City of
ROSEVILLE
Minnesota, USA

Regular City Council Meeting Minutes
City Hall Council Chambers, 2660 Civic Center Drive
Monday, March 3, 2025

1. Roll Call

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

2. Pledge of Allegiance

3. Approve Agenda

Bauer moved, Groff seconded, approval of the agenda as presented.

Roll Call

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

4. Public Comment

Mayor Roe called for public comment by audience members on non-agenda items. No one came forward to speak.

5. Recognitions, Donations, and Communications

6. Items Removed from the Consent Agenda

7. Business Items

a. Receive Presentation from Twin Cities North Chamber

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Mr. John Connelly, Twin Cities North Chamber, presented the vision of the Twin Cities North Chamber, promoting business, developing leaders, and connecting communities. He indicated the chamber had a nine-member board of directors, with representatives from Roseville. He explained that the chamber was in good standing with the Department of Revenue and Secretary of State and had regular financial statements and audits. The chamber had a committee structure involving ambassadors, task forces, and public policy initiatives.

Mr. Connelly recapped chamber activities and initiatives, including sustainable membership growth and higher renewals post-COVID. He noted that the chamber's offices were in Roseville, and the chamber has been involved in local public policy initiatives like the Green to Go and Energy Efficiency Initiatives. New initiatives included a manufacturing cohort funded by a Part Two grant from DEED, promoting manufacturing career opportunities for young adults. The chamber expanded its social media presence and sought partnerships with workforce and marketing initiatives.

Mr. Connelly concluded his presentation by explaining that the manufacturing cohort produced videos to promote manufacturing career opportunities funded by a DEED grant. The chamber was involved in community initiatives like Rosefest and supporting local businesses. The chamber produced a Facebook Live show called "Chamber Check-In" to promote new businesses and community events. The chamber was also involved in local newspaper initiatives to inform the public about Roseville news.

Councilmember Strahan acknowledged the chamber's efforts to support new businesses and young professionals.

Councilmember Schroeder appreciated the chamber's work in promoting manufacturing opportunities.

Councilmember Groff highlighted the importance of the chamber's partnership with local schools in workforce development.

Mayor Roe inquired about possibly streaming the chamber's Facebook Live Chamber Check-In content on YouTube.

Mr. Connelly agreed to consider it.

Mayor Roe thanked Mr. Connelly for the presentation.

Mr. Trudgeon thanked the chamber for their partnership and support in the Green to Go initiative.

b. Consider Approval of Hotel License for Courtyard Marriott Hotel, 2905 Centre Pointe Drive

City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Mr. Trudgeon indicated the city has implemented a new hotel licensing program, requiring inspections and background checks for hotel operators. The hotel licenses are granted based on compliance with code, fire inspections, and police call reviews. Seven hotel licenses are to be considered, starting with the Courtyard by Marriott.

Councilmember Strahan asked if concerns arose during the year and if that could be a reason to withdraw the license.

Mr. Trudgeon indicated that once the hotel has the license, they are always subject to the city ordinance and must adhere to that throughout the year. If the city found violations throughout the year, staff would consider that and could potentially bring that forward for consideration of revocation of that particular license. Staff would have to do a lot of work to make sure what was verified and what was not to make sure it warrants revocation. He thought the city would typically allow the hotel to correct whatever was in violation before it was brought forward to the City Council for consideration.

Councilmember Strahan wondered if the city staff anticipated doing a lot of due diligence next year for subsequent year licensing.

Mr. Trudgeon indicated they intend to inspect every room once a year, in September and October. He mentioned that prior to the inspections, staff gave all the hotels an inspection checklist.

Public Comment

Mayor Roe offered an opportunity for public comment, but no one came forward.

Schroeder moved, Bauer seconded, adoption of Resolution No. 12131 (Attachment 5) entitled, "Resolution Approving the Application for Issuance of a Hotel License for CYRV LLC doing Business as Courtyard by Marriott Roseville."

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

c. **Consider Approval of Hotel License for Fairfield Inn and Suites, 3045 Centre Point Drive**
City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Public Comment

Mayor Roe offered an opportunity for public comment, but no one came forward.

Bauer moved, Strahan seconded, adoption of Resolution No. 12132 (Attachment 5) entitled, "Resolution Approving the Application for Issuance of a Hotel License for Lord Shiram Incorporated doing Business as Fairfield Inn."

