City of ROSEVILLE Minnesota, USA

Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, February 24, 2025

1. **Roll Call**
Mayor Roe called the meeting to order at approximately 7:00 p.m. Voting and Seating Order: Groff, Strahan, Schroeder, Bauer, and Roe. City Manager Patrick Trudgeon and City Attorney Rachel Tierney were also present.

2. **Pledge of Allegiance**

3. **Approve Agenda**
City Manager Trudgeon requested the removal of Item 7C (Consider a Request to Perform an Abatement for Unresolved Violations of City Code at 1240 Ryan Avenue W) as the violations have been corrected.

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

Roll Call
Ayes: Groff, Strahan, Schroeder, Bauer, and Roe.
Nays: None.

4. **Public Comment**
Mayor Roe called for public comment by audience members on non-agenda items. No one appeared to speak.

5. **Recognitions, Donations, and Communications**
   a. **Proclaim Woman's History Month**
   Mayor Roe read the Women's History Month Proclamation.

   Schroeder moved, Strahan seconded, proclaiming March 2025 Women's History Month.

   Councilmember Strahan indicated that given the National politics, she supported the proclamation and appreciated that the City of Roseville found it valuable and was able to honor it.

   Roll Call
   Ayes: Groff, Strahan, Schroeder, Bauer, and Roe.
   Nays: None.

6. **Items Removed from the Consent Agenda**

7. **Business Items**

a. **Conduct Public Hearing and Certify Unpaid Utility Charges to the Property Tax Roll**
Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request for Council Action and related attachments dated February 24, 2025.

Ms. Pietrick explained the process of certifying delinquent utility accounts to the property tax rolls. She noted 388 letters were sent out, thirty percent of which were paid, resulting in the lowest number of certifications in five quarters.

Mayor Roe reviewed the public hearing protocol and opened and closed the public hearing at approximately 7:33 p.m. to receive public input on the above-referenced item of certifying unpaid utility charges to the property tax roll, with no one appearing for or against.

Groff moved, Strahan seconded, adoption of Resolution No. 12130 (Attachment 2) entitled, "Resolution Directing the County Auditor to Levy Unpaid Water, Sewer, and Other City Charges for Payable 2010 or Beyond."

Council Discussion

Councilmember Groff thanked staff for bringing this forward because it is an example of improving the city's process.

Councilmember Strahan added that the number of bills the city was certifying per person seemed lower than in the past, which speaks of the staff's hard work. She indicated that the city is not waiting long before getting these items certified, which she thought was also shown in the total. She appreciated the staff's work on this and thought consistency was how the city got people to pay attention.

Roll Call
Ayes: Groff, Strahan, Schroeder, Bauer, and Roe.
Nays: None

b. **Consider a Request to Perform an Abatement for Unresolved Violations of City Code at 2165 Victoria Street, N**
Building Official David Englund summarized the request as detailed in the Request For Council Action of this date; and noted a bench handout incorporated into the Request For Council Action, providing an extract of City Council meeting minutes of February 24, 2025.

Mr. Englund detailed previous abatements at the property and the current status of vehicles on the site.

Groff moved, Schroeder seconded, directing Community Development staff to abate the above-referenced public nuisance violations at 2165 Victoria St. N. by notifying a towing company to remove the property's unlicensed and/or inoperable vehicles.

Council Discussion

Councilmember Groff explained it was disheartening to have these properties come back time after time. He believed this was a non-occupied property and was being used to store and repair vehicles. He noted that the person who owned the property had stated that previously, and at the time, the Mayor reminded the owner that a business could not be run out of residential property. He wondered if, in the future, something could be done by the city not to have these repeat violations occur because it takes staff time and costs money for the abatements. He explained he does support this decision.

Councilmember Schroeder concurred and wondered the same thing. If the city continues to have violations on a property repeatedly, maybe it should consider charging a fee in addition to the violation. She thought this could be put on a future agenda for discussion.

Councilmember Strahan indicated she was going to mention the same thing and thought it would be worth their consideration as a Council to talk about a graduated fining system, especially within a certain period of time, like the violations for alcohol. She explained she would be fully supportive of making sure that the homes in the city are used for housing, not businesses disturbing the neighborhood.

Councilmember Bauer thought this should be added to a future agenda for discussing the tiered or ratcheting approach to these fines.

