



Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, December 4, 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

Schroeder moved, Strahan seconded, approval of the agenda as presented.

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. No one came forward.

5. Recognitions, Donations, and Communications

6. Items Removed from Consent Agenda

7. Business Items

a. Adopt Final 2024 Budget, CIP, and Tax Levy

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated December 4, 2023.

Groff moved, Strahan seconded, adoption of Resolution No. 12041 entitled, "Resolution Adopting the Final 2024 Annual Budget and 2024 Capital Improvement Plan for the City of Roseville."

Council Discussion

Councilmember Groff indicated the Council has been discussing this for months and staff has cut where possible, so he is comfortable with the budget as proposed.

Councilmember Strahan concurred.

Councilmember Schroeder indicated originally, she was unhappy with the percentage of this increase. When she looks at where the increase is, which is the compensation area, it is vital for the City to be able to have good employees, pay them well, and retain them, so that is not an area where cuts can be made which makes her okay with where this ended up.

Councilmember Etten concurred with those comments and felt this was an important investment for the City staff, noting it is pretty expensive and at the same time the City has good staff and the way to retain that staff, is to treat them in the right way. He hopes people understand.

Mayor Roe agreed and noted because the City provides services to people in the community, which is done through people, the largest percentage of the City budget by far is the people. The City needs to make those proper investments to keep the staff that are good and to attract people for the future as well. He was supportive of these changes and thought in order to do any substantial reduction to what is being proposed, the Council would have to talk about reductions in levels of service and personnel associated with that. He was not sure that was what the community was looking for at this point.

Councilmember Strahan indicated she knows a lot of people in other cities are experiencing significant cuts in services and she appreciates the thoughtful use of the funds, and that the City continues to have the high level of services available.

Public Comment

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

Roll Call

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

Nays: None.

Schroeder moved, Etten seconded, adoption of Resolution No. 12039 entitled, "Resolution Submitting the Final Property Tax Levy on Real Estate to the Ramsey County Auditor for the Fiscal Year of 2024."

Mayor Roe noted in regard to the tax levy specifically, as was noted, the increase on the levy is just under nine percent and interesting to note in Council discussions, that the dollar impact on the median single-family home as a result of this levy increase is actually a smaller dollar impact for 2024 than the impact of a smaller percent increase to the levy last year.

Roll Call

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

Nays: None.

Etten moved, Groff seconded, adoption of Resolution No. 12040 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. 12402 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."

Roll Call

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

Nays: None.

Mr. Trudgeon thanked the City Council for their support with the 2024 budget, especially the compensation portion. He indicated it speaks volumes to the support that the Council has for the organization, the community, and the employees. He noted he has had many employees thanking him, so he wanted to bring forward the thanks to the City Council.

Mayor Roe appreciated the thanks on behalf of the City Council but certainly it was a team effort by City leadership and a lot of work behind the scenes by staff as far as updating job descriptions and work requirements and things like that.

b. Adopt the 2024 Utility Rates

Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request for Council Action and related attachments dated December 4, 2023.

Councilmember Schroeder indicated she appreciated all the time staff took to look at this so the City could actually have a couple of fees not going up. She appreciated all of the work Ms. Pietrick did to look at that and make a decision that it could be done in a healthy way and does not put the City in any financial bind, but it gives the residents a little bit of a break this time.

Public Comment

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

Schroeder moved, Groff seconded, adoption of Resolution No. 12043 entitled, "Resolution establishing the 2024 Utility Rates."

Roll Call

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

Nays: None

c. Consider an Ordinance Amending Chapter 314.05 Adopting the 2024 Fee Schedule

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated December 4, 2023.

Public Comment

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

Strahan moved, Etten seconded, enactment of Ordinance No. 1650 entitled, "An Ordinance Amending Chapter 314.05, Fee Schedule, Adopting the 2024 Fee Schedule."

Roll Call

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

Nays: None

Groff moved, Schroeder seconded, enactment of Ordinance Summary No. 1651 entitled, "An Ordinance Summary Amending Chapter 314.05, Fee Schedule: Adopting the 2024 Fee Schedule."

Roll Call (Super Majority Required)

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

Nays: None

d. Consider Proclamations for 2024

Assistant City Manager Rebecca Olson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated December 4, 2023.

HRIEC Commissioner Elliot Francke was also at the meeting to present the proposed proclamations for 2024.