Roll Call

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

d. **Consider Approval of Hotel License for Hampton Inn, 2050 Iona Lane**
City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Public Comment

Mayor Roe offered an opportunity for public comment, but no one came forward.

Groff moved, Schroeder seconded, adoption of Resolution No. 12133 (Attachment 5) entitled, "Resolution Approving the Application for Issuance of a Hotel License for HR LLC doing Business as Hampton Inn Roseville."

Council Discussion

Council members Groff and Schroeder appreciated the thorough inspection process.

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

e. **Consider Approval of Hotel License for Holiday Inn Express, 2715 Long Lake Road**
City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Public Comment

Mayor Roe offered an opportunity for public comment, but no one came forward.

Strahan moved, Schroeder seconded, adoption of Resolution No. 12134 (Attachment 5) entitled, "Resolution Approving the Application for Issuance of a Hotel License for Yash Hospitality Inc. doing Business as Holiday Inn Express and Suites."

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

f. **Consider Approval of Hotel License for Home 2 Suites, 2020 Iona Lane**
City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Public Comment

Mayor Roe offered an opportunity for public comment, but no one came forward.

Bauer moved, Groff seconded, adoption of Resolution No. 12135 (Attachment 5) entitled, "Resolution Approving the Application for Issuance of a Hotel License for HR LLC doing Business as Home 2 Suites Roseville."

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

g. **Consider Approval of Hotel License for Residence Inn, 2895 Centre Pointe Drive**
City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Public Comment

Mayor Roe offered an opportunity for public comment, but no one came forward.

Schroeder moved, and Strahan seconded the adoption of Resolution No. 12136 (Attachment 5) entitled, "Resolution Approving the Application for Issuance of a Hotel License for RIRV LLC doing Business as Residence Inn Roseville."

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

h. **Consider Approval of Hotel License for Country Inn and Suites, 2740 Snelling Ave**
City Manager Patrick Trudgeon briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Public Comment

Mayor Roe offered an opportunity for public comment, but no one came forward.

Groff moved, Bauer seconded, adoption of Resolution No. 12137 (Attachment 5) entitled, "Resolution Approving the Application for Issuance of a Hotel License for Roseville Hospitality LLC doing Business as Country Inn and Suites Roseville."

Roll Call
Ayes: Bauer, Groff, Strahan, Schroeder, and Roe.

Nays: None

i. **Receive the 2024 Cash Reserve Fund Report and Consider Transfers**
Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Ms. Pietrick presented the 2024 Cash Reserve Fund report, recommending transfers to maintain reserve levels. She indicated that the Parks and Recreation Fund exceeded its high reserve level by $424,000 and that amount should be swept into the excess cash reserve fund. The Communications Fund was below its minimum reserve level and should be raised to its minimum. The License Center Fund should retain $153,000 for potential new facility costs.

Councilmember Schroeder inquired about using the License Center Fund for capital expenses.

Mr. Trudgeon explained that the fund covered operating and capital expenses, and the retained amount would be used for preliminary capital-related costs.

Groff moved, Schroeder seconded, to receive the 2024 Cash Reserve Fund report showing the transfer of $424,236 from the Parks & Recreation Fund and $10,308 to the Communications Fund, for a net transfer to the Cash Reserve Fund of $413,928. The excess cash reserves in the License Center Fund of $153,352 will be left to pay for preliminary costs associated with a new building.

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

j. **Establishing the 2026 Budget Process Calendar**
Finance Director Michelle Pietrick briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Strahan moved, Groff, seconded, to approve the 2025 budget calendar with a future determination on whether to hold the December 1st or 8th budget hearing.

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

k. **Consider Appointment to Various Commissions**
City Manager Trudgeon briefly highlighted this item as detailed in the Request For Council Action and related attachments dated March 3, 2025.

Strahan moved, Groff seconded, to appoint Taylor to the Equity and Inclusion Commission for a term ending March 31, 2028. Stanley to the Equity and Inclusion Commission for a term ending March 31, 2026, and Singaram to the Equity and Inclusion Commission for a term ending March 31, 2027.

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

Bauer moved, Schroeder seconded, to appoint Kanzenbach to the Finance Commission for a term ending March 31, 2028.

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

Strahan moved, Groff seconded, to appoint Botzek, Donaldson, and Her to the Parks and Recreation Commission for a term ending March 31, 2028, and Harris to the Parks and Recreation Commission for a term ending March 31, 2026.

