


REQUEST FOR COUNCIL ACTION

Date: May 23, 2022
Item No.: 7.d

Department Approval

City Manager Approval



Item Description: Consider Changes to City Proclamation Policy

BACKGROUND

At the May 9, 2022 City Council meeting, Mayor Roe brought forward some modifications to the City Proclamation Policy, which was originally adopted on June 7, 2010. The City Council agreed to discuss the policy in further detail at the May 23, 2022 City Council meeting.

Minutes from the City Council meeting in 2010 are included as Attachment A and Mayor Roe’s suggested changes to the Proclamation Policy is included as Attachment B.

POLICY OBJECTIVE

There are two Community Aspirations that are relevant as part of a discussion of a Proclamation Policy. The first is the City aspires to be “*Welcoming, inclusive, and respectful*”. The second relevant aspiration states the City aspires to be “*Engaged in our community’s success as citizens, neighbors, volunteers, leaders, and business people*”. In addition, the City Council adopted an Inclusion and Respect Statement that says in part, “*The City of Roseville strives to be a welcoming and inclusive place for all. We are committed to promoting respectful conduct, equitable service, and diversity in our community...*”.

FINANCIAL IMPACTS

None.

STAFF RECOMMENDATION

Discuss the changes to the Proclamation Policy brought forward by Mayor and provide direction to staff.

REQUESTED COUNCIL ACTION

Discuss the changes to the Proclamation Policy brought forward by Mayor Roe and provide direction to staff.

Prepared by: Patrick Trudgeon, City Manager (651) 792-7021

Attachments: A: City Council Meeting Minutes from June 7, 2010
B: Mayor Roe’s proposed changes to the City’s Proclamation Policy

b. Discussion on Preliminary 2011 Revenue, Tax Levy, and Expenditure Forecast

Finance Director Miller provided this report as an information item for Councilmembers as a precursor to upcoming budget discussions and difficult decision-making for 2011.

Discussion included a previous memorandum dated February 22, 2010 (Attachment A to the report) outlining possible alternate revenue sources; and the need for additional information on the correlation between costs and revenues; and recognizing that establishment of such fees would more clearly define those costs and revenues rather than generically included as a part of the levy.

Roe moved, Johnson seconded directing staff to provide specific information to the City Council on the potential implementation of a street light utility.

Roll Call

Ayes: Johnson; Ihlan; Pust; Roe; and Klausing

Nays: None.

c. Policy to Recognize Various Commemorative Days or Months

Mayor Klausing noted that additional e-mails and responses being referenced were available for the public.

Mayor Klausing reviewed the current practice by staff and Councilmembers, based on an unwritten policy and based on the League of Minnesota Cities' Cultural Diversity initiatives in recognizing cultural heritage months officially recognized by the U. S. Congress, as well as other special days/events and recognition of individuals achieving outstanding accomplishments. However, Mayor Klausing suggested that a written policy providing a clearer and non-arbitrary policy be in place to avoid inconsistencies and to provide more direction to staff and future Councils; and provided a sample policy for Council consideration.

Councilmember Pust spoke in support of recognizing the value of people, groups and organizations within the community who did good work; and opined that she could support such a policy if that were its intent and goal to avoid inconsistencies, and in recognizing and thanking people for their contribution to the community and in making it stronger.

Councilmember Johnson opined that the unwritten policy was still open to interpretation by staff, specific to the *Imagine Roseville 2025* document, and the broad statement identifying Roseville a welcoming community; and questioned if the City Council would be aware of those items turned down for recognition by staff.

Mayor Klausing noted the need for staff to make Councilmembers aware of the requests and their rationale for recognition or lack thereof.

Councilmember Ihlan requested that the above-referenced e-mails and responses be included for the record.

Councilmember Ihlan discussed potential examples of requests and the need to clarify the policy itself; speaking in opposition to any action on such a policy at tonight's meeting without allowing for additional consideration. Councilmember Ihlan expressed concern that resolutions were included in such a proposed policy since their intent varied; and questioned the ability of Councilmembers to bring forward recommended recognitions.

Councilmember Roe opined that having a policy in place did not preclude anyone from the public or City Council bringing a request forward; but in fact provided bullet points for arguing for or against a specific request and allowing for City Council discussion. Councilmember Roe spoke in support of having a written policy in place, tied to the *Imagine Roseville 2025* community visioning process.

Mayor Klausing clarified that the intent of the policy is not to control what Councilmembers can bring forward, noting that as an elected official, they could bring forward any request; but the intent was to have a more formal policy in place, better articulating why a request is relevant for action by the City Council, and providing a framework for evaluation.