Councilmember Etten expressed appreciation to the HRIEC for their work on this, and commented that the current Native American recognition display is wonderful. One of the things he thought the Council talked about many years ago was that there is a small number of people beyond staff that sees these displays. He asked what the City could do to have some sort of recognition of big things like this on

display at the OVAL, the skating center, where there are literally thousands of people coming and going every day. He asked if there is a way to amplify the message and the importance of these items. He thought this was something to consider, a way and place to use the huge level of traffic there to increase the impact.

Commissioner Francke indicated the same concern is shared by the entire Commission and they appreciate any opportunities afforded to them to address and engage with the public as these proclamations come up. Councilmember Etten's suggestion is very helpful and appreciated. He noted the Commission plans on looking at additional ways to reach the public other than those shared. He indicated the Commission is actually restructuring its goals and last month, Ms. Olson helped the Commission with an exercise in that regard.

Councilmember Strahan noted that unfortunately, in society, there have been repeated times when the City had to acknowledge hate crimes against different organizations. She knew there were different acknowledgements throughout the year from various organizations so maybe rather than trying to delineate one group or another, because it has seemed to be equal where some group has been not great to other people. She thought it might be good for the City to see that as a whole and acknowledge that at some point throughout the year.

Commissioner Francke thought the Commission would welcome that input and it would be a very spirited discussion. He thought the main issue of course would be how to keep it non-specific so it could involve all such potential issues without at any time seeming to take a particular side. He stated unless the Council wishes to do so and the Council is absolutely welcome to direct the Commission to bring this up even this year at some point.

Councilmember Strahan indicated she did not want to speak for everyone, but she did think hate speech is generally hate speech so if it is considered a racially or ethnically motivated crime, that is usually fairly specific on how that works.

Commissioner Francke thought the Commission might need further direction in order to not overstep their bounds.

e. Authorize Professional Services Agreement with Stantec Consulting Services, Inc. for Natural Resources Planning

Parks and Recreation Director Matthew Johnson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated December 4, 2023.

Councilmember Etten asked how the evaluation process will work and who is going to do that work.

Mr. Johnson explained Stantec is a large company and has an ecological staff and there will be folks that have not been involved previously who will come to collect the data, along with experienced staff.

Councilmember Etten asked Mr. Johnson to talk about the volunteer piece.

Mr. Johnson explained with this being a planning document the staff does not know with certainty where it will land but he thought it really speaks to the idea, originally the renewal program laid out a very thorough volunteer structure.

Councilmember Schroeder thanked Mr. Johnson for the presentation. She indicated she is familiar with this project with being on the Finance Commission previously and there were many conversations about this because of the budget side of it. She explained the City has invested a lot of resources into this and she thought it was important to understand that this is an ongoing project, the City has to reinvest in this, and she was supportive of this project.

Councilmember Groff asked for clarification on the technical advisory team section.

Mr. Johnson reviewed the technical advisory team associated with the project. He explained this would be a technical leadership group as the city acquires the maps, can look at it, figure out future project lists, and eventually build out the volunteer structure.

Public Comment

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

Schroeder moved, Etten seconded, authorizing the Mayor and City Manager to sign the enclosed proposal from Stantec Consulting Services, Inc. for tasks 1 through 6 of the Proposal for Parks Natural Resources Management Master Plan, at a cost not to exceed \$49,766, pending final legal review.

Council Discussion

Councilmember Schroeder thought this a good way for the City to reinvest back into the city resources.

Councilmember Etten agreed and thought the technical advisory team, as proposed here, is a great balance of the different folks who will be able to put together a very thoughtful plan.

Councilmember Groff thought this is an excellent plan.

Mayor Roe added that the cost of this planning effort is well spent and efficiently used funding. He also appreciated the excellent planning about engagement and keeping volunteers central to this effort, especially because the volunteers are so passionate about the issue and the natural resources in their community. He also thought this plan would help the City put dollars each year towards the capital improvement spreadsheet to estimate costs.

Roll Call

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

Nays: None

f. Discussion Regarding Ordinance Amendments Pertaining to Short Term Rental Licensing

Community Development Director Janice Gundlach briefly highlighted this item as detailed in the Request for Council Action and related attachments dated December 4, 2023.

Building Official David Englund was also at the meeting to answer questions.

Mayor Roe noted the three-hundred-foot and five-hundred-foot distances shown in the packet are arbitrarily chosen and this is not a staff recommendation. It was used for illustrative purposes. He also asked for a map of all the registered single-family rentals that are not short-term rentals but it was not given as a bench handout. Ms. Gundlach put a copy of that requested map on the screen for councilmembers and the public.