Bauer moved, Schroeder seconded amending the motion, recommending Harris, Donaldson, Botzek, and Kroona.

Councilmember Bauer indicated that it would be easy to assume that Kroona worked for the city for as much as he has volunteered. He did not think he had been to a park event where he had not seen Mr. Kroona. Mr. Kroona has had a long history of serving and volunteering in this capacity, basically doing everything with the parks except actually being on the commission. He thought Mr. Kroona's years of experience volunteering would be valuable to the Parks Commission.

Councilmember Schroeder agreed and thought it was incredible the number of hours and projects that Mr. Kroona had brought to the parks and recreation department for many years. It seemed like Mr. Kroona had a good pulse of what was going on and understood the volunteer side, which was why she supported it, too. She felt he was very qualified.

Councilmember Strahan appreciated what Mr. Kroona brought to the table. With his experience, however, she thought he did fill a niche already filled by some of the others in that length of service. He was also exceptionally excited about the programs he had worked on, and she thought the city would want to have him as an advisor. She was unsure if he was the best groupmate, but not to undermine it anyway, because of his fantastic contribution to the city, and the city would be at a loss if he were not there.

Councilmember Groff indicated his concern was that they need to consider having many different voices on this commission. Mr. Kroona was an excellent volunteer, but the amendment did not add some of the voices missing on the Parks Commission, so he would not support it.
Mayor Roe indicated he was not sure he would support the amendment either for the reason Councilmember Groff mentioned. He looks to make sure that the commissions represent the city across the board. Mr. Kroona has a lot of experience and commitment to the parks and recreation program, and the city is grateful for that, but he would like to see a broader representation of the community on this commission. He noted he would not support the amendment either.

Roll Call (Motion to Amend)

Ayes: Bauer, and Schroeder.
Nays: Groff, Strahan, and Roe

The motion failed.

Roll Call (Original Motion, without Amendment)

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

Bauer moved, Groff seconded, to appoint Jensen and E. Lynch to the Planning Commission for a term ending March 31, 2028, and Cyra to the Planning Commission for a term ending March 31, 2027, and Barstad to the Planning Commission for a term ending March 31, 2026.

Roll Call

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

Bauer moved, Schroeder seconded, to appoint Accomando to the Police Civil Service Commission for a term ending March 31, 2028.

Councilmember Bauer noted there were not many applicants but that the applicants that did apply were high quality.

Councilmember Schoeder agreed.

Mayor Roe noted it was challenging to narrow down to one choice due to the quality of the candidates. He noted that Accomando was a great choice and capable of utilizing her skills and experience beyond the commission. He supported the motion.

Councilmember Strahan concurred and thought Accomando had a lot to offer.

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

Mayor Roe suggested mentoring new commissioners, especially those on the newest commission, as everyone was relatively new.

Councilmember Strahan volunteered to be a mentor.

Mayor Roe proposed that experienced commissioners from other commissions act as mentors.

Councilmembers Bauer and Groff agreed on the importance of mentorship, especially with high turnover in some commissions.

Mayor Roe suggested staff work on implementing this mentorship program.

The Council concurred.

8. Council Direction on Councilmember Initiated Agenda Items

9. Approve Minutes

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 March 3, 2025, and related attachments.

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

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

a. Approve Payments

ACH Payments	$59,184.57
112049-112095	173,028.04
TOTAL	**$232,212.61**

b. Approve 1 Massage Therapy Establishment License for Yun Wellness, LLC, and Revoke the Massage Therapy Establishment License for T Massage

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

- **d. Renewal of Ramsey County GIS Users Group Joint Powers Agreement**
- **e. Approve Language Line Agreement for Interpretation Services**

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

City Manager Patrick Trudgeon reviewed the March 17, 2025, EDA and City Council meeting, the March 24, 2025, City Council meeting, and the April 2025 EDA and City Council meetings.

Councilmember Strahan inquired about an amendment to the TIF note for The Harbor.

Mr. Trudgeon explained that the EDA staff is still waiting for some information before proceeding.

12. Adjourn

Strahan moved, Bauer seconded, adjournment of the meeting at approximately 7:27 p.m.

Roll Call

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

Wayne Groff
Wayne Groff, Acting Mayor

ATTEST:

Patrick J. Trudgeon, City Manager