Mayor Roe thought the city needed to ensure the owner paid for these abatements and nuisances. Repeat nuisance fees should not be a less expensive alternative to renting storage to store these vehicles. He agreed that the Council needs to have that conversation, and he was sure that the existing repeat nuisance fee system does ratchet up, but he thought the Council and staff needed to review it together. He did not want the abatement fee to be a less expensive alternative for this property owner or any property owner to continue to violate the code and not operate properly within a residential district.

Councilmember Groff added that city staff are very patient with these issues.

Mr. Englund mentioned that staff did this as a proactive inspection based on what the Council put in place in 2018 for these types of properties that are subject to abatement. These properties are visited monthly, which is why this item was back so fast. City staff did not receive a complaint on the property; it was staff-initiated.

Mayor Roe joked he also does a proactive inspection every time he drives to City Hall. He helps out in that effort, but he does try not to put too many calls into staff. He thanked Mr. Englund for the information.

Roll Call
Ayes: Groff, Strahan, Schroeder, Bauer, and Roe.
Nays: None

c. **Consider a Request to Perform an Abatement for Unresolved Violations of City Code at 1240 Ryan Avenue W**
This item was removed from the agenda as the violations have been corrected.

d. **Receive Volunteer Update**
Assistant City Manager Rebecca Olson briefly highlighted this item as detailed in the Request For Council Action and related attachments dated February 24, 2025.

Ms. Olson introduced Volunteer Coordinator Rachel Boggs, who provided an update on the volunteer program.

Ms. Boggs highlighted the program's success, including 5,446 volunteer hours in 2024, equivalent to 2.62 full-time employees. She explained that the program is a service enterprise, and volunteers are involved in various city departments and events. She noted that the city has a comprehensive seven-step process for onboarding volunteers. It includes program planning, job development, recruitment, screening, placement, orientation, and supervision.

Ms. Olson thanked Ms. Boggs for her commitment to the city and the onboarding process with the volunteers. She took a personalized approach with each volunteer to figure out their skill sets and where to place them so that they have a positive experience and the city also benefits from it.

Mayor Roe echoed his thanks and appreciation. He thought the council had high hopes when the program started in 2014, and he did not believe the program had ever fallen short of those hopes and expectations. He noted Ms. Boggs was exemplary, and he appreciated all the work she had done and continues to do.

Councilmember Groff appreciated Ms. Bogg's inclusiveness with the programming. He has never heard anyone complain about the volunteer program; there have only been positive experiences. He thought Ms. Boggs fit the position perfectly, and the city was very fortunate to have her. He thought it was an excellent program and thanked Ms. Boggs for the work.

Councilmember Schroeder thanked Ms. Boggs for the presentation and thought the city should be proud.

Councilmember Strahan indicated that when interviewing candidates for the city commissions last week, the council heard repeatedly how many people were referred to apply as commissioners because of Ms. Boggs. She thanked Ms. Boggs for her service to the community and city.

Councilmember Bauer noted the great work that has been done, not just with the volunteer work for the city but also with the sense of community implemented at many events. It connects people from different parts of the city, not just their neighbors, and he thought those relationships would continue through future volunteering. He appreciated all the work Ms. Boggs was doing.

Mayor Roe concurred. He thought this program was a model for doing this right and for other communities to seek guidance and he hoped it would continue to grow. He thanked Ms. Boggs and all the volunteers in Roseville.

e. Receive Equity and Inclusion Commission Update

Assistant City Manager Rebecca Olson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated February 24, 2025.

Equity and Inclusion Manager Antonio Montez updated the audience on the Equity and Inclusion Commission's progress. He introduced Commissioner Vemireddy, who was in attendance.

Mr. Montez explained the commission had reviewed the city's equity and inclusion work, organizational structure, and key language. He proposed aligning the commission with the strategic plan and department work plans to advance equity and inclusion.

Mayor Roe indicated that the city developed its strategic racial equity action plan. He has heard a lot of discussion about the strategic plan having equity as a part of it rather than as a separate thing. He wondered if the idea was that SREAP would evolve into being more of an integral part of the strategic plan and work plans going forward.

Ms. Olson indicated that those were some internal conversations the staff had. What the next steps look like. There have not been any conversations formally, in any way, shape, or form. That was something that staff thought about, something they did not know would be an opportunity with a strategic plan coming forward. When Mr. Montez was hired, the staff talked about doing an SREAP 2.0, but then this opportunity to do the strategic plan came forward. It might be natural to incorporate equity. Instead of having a separate goal related to inclusion and equity, it is how the goal is accomplished and what equity and inclusion impact. She thought that was a conversation still to have, but the staff started talking about it.

