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Chair Becker was fine with it either way. He asked for other Commissioners opinions.

The other Commission members gave no opinion either way. Mr. Bowman stated initially there was a request that the summary was to be substituted in place of the minutes but because his summary was not the official minutes, he could not do that so he instead put them on as an addendum. Chair Becker clarified that he was letting Mr. Bowman know that the revised version of the minute prepared for staff by TimeSaver now included much of Mr. Bowman’s summary because TimeSaver sometimes looks for feedback and in this case the Commission was deferring to Mr. Bowman’s summary because they liked them better and they were also previously submitted officially to the Council. Mr. Bowman indicated it did not matter to him if they had the addendum or not and it was up to the Commission.

Chair Becker moved and Commissioner Grefenberg seconded a motion to remove Attachment A from Agenda Item 4. **Motion passed unanimously.**

Chair Becker asked if there were any other changes to the minutes. Commissioner Grefenberg stated there were a few changes he had. He stated on line 263 and 264, they should insert Congolese before family and then he had a spelling correction, the word Nepali should be Nepal. He stated at the very beginning they should not delete “part of meeting” in the attendance list because Lisa McCormick was only here for part of the meeting and they should keep it in the minutes.

Commissioner Grefenberg moved and Commissioner Manke seconded a motion to approve the June 11, 2015 meeting minutes as amended. **Motion passed unanimously.**

Public Comment

Ms. Lisa McCormick, Wheeler Street, stated at the last meeting she was at, she requested a correction and she did not see it in the packet. She passed out copies of the changes to the Task Force minutes she requested changes to.

Commissioner Grefenberg indicated it was normally the process of the Task Force to approve its own minutes. Ms. McCormick indicated the Commission was being asked to accept the changes and with all due respect to the Task Force, it was submitted and put into the public record via the Commission packet prior to any Task Force approval of its minutes and because it was submitted to the public record, she would like to add her comments and correction to the public record.

Commissioner Grefenberg hoped at the Task Force’s next meeting they will discuss this. He stated he has had communications with Ms. McCormick on this issue and he thought it was best they should take a look at it and have the Task Force approve it.

Chair Becker suggested that as a procedure it would be best to not include un-adopted task force minutes as a task force report in order to avoid this sort of confusion in the future.

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Old Business

A. Progress Reports on Priority Projects for 2015 (continued)

i. Priority Projects for 2015

1. Assist and encourage the formation of Roseville neighborhood associations

Commissioner Grefenberg reported that at the last meeting of the Neighborhood Association Task Force he had submitted his resignation as co-chair of that Task Force. Following that, he had suggested that Jerry Stoner replaced him as co-chair to serve along with the other co-chair, Donna Spencer. He indicated he will remain on the Task Force but wanted someone who would be able to conduct meetings more effectively than he could.

Grefenberg then asked Spencer give an update on the current Task Force work. (Jerry Spencer arrived at the meeting at this time.)

Task Force Co-Chair Donna Spencer distributed a written report to the Commission, a copy of which is attached and made a part of this record.

Task Force Co-Chair Stoner updated the Commission on the Task Force timeline; he indicated the Task Force to date was on track to complete by August 6, 2015, the date for packet submission to this Commission. The Task Force's and he thought their last meeting was August 5th, 2015. He added the Task Force has two meetings left and was of the opinion it had enough time to complete all that it was going to realistically complete within that time.

Stoner said there were some differences of opinion within the group, but he felt the group now had a strategy for tying that out in a way that is acceptable to everyone. What they are going to do is be providing footnotes in the final report that will note areas of concern. There are a bunch of different issues were one or two people have concerns but there is somewhat of a majority opinion. They will note that when they come across it. He thought there is likely to be at least one place where they will provide two complete versions of a particular point because the differences are too major to be captured in just a footnote.

Mr. Stoner stated the goal is to sidestep the fact that they dissent from each other and to acknowledge the problems center t more on questions of fact which they cannot realistically without consulting with City staff or the Council. They wanted to present the information to the Commission so they can take the time to dissect all of the issues and really know everything they were thinking.

