

# Memo

**To:** Roseville Finance Commission  
**From:** Michelle Pietrick, Finance Director  
**Date:** January 11, 2022  
**Re:** Item #3: Approve the Minutes from the November 9, 2021 Meeting

---

## **Background**

As an advisory commission to the City Council, the Finance Commission's discussions and recommendations play an important role in setting City policies and influencing decisions on programs and services.

To ensure an accurate historical account of the Finance Commission's activities are preserved, the City maintains a practice of keeping meeting minutes. The attached file contains the draft minutes from the November 9, 2021 meeting. The Commission is asked to review the minutes and identify any typos, errors or inaccuracies of the discussion that took place.

Where applicable, Commission members are asked to identify any necessary corrections at the meeting. The Commission should subsequently vote to approve the amended (if necessary) minutes. Once the minutes are approved, they become part of the City's permanent records.

## **Staff Recommendation**

Review the draft minutes.

## **Requested Commission Action**

Amend (as necessary) and approve the Finance Commission meeting minutes for the November 9, 2021 meeting.

Prepared by: Michelle Pietrick, Finance Director  
Attachments: A: Draft Minutes from the November 9, 2021 Finance Commission Meeting

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22

**Finance Commission  
Meeting Minutes  
DRAFT – November 9, 2021 - DRAFT**

23  
24

**Roll Call/Announcements**

25  
26  
27  
28

The Finance Commission (FC) meeting was called to order at 6:30 p.m. Chair Davies requested staff call the roll.

29  
30  
31  
32  
33  
34

**Commissioners Present:** Siafa Barclay, Bruce Bester, Wanda Davies, John Murray, Dan Sagisser and Sandra Klein-Hegge

35  
36

**Commissioners Absent:** None

37  
38  
39  
40  
41  
42  
43

**Staff Present:** Finance Director Michelle Pietrick

44  
45  
46

Chair Davies noted Commissioner Lee will no longer be on the Finance Commission due to other obligations.

**Receive Public Comments**

There being no one present wishing to speak to the Commission on an item not on the agenda, the Chair moved to the next agenda item.

**Approval of Meeting Minutes**

Commissioner Sagisser moved, seconded by Commissioner Murray to approve the October 12, 2021 meeting minutes as amended. **The motion carried unanimously.**

**Receive Presentation on Park Dedication Fees**

Parks and Recreation Director Lonnie Brokke made a presentation to the Finance Commission on Park Dedication fees.

Commissioner Murray asked how many acres of park land the City has.

Mr. Brokke indicated there was approximately 680 acres.

Commissioner Murray indicated based on the size of the City itself less than ten percent is park land. He asked if the Master Plan provided for the purchase or more park land.

47 Mr. Brokke indicated that was correct, it does in particular areas, especially in Southwest  
48 Roseville.

49  
50 Mr. Brokke continued with the presentation.

51  
52 Commissioner Bester asked as things stand now, will the campus plan increase or decrease park  
53 land.

54  
55 Mr. Brokke indicated he did not know that and thought it was too soon to tell. He encouraged  
56 residents to participate and ask questions along the way.

57  
58 Commissioner Murray asked if the VFW park donated by the VFW.

59  
60 Mr. Brokke indicated it was not. He explained that is Veterans Park and the parking is shared but  
61 is really the VFW parking lot.

62  
63 Commissioner Klein-Hegge asked if there was a certain amount of land that has to be dedicated  
64 for a park.

65  
66 Mr. Brokke indicated the requirement is ten percent of land, whatever that land is.

67  
68 Commissioner Murray thought Commissioner Klein-Hegge meant if a resident had a lot that they  
69 wanted to donate to the City, would the City take it.

70  
71 Mr. Brokke explained that would be a contribution and depending on where it is in the City and  
72 what is involved, the City could be very interested.

73  
74 Commissioner Murray asked if the land would have to be useable.