Councilmember Bauer inquired if a commission is the right structure or if a committee would be better to achieve the specified goals based on how past meetings proceeded and comments from the June 3, 2024 City Council meeting by City Council members.

Mayor Roe emphasized the importance of giving the commission time to develop and establish its role.

Councilmember Groff indicated he was never in favor of having a committee. He thought committees were lesser than commissions and that commissions had rules for them. Commissions are in the city code, and he thought it was very different to change the structure after only five meetings, which would be precipitous for the Council. He did not believe it would be appropriate and did not want to use staff time to go back and revisit commissions and committees. It should be headed to what has been discussed, forming a work plan and the new commission.

Councilmember Strahan concurred and pointed out that it is not a good use of staff time to revisit something, and a majority of the Council then voted for this to be a commission. She did not recall being on the fence about this and was very firm that this was a part of the city code, and to say something less than that was inaccurate. She thought this should move forward, and she appreciated the plan. She thought the plan worked well and was a significant step, and building blocks must be made. A building cannot be built without a foundation, and the commission needs the foundation. She thanked the staff for working on this.

The Council agreed to continue monitoring the commission's progress and adjusting as needed.

Commissioner Vemireddy introduced himself and expressed the need for clarity on the Equity and Inclusion Commission's scope, particularly regarding equity and inclusion. He felt like the clarity from the City Council was not very clear.

Mayor Roe explained that the commission's role is to examine the city's activities related to equity and inclusion. This includes everything from plowing streets to providing park services to the EDA, but it is specifically focused on how equity and inclusion relate to the city's activities.

Councilmember Bauer inquired about ethics and commissioner training, noting the need for clarity on the commission's duties.

Ms. Olson confirmed that ethics training is conducted annually, typically in April.

Councilmember Bauer expressed concern about the lack of direction and clarity in the Commission's scope and tasks.

Mayor Roe suggested that staff and the commission work together to develop a clear understanding of the commission's focus area.

Discussion on the strategic racial equity action plan and the need to break down broad objectives into manageable tasks ensued.

Mayor Roe emphasized the importance of staff, council, and commission collaboration to define the commission's role and responsibilities.

Ms. Olson recommended the Commission focusing on department work plans to apply the equity lens.

Mayor Roe agreed, suggesting a step-by-step approach to start with a specific department's work plan as proposed this evening and expand from there.

Councilmember Groff supported the proposed work plan and encouraged commissioners to engage in educational activities and external research.

Commissioner Vemireddy acknowledged the challenge of broad equity inclusion and the need for time to understand the city's operations.

Councilmember Strahan suggested focusing on both large-scale goals and practical, day-to-day tasks to create a sense of progress.

Mayor Roe agreed that the commission should start with a manageable task and build capacity over time.

Ms. Olson concurred.

Councilmember Schroeder emphasized the importance of community engagement and the need for the commission to hear diverse voices.

Mayor Roe reiterated the need for a guided process and collaboration between staff, council, and the Commission.

Ms. Olson summarized the next steps so that everyone, including staff, commission members, and council members, would be on the same page.

Recess
Mayor Roe recessed the meeting at approximately 8:30 p.m., and reconvened at approximately 8:37 p.m.

f. Proposed Capital Improvements to Rosebrook Park

Parks and Recreation Director Matthew Johnson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated February 24, 2025.

Parks Superintendent Jim Taylor gave a presentation on the proposed changes to Rosebrook Park. The proposal included expanding the parking lot at the location of the existing wading pool, constructing a splash pad behind the building, and updating the playground. Community engagement revealed strong support for the splash pad and concerns about parking and lighting. The proposed budget for the project was $999,000, with funding from the CIP and park dedication funds.

Mr. Johnson explained while there was strong support to retain the concept of a wading pool by some members of the community, the proposal included a splash pad due to its lower cost and broader accessibility. The playground needed replacement, and the proposal included adding trail lighting and more parking. The soccer fields also required repair, which would be addressed in the future due to budget constraints. The proposal included working with LHB for site planning to ensure a cohesive, high-quality design.

Mayor Roe thanked staff for the presentation and all the work that has gone into getting to this point.

Councilmember Strahan asked if anything had been done on the property south of the red parking area.

Mr. Johnson indicated that this parcel was purchased for multi-family housing, and work has been done on the site. He believed this was a subdivision but did not know how far along the developer was.