Councilmember Ihlan opined that she was not opposed to having policy guidelines, but that it should be ultimately up to the City Council to make those decisions; as long as such a policy was to frame discussions and not provide rationale for denying requests.

Councilmember Pust advised that when she had brought a recent request forward, she was not aware that there was an unwritten policy; however, she expressed her appreciation of tonight's discussion; and clarified that it was not her intent through this discussion that any pending requests be restricted or put on hold; and expressed her anticipation that the pending request be brought forward at a future meeting. Councilmember Pust expressed her interest in going on record that she was not attempting to restrict anything.

Councilmember Johnson opined that this policy would be a great step, and concurred with Councilmember Roe in the need to recognize that the health of the community was based on its volunteers, diversity and ethnic groups; and that the policy should provide an opportunity to recognize as many of those people as possible to make them feel comfortable as part of the Roseville community.

City Manager Malinen offered that staff draft some policy guidelines for City

Council consideration in the future; as well as having the pending proclamation request on the next meeting agenda.

Klausing moved, Johnson seconded, that the City Council adopt the following policy concerning proclamations or resolution issued by the City Council:

- Such proclamations or resolutions must relate specifically to an interest of the residents of the City of Roseville;
- Such proclamations or resolutions must relate to a stated policy of the City of Roseville as established in documents such as *Imagine Roseville 2025*;
- Such proclamations or resolution may be adopted to recognize the achievements of individuals or groups with a Roseville connection or to support the philanthropic works of such individuals or groups.
- The Council will not consider proclamations or resolutions designed primarily to advance the political, financial, or religious viewpoints and/or agenda of an individual group.

While not disagreeing with the apparent proposal, Councilmember Ihlan expressed concern that the proposed policy included reference to resolutions; and opined her preference to reviewing the proposed policy in writing prior to the next meeting and potential action.

Mayor Klausing expressed his willingness to amend the motion to address Councilmember Ihlan's concerns related to resolutions.

Amendment to the Motion

Klausing moved, Johnson seconded, that the City Council adopt the following policy concerning proclamations issued by the City Council:

- Such proclamations must relate specifically to an interest of the residents of the City of Roseville;
- Such proclamations must relate to a stated policy of the City of Roseville as established in documents such as *Imagine Roseville 2025*;
- Such proclamations may be adopted to recognize the achievements of individuals or groups with a Roseville connection or to support the philanthropic works of such individuals or groups.
- The Council's policy is not to adopt proclamations designed primarily to advance political, financial, or religious viewpoints.

Roll Call (Amendment)

Ayes: Johnson; Ihlan; Pust; Roe; and Klausing.

Nays: None.

Councilmember Ihlan reiterated her preference for a week to review the proposed policy by the public and individual Councilmembers before adoption.

Roll Call (Original Motion as Amended)

Ayes: Johnson; Pust; Roe; and Klausing.

Nays: Ihlan.

Motion carried.

- 14. City Manager Future Agenda Review**
City Manager Malinen distributed upcoming agenda items.
- 15. Councilmember-Initiated Items for Future Meetings**
- 16. Adjourn**
The meeting was adjourned at approximately 8:35 p.m.

* Such proclamations may correspond to Federal or State government observances or recognitions (or the equivalent) of individuals or groups



~~September 27, 2012~~

Proclamation Policy

On ~~June 7, 2010~~ the Council adopted the following policy ^{relating to} ~~for accepting~~ proclamation requests.

The policy outlines ~~four (4)~~ criteria that should guide staff when considering a request for proclamation.

They include:

- Such proclamations must relate specifically to an interest of the residents of the City of Roseville;
- Such proclamations must relate to a stated policy of the City of Roseville as established in documents such as *Imagine Roseville 2025*;
- Such proclamations may be adopted to recognize the achievements of individuals or groups with a Roseville connection or to support the philanthropic works of such individuals or groups;
- The Council's policy is not to adopt ~~the~~ proclamations designed primarily to advance political, financial, or religious viewpoints. **or to urge awareness or support of particular medical afflictions or other charitable causes.**

(Inserted from ~~June 7, 2010~~ Council minutes)

~~Klausing~~ moved, ~~Johnson~~ seconded, that the City Council adopt this policy concerning proclamations issued by the City Council.

Roll Call

Ayes: ~~Johnson, Hlan, Pust, Roe, and Klausing~~

Nays: ~~None~~.

Note that "proclamations" under this policy include any Council motions with the equivalent effect of a proclamation - taking an official action by the Council on behalf of the City to recognize or draw attention to the subject matter.

This policy does not preclude the Council from adopting legislative priorities or (within statutory limitations) advocating for or against measures on the ballot in Roseville, nor does it preclude individual councilmembers from exercising their first amendment rights.