ramsey County Auditor for the Fiscal Year of 2024."

Council Discussion

Councilmember Schroeder explained since the Council talked about it last time and it came to light how large the fund balance is for the EDA, over \$450,000, and the budget is also very healthy, she would expect that the City could lower this one

because of the amount of cash that is already in there. She thought this was one area that could have a reduction in the levy.

Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None.

b. Consider Approval of Ordinance Amending Chapter 507 to Update References to Marijuana and Establishing Chapter 513 to Prohibit Smoking and Vaping at Specified City Properties

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated September 25, 2023.

Public Comment

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

Etten moved, Schroeder seconded, enactment of Ordinance No. 1642 entitled, "An Ordinance Amending Title 5, Chapter 507 to Update References to Marijuana, and Establishing Chapter 513 to Prohibit Smoking and Vaping at Specified City Properties."

Council Discussion

Councilmember Etten explained he appreciated the changes that were made, and thought this got after the clearest areas where the City is meeting the State law and ensuring the health of the residents at the same time. He looks forward to further process with engaging the public a little bit more.

Councilmember Schroeder concurred and thought it was a good idea that the City got something in place. She stated this was a good start knowing that the Council and staff will have continued conversations moving forward.

Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None

Schroeder moved, Strahan seconded, enactment of Ordinance No. 1643 entitled, "Approving Publication of an Ordinance Summary of the Amendment to Title 5, Chapter 507 to Update References to Marijuana, and Establishing Chapter 513 to Prohibit Smoking and Vaping in Public Places".

Roll Call (Super Majority Required)

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None

8. Council Direction on Councilmember Initiated Agenda Items

9. 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 September 11, 2023 City Council Meeting Minutes

Schroder moved, Etten seconded, approval of the September 11, 2023 City Council Meeting Minutes as amended.

Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None.

10. 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 25, 2023 and related attachments.

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

Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None.

a. Approve Payments

ACH Payments	\$917,748.12
107637-107751	224,840.35
TOTAL	\$1,142,588.47

b. Approve 1 Temporary Liquor License, 1 Tetrahydrocannabinol License, and 1 Massage Therapy Establishment License

c. Accept Public Improvements Related to the Lexington Plaza Project Agreement. Resolution 12022

d. Approve Quote for 2023 Sewer Televising

e. Approve Construction Cooperation Agreement with Arden Hills for Hamline Avenue Watermain

f. Accept Public Improvements Related to the Midland Legacy Estate Public Improvement Contract. Resolution No. 12023

g. The item was removed for separate consideration

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

City Manager Patrick Trudgeon reviewed the October 9, 2023 City Council meeting, October 16, 2023 City Council Worksession meeting and the October 23, 2023 City Council meeting.

Mayer Roe indicated the City or Roseville is losing a long-time and very valuable associate; Mr. Pat Cook is leaving NineNorth to go to another job in that industry at another local media entity in the Twin Cities. He stated the City appreciates everything that Pat has done for the City of Roseville.

12. Adjourn

Schroeder moved, Etten seconded, adjournment of the meeting at approximately 7:09 p.m.

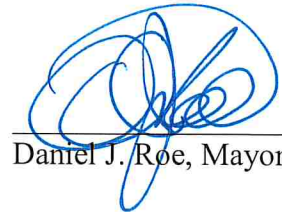
Roll Call

Ayes: Strahan, Etten, Schroeder, Groff, and Roe.

Nays: None.

ATTEST:


Patrick J. Trudgeon, City Manager


Daniel J. Roe, Mayor

ROSEVILLE
STREET NAME CHANGE POLICY

Draft v1.32 ~~September~~ September 2023

PURPOSE: This policy dictates the process for which residents may request a change of name to a street under city jurisdiction, to be considered by the City Council.

BACKGROUND:

Minnesota Statute § 440.11 "Street Name Change; Ordinance" allows cities to make a street name change provided that it is approved by ordinance and then recorded in the office of the county recorder.

440.11 STREET NAME CHANGE; ORDINANCE.

The council of each home rule charter city of the second, third, or fourth class may by ordinance change the name of and rename any of the streets, lanes, avenues, public highways, parks, and public grounds of the city. Immediately after publication, the ordinance shall be recorded in the office of the county recorder of the county in which the city is located.

Although not required by statute, a petition is useful to gauge property owner interest in a street name change, as both benefits and inconveniences associated with an address change will be borne by the property owners. Property owners may consider/consult their tenants.

PROCESS:

A. Contact City Engineer

A member of the public requesting a name change must contact the City Engineer to discuss the process.

B. Resident Petition

Requestor must submit a petition to the City Engineer for consideration. The petition must include the new name requested and have signatures from more than 50% of property owners on the street, whose address includes the proposed road name change. Upon request, the City will provide a list of addresses. A sample petition form is included in Appendix A.

The new street name:

- a) should be changed only if there will be a public benefit that clearly outweighs the public confusion and cost that would be created by the name change.
- b) shall not be longer than can be put on a standard sign or 30 characters, whichever is less.
- c) should not create confusion or delay to standard or emergency services response.
- d) should not uniquely identify a particular product, service, tenant, business or living person.
- e) could be named after natural habitat (vegetation, terrain, animals, etc.), geographic location (park names, water body names, directions, etc.), or appropriate non-descript terminology (joining of two words, names, or activities, etc).
- f) should meet naming requirement of other concerned local governments.

CB. City Review of Request

The City Engineer shall confer with other concerned local governments, including Ramsey County, to verify that the new street name meets naming requirements.

The City will coordinate with Ramsey County, MnDOT, and adjacent municipalities, as needed, to estimate the cost for signage changes.

D. Public Notice

The City would publish in the city's legal paper the proposed name change. All property owners within 1000 feet of the road with the proposed name change would be notified by mail at least 30 days prior to the City Council meeting. It would include specific notice to directly affected properties that their address would change.

EC. Council Consideration

The Council will consider an ordinance to approve the name change. ~~An ordinance change requires public notice/comment — in this case, it would include specific notice to affected properties.~~ If approved, the ordinance will be sent to the County Recorder.

PETITION FOR STREET NAME CHANGE FORM

Signature below affirms we request changing the name of our street:

_____, from _____ to _____
[current street name] [intersecting street] [intersecting street]

to the new name: _____.
[new name requested]

The petitioners ask the City of Roseville to review this request and put it before the City Council for consideration at an upcoming Council meeting.

	Name	Address	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			