Councilmembers expressed support for the splash pad and the overall proposal, emphasizing the importance of community engagement.

Discussion occurred on the project's potential impact on tree cover and the possibility of adding community gardens in the future. The Council unanimously supported the proposal.

Schroeder moved, Groff seconded, authorizing staff to begin work with LHB as proposed (attachment 7), issue RFPs for the playground replacement and splash pad installation, and a bid package for parking lot development as outlined in the staff report.

Roll Call

Ayes: Groff, Strahan, Schroeder, Bauer, and Roe.
Nays: None.

g. Discuss Implementing the Roseville Local Sales Tax

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request for Council Action and related attachments dated February 24, 2025.

Councilmember Groff indicated the city is incurring costs because the Council agreed to have the architects of the RFP go out so those could be paid out of the sales tax.

Mr. Trudgeon indicated the sales tax could be used to the extent that it is connected to the maintenance operations center.

Councilmember Groff noted that the city also must do something with the Public Works building, so he was in the mindset to start collecting the tax. It would be spent one way or the other, and the rest of these items are going to come into play as this moves along. He thought that as a council, they could make those decisions together.

Councilmember Schroeder agreed with Councilmember Groff that the city would incur expenses, so she did not know why the city would not implement the sales tax.

Mayor Roe explained that if there are no objections, this will be brought back in April with an Ordinance for Council consideration.

Councilmember Bauer indicated he agreed that the city should begin collecting sales tax.

h. Declare Vacancy for Additional Opening on Planning Commission

Assistant City Manager Rebecca Olson briefly highlighted this item as detailed in the Request for Council Action and related attachments dated February 24, 2025.

Groff moved, Strahan seconded, declaring a vacancy on the Planning Commission.

Roll Call

Ayes: Groff, Strahan, Schroeder, Bauer, and Roe.
Nays: None

8. Council Direction on Councilmember Initiated Agenda Items

9. Approve Minutes

The City Council submitted comments and corrections to the draft minutes prior to tonight's meeting, and those revisions were incorporated into the draft presented in the Council packet.

a. **Approve February 10, 2025, and January 27, 2025, City Council Meeting Minutes**
Schroeder moved, Bauer seconded, approval of the February 10, 2025, and January 27, 2025, City Council Meeting Minutes as presented.

Roll Call
Ayes: Groff, Strahan, Schroeder, Bauer, and Roe.
Nays: None.

10. **Approve Consent Agenda**
At Mayor Roe's request, City Manager Trudgeon briefly reviewed the items being considered under the Consent Agenda, as detailed in specific Requests for Council Action dated February 24, 2025, and related attachments.

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

Roll Call
Ayes: Groff, Strahan, Schroeder, Bauer, and Roe.
Nays: None.

a. **Approve Payments**

ACH Payments	$305,303.94
111935-112048	911,744.67
TOTAL	**$1,217,048.61**

b. **Approve 2 Temporary Gambling Permits**
c. **Approve General Purchases or Sale of Surplus Items Exceeding $10,000**
d. **Approve an Ethernet Network Transport Services Agreement with Roseville Schools**

11. **Future Agenda Review, Communications, Reports, and Announcements – Council and City Manager**
City Manager Patrick Trudgeon reviewed the March 3, 2025, City Council meeting, March 17, 2025, EDA and City Council meetings, and the March/April 2025, EDA and City Council meetings.

Councilmember Groff updated the council on the NYFS annual luncheon.

Councilmember Strahan indicated she has had many comments and questions about the status of HarMar Mall. She did not know if there was anything the council could learn from the City Manager and communications about that. She thought so many rumors were going around the city, and she would like to let residents know.

Councilmember Strahan thought it would be suitable for a councilmember to understand what role they should have in active recruitment for Commissioners. She indicated that if the Council had already talked to commissioners in an interview, she wondered if they should encourage them to change their interest in Commissions. She noted she had seen people she interviewed who might be better on another Commission, and she did not see anything in the materials regarding their role. She thought discussing equity and consistency of who has offered what information and how would be a good idea.

12. Adjourn

Strahan moved, Schroeder seconded, adjournment of the meeting at approximately 9:28 p.m.

Roll Call

Ayes: Groff, Strahan, Schroeder, Bauer, and Roe.
Nays: None.

Wayne Groff

Wayne Groff, Acting Mayor

ATTEST:

Patrick J. Trudgeon, City Manager