Councilmember Strahan asked City Attorney Tierney if an owner of an Airbnb or any of the other rentals are subject to the Minnesota Kari Koskinen background check since they have access to the dwelling of someone else. Councilmember Strahan noted that generally with a short-term rental, the owner has to go through a background check and a multi-family the property manager is supposed to undergo a background check through the BCA and it is rather exhaustive.

City Attorney Tierney explained she had the opportunity to look up the Kari Koskinen background check not that long ago and that applies to longer-term rentals for thirty days or more and she believed it was for multi-family. She knows the Kari Koskinen law exempts a regular hotel and believed it would exempt these short term rentals as well.

Councilmember Schroeder explained she has had a couple different versions of the definition of the seven-day and ten-day consecutive rental and one example was if there was a rental for two days and left vacant for the rest of the period, that was the same as renting it for the whole ten days. Or, does it mean that a person actually has to rent the place for the entire ten-day period.

Ms. Gundlach explained from a staff perspective, actually enforcing the minimum stay requirement, staff looked at it as if there was a minimum ten-day stay requirement there could not be more than three rental contracts in a given month. Staff enforces it that way since the whole idea behind a minimum stay requirement was to limit the number of new and unknown persons in a neighborhood because that was a concern the neighbors had expressed.

Councilmember Etten thought this might be a more practical thing that might address a big concern. He thought the concern of surrounding neighbors was people renting a home for a weekend, throwing a big party, and then leaving afterwards so he was not sure how that could be addressed.

Mayor Roe thought the City code might say something to the effect of no more than one rental contract per that seven-day or ten-day period and possibly also add the minimum stay or minimum unit of purchase is one night or one day. It could be something to the effect where the home cannot be rented for only a few hours for an event.

Councilmember Groff stated a few years ago, he had heard the neighbors' concern about the turnover rate and someone coming in every day or every two days or something like that. He explained party houses also were occurring a lot during COVID and fortunately have moved on a bit, or at least he has not heard as many people complain about that as what happened during that time.

Mayor Roe stated at the time he was toying with the idea that the rentals cannot be used as event centers, but he could not come up with the language for that.

Councilmember Groff thought a lot of the policies for these rentals state that so the owners could lose their ability to advertise them if they have events. He thought the owners are much more careful than they were a few years ago too.

Mayor Roe stated there is no question in the City of Roseville that if a property of any type is having a loud and disruptive party that is affecting the neighbors, there are enforcement mechanisms already in place to deal with it immediately.

Councilmember Strahan indicated her recollection was that the rental was for ten days at a time. Once every ten days there was a new set of people no matter the length of stay by the renters. She thought there was also discussion around the number of unrelated people that could be in the rental house and put into place to try to address the party situation where there were unrelated people staying at the rental house.

Mayor Roe thought the unrelated adults was only in place in the longer-term rental ordinance for properties in the City.

Ms. Gundlach explained the four unrelated adults is just in the definition of family in a single-family in terms of a legal occupancy of a home and is in the City Code, in general, whether it is an owner-occupied single-family home or a rental home for long-term or short-term rental. She noted the license requirement that is posted in the unit specifies that as well as, and a lot of times it is just not the number of people that are in the home, it is the actual stuff that comes along with those people that is obnoxious to the neighborhood.

Mayor Roe indicated there were a number of suggested or proposed ways to do enforcement in the packet. He asked if the Council wanted to go through them and discuss each one. The first is the limitation on the overall number of rental licenses in the City or looking at any kind of distance limitations or spacing more specifically on the lake.

Councilmember Schroeder liked the idea of distance and did know that at this point some of them are closer than what is being seen and if the City did go down that path. She wondered if the rentals already there would be left but moving forward, is what would be enforced. She thought it made sense to do it that way. She had more concerns about people not wanting them in the neighborhood. She thought it made sense to say this is a good balance in the City, but the City would limit how many there are. She also liked the idea of people writing down in a log who is renting the home.

Councilmember Etten indicated he was okay with the spacing limitation, but was not sure what the right distance is. He thought that is the greater concern for most people versus a total number. He would be more in favor of spacing but did not know what that number is. He also was in favor of a licensing log.

Councilmember Strahan explained she would be in concurrence with the spacing item, but she would still be open to having a limit, at this point, so things do not get out of hand and the City could always add to that limit if needed.

Councilmember Groff explained he would be in favor of limiting the number of rentals within a certain area. He has heard concerns about having five rentals in a row in a neighborhood. For him, the smaller circle works, because if they were that far apart it would keep parking and the other issues away.