Ms. Spencer updated the Commission on where the Task Force was on their topics. Originally they began with a multi-page list that included eight topics; this list had been reviewed with the Commission at its May 14th meeting. Since then, she reported, the

137 Task Force has taken out all of the sub-points and condensed them into a shorter list. The
138 main thing she wanted to highlight for the Commission was they have condensed all of
139 those issues but one into six topics, which are divided under the Commission’s two
140 charges to the Task Force; these charges were: (1) to make recommendations for the City
141 to encourage and facilitate the formation of neighborhood associations; and (2) to make
142 recommendations on how the City can foster and facilitate neighborhood participation
143 and civic decision making.

144
145 Task Force Co-Chair Spencer continued that there is only one topic in that original list
146 that their final report in August will not address. That item concerned topics outside
147 Neighborhood Associations: other ways neighborhoods could participate in civic decision
148 making. They have narrowed their report to just focus on neighborhood associations and
149 the interaction between the City and the neighborhood associations.

150
151 Ms. Spencer stated she wanted to highlight to the Commission where they are at in the
152 current drafting of the report. She thought as a group they are in a decent place with the
153 first topic, “What are the Purposes of a Neighborhood Association” and the second topic,
154 “What are the Benefits of Neighborhood Associations.” Also with Item 4, “How Can the
155 City Encourage and Facilitate Neighborhood Associations,” they have had a lot of
156 discussion and made a lot of progress on clarifying that issue.

157
158 Ms. Spencer stated what they are still working on is Issue 3 “Whether the City Should
159 Adopt Some Kind of Policy around Neighborhood Association.” She indicated this is a
160 very complicated issue for their group. One major subtopic under this is whether the City
161 should somehow recognize neighborhood associations and what the criteria should be.
162 That is one they are still discussing but will definitely have in their report the different
163 opinions that have come out of that discussion. Also, the Task Force is still working
164 through Items 5 and 6 in their original list The Task Force’s focus has been really around
165 the communication between the neighborhood association and the City.

166
167 Ms. Spencer stated she also wanted to highlight examples of how they have reported the
168 Commission feedback. There are four Commission comments they have been
169 processing. One is the definition of civic engagement, which has been included in the
170 draft now. There has also been discussion around inclusion of renters and business
171 owners and they have incorporated text related to that. On this specific issue there will
172 be a footnote because there has been a lot of discussion and differences in opinion on
173 whether business owners should be included. They also have already incorporated the
174 notion of integrating neighborhood associations into the City’s notification process. One
175 thing she added in her handout is she thought the Commission suggested they be clear
176 that they are not talking about homeowners associations.

177
178 Ms. Spencer stated two areas of Commission feedback which the Task Force has not
179 addressed was providing a tool kit or resources for how an interested person could form a
180 neighborhood association. Secondly there was the Commission’s suggestion to be
181 mindful of outreach to underrepresented groups, but she understood that the Commission

182 had acknowledged this was something it could play a role in. Right now, their draft
183 report does not explicitly address this issue but the Task Force had discussed the notion
184 that the Commission would be a good body to proceed with that issue.
185

186 Commissioner Ebony Adedayo asked if the Task Force had modeled some of its policy
187 making after what had been done in Minneapolis and St. Paul, which have two vibrant
188 neighborhood networks. Ms. Spencer responded that they had started their deliberations
189 by looking at materials from other cities. She was not sure if they looked at Minneapolis
190 or St. Paul but they did look at other cities, such as Edina, and also reviewed a city in
191 West Virginia where her family lived because it had done a lot with neighborhood
192 associations. They did look at other cities but in no way have they exhausted their
193 research. Mr. Stoner indicated they did look at St. Paul.
194