75  
76 Mr. Brokke gave an example of this type of contribution that has actually happened in the City.

77  
78 Mr. Brokke reviewed recent expense examples of the Park Dedication Fund and potential  
79 upcoming projects with the Commission.

80  
81 Commissioner Bester asked if the Parks Department has sufficient funds for the upcoming  
82 projects or will they be lacking funds.

83  
84 Mr. Brokke explained the City Council has been pretty visionary and they have been able to look  
85 at different creative ways to fund the park projects.

86  
87 Mr. Brokke concluded his presentation.

88  
89 Chair Davies thanked Mr. Brokke for the presentation.

90  
91

92 **Receive Finance Commission Recommendations Tracking Report**

93

94 Commissioner Bester provided an update on the tracking report.

95

96

97 **Adopt 2022 Meeting Calendar**

98

99 Finance Director Pietrick stated the Commission is asked to adopt the 2022 meeting calendar.  
100 She reviewed the meeting dates with the Commission.

101

102 Commissioner Bester moved, seconded by Commissioner Murray to adopt the 2022 Finance  
103 Commission Meeting Calendar. **The motion carried unanimously.**

104

105

106 **Adopt 2022 Work Plan**

107

108 Chair Davies stated this item indicates what the Commission will be discussing each month in  
109 2022. She reviewed the monthly discussion topics. She explained the Commission previously  
110 discussed investing in an equities fund. She reviewed the history with the new Commissioners.  
111 She indicated Commissioner Murray requested the Commission take a look at it again at a 2022  
112 meeting.

113

114 Ms. Pietrick indicated the City Council took action and are the ones that struck the Equities  
115 section from the Investment Policy, so if the Commission wanted to review an Investment Policy  
116 she thought the Commission needed to talk to the Council first.

117

118 Commissioner Murray was not sure the City Council got all of the information they should. He  
119 explained the Investment Policy proposal with the Commission. He noted if the Commission did  
120 not want to move forward with the proposal that would be fine.

121

122 Commissioner Sagisser asked if there is money in the budget that sits somewhere right now that  
123 would make sense for something like this.

124

125 Ms. Pietrick indicated she invests as much cash as she possibly can for the City.

126

127 Commissioner Murray asked how much the City is investing now.

128

129 Ms. Pietrick explained the City is roughly at thirty-two million. She stated that City Finance  
130 Director's use the principals of investing Government funds which are safety first, liquidity  
131 second, yield third. The Statute allows the equities option for triple A rated cities, and she did not  
132 have a problem with this being in the policy but the Council is the one that struck it from the  
133 policy. While the Commission might want to pursue it, the Council already denied it, so the  
134 Commission would have to discuss this at a joint meeting with the City Council.

135

136 Chair Davis thought it made sense that if the Commission were to revisit this, they should  
137 probably discuss it in more detail at a meeting when there is an opportunity to take action and  
138 then it could be taken to a joint meeting with the City Council to discuss.

139

140 The Commission discussed whether or not they should have further discussion on the Investment  
141 Policy.

142

143 Chair Davies suggested the Commission discuss this further in January in greater detail. She also  
144 indicated the Commission should officially cancel the December meeting. She asked if the  
145 Commission had other topics, they would be interested in exploring.

146

147 Commissioner Sagisser asked if the Commission wanted to discuss further what Mr. Brokke  
148 presented. He noted Mr. Brokke answered his questions.

149

150 Chair Davies thought Mr. Brokke answered her questions as well and did not feel a need for  
151 further discussion with action to be taken.

152

153

154 **Staff Update**

155

156 Ms. Pietrick reviewed the actions taken by other Commissions and the City Council since the last  
157 Finance Commission meeting.

158

159

160 **Adjourn**

161

162 Commissioner Bester made a motion, seconded by Commissioner Sagisser to adjourn. The  
163 **motion passed unanimously.**

164

165 Meeting adjourned at 8:03 p.m.