Mayor Roe thought, moving to the next topic, there seemed to be a consensus of having the notification to the neighbors that there is a rental going in and who to contact as well as the enforcement contact, after the license.

Councilmember Etten explained, returning to the spacing topic, when looking at the distance requirement, he was not sure three hundred feet, unless it is looked at differently, would make everyone as happy as everyone thinks or appease the

concern of the neighbors. He thought the notice requirement along the linear discussion, something around two hundred-fifty, three hundred feet, made sense and if the City is going to do a distance requirement for the next possible one, he would want it to be bigger to better address potential concerns.

Mayor Roe asked if Councilmember Etten would want linear or a circle to inform neighbors.

Councilmember Etten indicated he would want linear.

Mayor Roe asked what about the people immediately behind the proposed rental.

Councilmember Etten indicated that would need to be discussed. He thought each situation was different and places on the lake are going to be different from something else. He explained the linear matters but when there is a property backing onto a property that might be a rental, then the City needs to consider a portion of that street as well.

Mayor Roe explained the City could do the same distance down that street and then also the street along where backyard neighbors are as well. Something to that effect.

Mr. Trudgeon explained a circle is easier to do, is very understandable, and if it gets a few more properties that maybe do not care, there is no fault in that. If the separation distance is kept at five hundred, it provides some additional separation. He thought there were such unique lot shapes and configurations in Roseville that to try to do linear would work in some places but not in others.

Councilmember Groff thought that doing a circle like Mr. Trudgeon described made more sense and would be easier to do.

City Attorney Tierney explained a circle is significantly easier to understand. The Council needs to understand that when writing an ordinance, it needs to be understood by a common person reading it so the more complex it gets, the more difficult it becomes to enforce.

Mayor Roe asked if the City were to go with a circle, which would be appropriate, the three-hundred-foot circle or the five-hundred-foot circle.

Councilmembers Groff and Schroeder felt the five-hundred-foot circle would work.

The consensus of the Council was for a five-hundred-foot circle.

Mayor Roe asked if the Council wanted the notice of a home receiving a license to go to the same size circle.

The consensus of the Council was to have a three-hundred-foot circle for that notification.

Mayor Roe indicated he might be okay with putting an overall limit in the ordinance.

Councilmember Groff thought with these changes it would mitigate that concern as well.

Ms. Gundlach indicated that the rental trend is declining. A few years ago, there were five hundred registered rentals in the City and now there are four hundred.

Councilmember Strahan explained maybe a limit is a trigger for the City to review them holistically at some point. She thought the following should be clarified: who is noticed, how often is the notification, and how is it communicated to possible owners who purchase the home exclusively to rent out.

Mayor Roe thought the minimum notice frequency would be at the time of license renewal.

Councilmember Groff explained when a realtor shows a property to a potential buyer, the realtor is obligated to disclose all that information related to the surrounding neighborhood.

Ms. Gundlach asked if there was an overall cap in the City for rentals.

Councilmember Groff indicated he was not in favor of a cap.

Councilmember Etten indicated he was ambivalent; he could see the positives. He thought fifteen would be a number he would be okay with and it would trigger a different conversation down the road.

Councilmember Schroeder thought the circles would take care of this. She also thought that going with the circle with the larger area would help with what people are complaining about.

Councilmember Groff concurred.

Mayor Roe wondered if the City Attorney had thought about the background check.

City Attorney Tierney indicated the Kari Koskinen law was not very clear, but it does apply to single-family homes. It relies on the definition in the State's Landlord Tenant Law, which makes her think it will follow the definition of a rental property, which she believed is thirty days or more but honestly, she could not be sure. She indicated she would do some more research and give the Council an official answer,

but she did not think it would apply to short-term rentals. If it did, she cannot believe she has not heard that as almost every city has some sort of license, and many are not requiring background checks.

Mayor Roe thought there was some consensus to doing the rental log along with the lodging tax. He thanked staff for all of their work and thought staff had enough information to bring this back at a future meeting for consideration.

g. Discuss Roseville's 2024 Legislative Priorities

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated December 4, 2023.

Mayor Roe noted all of the approved items could be removed. He thought the City wanted to continue to request bonding funds for the OVAL and ask for additional funding to address the Emerald Ash Borer. He asked if the Council wanted to continue to ask for support for the local businesses tap room/cocktail room and the statewide licensing of massage therapists.