195 Commissioner Grefenberg, a Task Force member, responded that he had looked at St.
196 Louis Park and at the City of Minneapolis. He stated he attended a conference
197 Minneapolis hosted on neighborhood associations, He concluded that there has been at
198 least some research done, but commented that St. Paul and Minneapolis are so large that
199 the Task Force had focused on suburban examples such as St. Louis Park and Edina.
200

201 Ms. Spencer stated it is also really relevant because even in the small number of
202 examples they looked at there was a lot of variation in terms of how formal a city got.
203 Edina has definitions and criteria for what is a neighborhood association but her
204 hometown has no formal policy on it but both of them have vibrant neighborhood
205 associations. There are many different variations and they can see the pros and cons for
206 each of those.
207

208 Commissioner Gardella thought they have already done a tremendous amount of work
209 but the point about pros and cons was interesting. Commissioner Gardella thought there
210 was some way they could be thinking about the pros of a more formal approach and
211 asked what does it limit and who gets excluded if it is a more formal approach. Also,
212 what are the benefits of having it less formal and what do they lose if it is less formal,
213 which may help the Task Force in its planning.
214

215 Commissioner Grefenberg indicated they have discussed the pros and cons at great length
216 within the Task Force. Ms. Spencer stated as they spend more time on that section they
217 will work on the pros and cons for the report.
218

219 Ms. Diane Hilden, Bayview Drive, stated she wanted to take this opportunity to apologize
220 publicly to the members of the Task Force for losing her temper at a recent meeting. It
221 was not a great performance and not something she was proud of. She stated it came out
222 of a great frustration of feeling like the Task Force was not representing individual
223 members of the Task Force. She stated there was a struggle and several members left the
224 Task Force and there continues to be a struggle. She stated she started the Lake
225 McCarron's Neighborhood Association, which Ms. Sanders has taken over and done such
226 a gracious job over the last several years. She stated she was also working in St. Paul on

227 the District Council System as a Community Organizer working with the neighborhood
228 associations so she has some familiarity with this concept and she really felt this was a
229 confused concept and she has a hard time because of making too many rules and
230 regulations.

231
232 There is something interesting about the organic nature of neighborhood associations, .
233 That is when they tend to operate the longest and best and there are really only two in
234 Roseville at present after all of these years and people have talked to her on and off for
235 many years about starting one up and then never doing it. This is a subject that is near
236 and dear to her heart and felt a lot of the disagreement was because from the beginning
237 they did not air whether this was a good idea to impose neighborhood associations or
238 some kind of rules and regulations about them. She understood the new culture in
239 Roseville that they are all talking about, a community engagement and she supported that
240 kind of culture but she felt this is a very complicated topic and represents lots of different
241 avenues and the work that a number of people on the Task Force has done has been
242 outstanding. She stated she did not agree with and would not support, at this time, any
243 regulation of any formal way at this point to be made to the City Council because she felt
244 they needed to investigate more what is already being done in Roseville. She stated they
245 need to look more into the neighborhood watch program, which is kind of a
246 neighborhood association, before they proceed. She thought a lot of ground work has
247 been done that could be useful for future things.

248
249 Chair Becker stated this report will be coming back to the Commission at the August 6,
250 2015 meeting, which they will then discuss in depth and form an opinion before bringing
251 it forward to the City Council.

252
253 Commissioner Sanders asked how the Task Force came to be made. Chair Becker stated
254 the Commission created the Task Force. Commissioner Gardella stated it was part of the
255 recommendations that an earlier task force of the Human Rights Commission had
256 organized; then the Commission proceeded forward with that earlier recommendation and
257 included it on their work plan presented to the Council last December. The Council
258 approved it as priority for the Commission to determine what the City could do to
259 encourage and facilitate neighborhood associations. Subsequently the Task Force was
260 formed by the Commission to help explore that.

261
262 Commissioner Gardella commented that if what comes to them in August includes still
263 big, meaty questions, the Commission will not be forced into something by the August
264 24th City Council presentation. She was OK with going to the City Council and
265 explaining the Commission needed more time to review and discuss the issues.

266
267 Commissioner Grefenberg indicated for a correction commented for the record that there
268 are three neighborhood associations in Roseville, not two.

269
270 Commissioner Gardella stated the Commission should be open to extending their
271 discussions regarding this topic if need be.

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Commissioner Adedayo stated she was really excited about this; as a resident she was not aware that neighborhood associations existed in Roseville. She thought this was a great opportunity to get community members involved in the civic life and happenings of the City.

2. Create Learning Events on community engagement in Roseville

Chair Becker stated the primary thing they have been talking about is a partnership proposal with advocates.

Commissioner Gardella stated she was working on this in partnership with Commissioner Sanders and they have a meeting with the Advocates for Human Rights next week to flush out the proposal a little more in light of the City Council’s revised strategic priorities document. So she hoped there would be more to report at their next meeting.

3. Joint Task Force with Planning Commission to study notification issues and formats

Commissioner Manke reported this joint task force had their second meeting; and everything is going well and it was clear that the members of this Task Force are committed to this. . She indicated they have not gotten into anything in depth but she thought that they were such short staffed the first time that this time they had more people involved so it was just a catch up meeting. They have another meeting coming up on Thursday, July 16th so she hoped they would get a little further on that.

Commissioner Grefenberg indicated the July 16th meeting is open to the public and is held at 6:00 p.m. in the Aspen Conference Room at City Hall.

4. Online civic engagement module for city website

Chair Becker indicated this is the module they are adding with the vendor Granicus. The committee has not met since their last Commission meeting but he asked Mr. Bowman for an update.

Mr. Bowman suggested they have a meeting in the next week to talk about some policy issues, if they want to formalize a policy for submission of topics. He thought they were getting closer, tried to call their Granicus rep. today, and had to leave a message. One of their setbacks is the rep. they were working with left the company so they were shuffled to somebody else, which set them back a little bit. He thought they were back on track now and should be able to formalize everything in the next couple of weeks. He stated they are moving forward but thought they needed to make a policy recommendation to the City Manager.

316 Chair Becker asked if they had a go live date for the module. Mr. Bowman stated he
317 thought it would be before the end of the month and felt they were still on target for the
318 month of July.

319
320 Commissioner Sanders asked who would determine the policies. Mr. Bowman thought
321 they would make a recommendation as a committee to the City Manager. Included in
322 there would be staff seeking feedback on certain projects or looking for information and
323 then the other question is how they receive suggestions from outside of staff or Council
324 and is there a review process for that. The module does include an open ideation aspect
325 to it where anyone can suggest anything but he thought they wanted on the more formal
326 side of it to determine what the process is there.

327

328 **5. Assist in the Resumption of Roseville U Programs**

329

330 Mr. Bowman stated Roseville U programs will resume next week when the Police
331 Department and traffic issues are up.

332 Commissioner Grefenberg asked if there had been any new information on attendance.
333 Mr. Bowman answered that there are not any new numbers available. The programming
334 had a break during Rosefest but would be starting up again. He also noted the
335 programming will be available online and they will also contact previous attendees to
336 remind them of the program coming up.

337

338 Commissioner Gardella asked whether evaluations were done at the end of each session.
339 Mr. Bowman indicated they do send out evaluation forms now, although they were not
340 done in the beginning. Commissioner Sanders added she knows that the attendees are
341 sent an email evaluation because she has attended some of the programs

342

343 Commissioner Grefenberg asked if the evaluation was sent shortly after the program is
344 concluded. Commissioner Sanders stated it was.

345

346 Commissioner Sanders asked if the last program cancelled by the Police was going to be
347 brought up again. Mr. Bowman stated they are not going to bring that back this term and
348 will need to be a part of another Roseville U program.

349

350 **ii. Implementation of Other Strategic Recommendations**

351

352

353 Commissioner Grefenberg reported that some of the Commission's non-priority
354 recommendations dealt with the whole range of Commission and some discussions about
355 a uniform Commission Code. He advised the Commission that he and Scot Becker met
356 with two Councilmembers who were primarily involved in developing a code that
357 organizes things like absences and a variety of issues and that is coming up for the
358 Council at their next meeting. There may be some feedback. He has done a quick review
359 and it seems to be quite compatible in his opinion with some of their recommendations
360 contained in their seventy-item report to the City Council.