The Council concurred with Mayor Roe on keeping the high priority items that have not been approved or need further funding on the list of 2024 Legislative Priorities.

Mayor Roe indicated on the next tier, as was noted, on the open meeting there is still a ways to go so maybe the City should refine the language.

Mr. Trudgeon indicated staff could look at the language and bring it back.

Mayor Roe thought the deputy registrar funding item could remain for potential additional funding and asked the Council if this should remain or be removed.

Mr. Trudgeon indicated this is something that the City has been asking for many years and the association did receive a boost in financing so he thought the mission was accomplished and it could be removed.

Mayor Roe thought Mental Health funding for Voluntary Engagement was important and the City should continue to request this. He noted the Legislature did approve resources for Mental Health Services for Public Safety.

Mr. Trudgeon indicated that was funding for crisis intervention teams, is in a short period, and may have to be reviewed again. He thought that was something staff could reword a little bit to request continued funding.

Mayor Roe asked if the Council would like to keep the affordable housing funding on the list. He indicated he was hesitant to continue to ask for more when there was so much additional funding.

The Council concurred.

Mayor Roe continued to go through the list of items and discussed with the Council and staff what items to remove.

Mayor Roe indicated there are two new items added to the list. The first item is the TIF District extending the ability to use the funds for the whole district and not just the hazardous portion. He thought that should be added to the high priority list because no other city is going to push for this.

The Council concurred.

Mayor Roe indicated the second new item is Park Dedication.

The Council concurred on this as well and thought it should be added to the high priority list.

Councilmember Strahan knew a couple of years ago that "Passing the Equal Rights Amendment" was an item on the list but it was not ever a high priority.

Mr. Trudgeon did not think that item ever made it to the list, but the City passed a resolution.

Mayor Roe thought that resolution was included in the packet to the Legislators.

Councilmember Groff did not think it hurt to add it to the Legislative packet.

Councilmember Etten asked if there is any work being done around clarity on the School Resource Officer Law. He explained there were promises but he wondered if that should be something added.

Mr. Trudgeon thought it should be added because the State is in the middle of sorting that out and there have been promises and some agreements that have been worked on, but he thought the Legislature needed to hear from the cities on this.

Mayor Roe thought the City might want to be supportive of legislation brought forward on behalf of the Cable Commission for funding for the local media efforts through alternative methods as opposed to franchise fees. He asked if the Council wanted to add this to the list in support.

Councilmember Etten indicated he would like to get more information in order to understand this better before adding it to the list.

Councilmember Strahan agreed but also thought NineNorth pushed out a lot of the City information and if it is something that is supporting their ongoing participation

in the City's political process, it would be seen as a City priority because media in general has a lot of special interest and she can say pretty confidently that the City gets a pretty good product that the City does not have to weigh one way or another if they have a specific slant.

Mayor Roe explained NineNorth is definitely concerned about future funding. He thought the City would be supportive of maintaining these types of media centers and provide adequate funding.

Mr. Trudgeon indicated staff's intention is to bring this back to the January 8, 2024 City Council meeting for another review.

8. Council Direction on Councilmember Initiated Agenda Items

9. Approve Minutes

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 December 4, 2023 and related attachments.

Strahan moved, Schroeder 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	\$60,115.94
108230-108286	62,308.89
TOTAL	\$122,424.83

b. Approve 1 Massage Therapy Establishment License

c. Approve General Purchases Exceeding \$10,000 or Sale of Surplus Items

d. Authorize Application for Metropolitan Council Environmental Services' 2024 Private Property Inflow and Infiltration Grant Program. Resolution No. 12044

e. Receive 2023 Third Quarter Financial Report

f. Approval of Applications for the Pathways to Policing Grant and the Intensive Comprehensive Peace Officer Education and Training Grant

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

City Manager Patrick Trudgeon reviewed the January 8, 2024 City Council meeting, and the January 22, 2024 EDA meeting and City Council Worksession meeting.

Mayor Roe wished everyone a happy holiday season, Merry Christmas, or whatever holiday everyone celebrates along with a safe New Year.

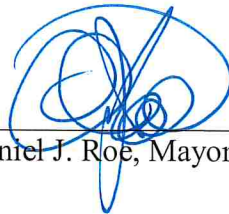
12. Adjourn

Etten moved, Schroeder seconded, adjournment of the meeting at approximately 8:25 p.m.

Roll Call

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

Nays: None.



Daniel J. Roe, Mayor

ATTEST:



Patrick J. Trudgeon, City Manager