361
362 Chair Becker agreed and stated the intent is to consolidate and standardize much of the
363 Commission structure and ordinance in one spot and then have specific variances from
364 that on a Commission by Commission basis. He stated he took a look at the Code and did
365 not see anything obvious red flags in it. The attendance policy, which was one of their
366 recommendations, is in there in a couple of spots. He would encourage everyone to read
367 the Council packet to see what is being proposed. When he reviewed the Code, he did
368 not see any big change to the CEC that he could tell.

369
370 Commissioner Gardella asked if Chair Becker recalled when the election of the Chair and
371 Vice-Chair take place because they made a recommendation that it does not necessarily
372 have to happen when a Commission is formed. Chair Becker did not believe it was
373 specified. He believed that they specified the election of a Chair and Vice-Chair for
374 annual terms but he did not believe there was a planned date for the election. He asked
375 the Commission double check that item.

376
377 **b. Other Old Business**

378 **i. Strategic Initiatives from 2/17 and 2/18 Council/Staff Workshops**

379
380 Chair Becker stated the Council had discussed this and what they ultimately decided to
381 do was remove all but two of the Strategic Initiatives, including the Community
382 Engagement section. There were several commissioners who offered testimony both at
383 the Council and Commission levels with some concerns about either the priority projects
384 that they had under Community Engagement or the metrics they used to measure the
385 success of it. Because of that, the Council recognized some of the problems with that,
386 recognized the overlap with the existence of this Commission, and the easiest way to do
387 that was to strike that from the list of Strategic Priorities.

388
389 Chair Becker reported several Councilmembers had reached out to him after that and they
390 wanted to clarify with him personally that it did not mean they were devaluing the
391 Community Engagement Commission; rather it was a vote of confidence in the
392 Commission to do that work charged by the Council. Becker added that the Council will
393 be looking to the Commission to achieve those priorities.

394
395 Becker indicated, the Council's decision not to add the staff-recommended strategic
396 initiatives was, in his mind, a signal to the Commission that it was business as usual with
397 perhaps a higher level of expectation from the Council about how professional they are
398 going to be in their recommendations and making sure that they are successful.

399
400 Commissioner Grefenberg hoped the same professionalism would carry over to the
401 Neighborhood Association Task Force as well in the fact that they are developing an
402 overview of some very specific recommendations to make sure it represents the
403 neighborhoods. He thought this professionalism was a good thing. It is difficult because
404 they do not have staff at the Neighborhood Association meetings.

405

406 Commissioner Gardella wanted to make a note of appreciation that the Council was
407 flexible and more than willing to let that go and that they did recognize the value of this
408 Commission. Commissioner Grefenberg stated they have a Council that is very
409 interested in Civic Engagement and Community Engagement and he would agree with
410 what Commissioner Gardella stated. From his perspective, they have an opportunity in
411 the next year or so to do something on the five priority issues they have discussed.

412
413 **ii. Community Engagement Commission Webpage Content**
414

415 Chair Becker thought they talked the last time about a number of things they wanted to
416 add to it such as photos. He would like to add a photo of the new Commission but since
417 one Commissioner was absent, recommended they take the photo when all
418 Commissioners were present. They could also include photos of the Rosefest parade and
419 the Party in the Park.

420
421 Mr. Bowman asked if everyone was ok with the changes he made to the website after the
422 previous meeting. Commissioner Grefenberg thanked Mr. Bowman for sending the
423 changes out and he liked them but he indicated they did not discuss the changes as a
424 Commission.

425
426 Commissioner Grefenberg stated in early December of 2014 the Council approved their
427 priority projects for 2015 and the change Mr. Bowman sent to them was to contact people
428 listing specific contact people for each of those priorities. Chair Becker indicated he did
429 not have any specific objections to the changes and thought it was a good starting point.

430
431 Chair Becker explained to Commissioner Adedayo what the website consisted of and
432 asked her to review the topic and at some point think about what she, as a new
433 commissioner, found useful, what she did not find useful, and bring that back to the
434 Commission for discussion. Commissioner Adedayo stated she appreciated that and
435 would make that a priority. Commissioner Gardella stated Commissioner Adedayo has a
436 great communication experience and does great communication work for her
437 organization.

438
439 Commissioner Grefenberg thought it would be good for Commissioner Adedayo to go
440 back and look through some of their previous minutes because they were a valuable
441 resource.

442
443 **iii. Community Engagement Commission Social Gathering**
444

445 Chair Becker indicated Commissioner Manke has sent out an electronic invitation,
446 looking for perspective meeting dates for that social gathering and she may want to
447 include Commissioner Adedayo to get her input. He encouraged all Commissioners to
448 fill in their availability

449
450

451 **Chair, Committee, and Staff Reports**

452

453 **A. Chair's Report**

454

455 Chair Becker expressed his personal appreciation for the hard work that everyone had in the
456 Rosefest Parade and at the Party in the Park. He thought everyone came together without a lot of
457 formal discussion at the meeting and he thought it looked pretty good. He thought the booth
458 looked pretty good; he manned it for most of the day, and thought it was a delight to talk to the
459 number of people that stopped by. Chair Becker noted that Council Member Laliberte and
460 Planning Commissioners Boguszewski and Bull also staffed the booth during the day.

461

462 Chair Becker updated the Commission on the Rosefest booth activities. He stated there appeared
463 to be quite a few people that were not residents of the City stopping at the booth, either they were
464 visiting or worked in the City and he thought for next year when designing the booth they should
465 think about how they can incorporate drawing more people, residents or otherwise, into the booth
466 to talk to them.

467

468 Commissioner Manke thought they should open this up to the City Councilmembers as their
469 resting place to come back to during the event. She stated she had sent to all Commissioners
470 inviting them to stop by; she added she thought they might need to be a little stronger in asking
471 other Commissioners to help staff the booth. Commissioner Gardella thought it was a great
472 invitation, stated this was the first year, and now that people have seen the value of the booth she
473 thought it will get increasingly more crowded in the years to come. She thought the Commission
474 being the organizers of the booth was the perfect thing for them. She thought all of the
475 Commissions would benefit being there and listening to what people have to say.

476

477 Chair Becker thought as they include other Commissioners and Representatives they should have
478 some signage to recognize the Commissioners that are in the booth at the time they are there to
479 draw people in who are interested in certain Commissions.

480

481 Commissioner Grefenberg suggested the poster be displayed in the lobby because it advertises
482 the Civic Engagement module. Chair Becker asked where they thought they get more traffic
483 from interested parties this time of year, City Hall or the Oval. Mr. Bowman said he thought
484 there would still be more traffic at the Oval than at City Hall because they mostly get contractors
485 at City Hall. If they want to put something at the Oval that might be better. He stated he would
486 talk to the facility managers there to see if there is a place where the Commission could display
487 the poster.

488

489 Commissioner Grefenberg stated the cost of the poster was very reasonable and could have
490 another one made. He stated his second point was they came in under budget at approximately
491 \$270. He stated he really admire how it all came together and especially admire the persistence
492 of Commissioner Manke in securing a rather significant slot in the parade. He was impressed
493 that there were two Planning Commissioners at the Party in the Park and agreed with what has
494 been said and it would be great to involve others. He also thought it would be good to have more
495 of the Commissions participating in the parade.

496
497 Commissioner Sanders asked if there were any brochures handed out at the Party in the Park.
498 Commissioner Manke indicated there were. Mr. Bowman stated they had a hand out card that
499 they created for the module. Chair Becker added that Council Member Laliberte also provided
500 copies of the budget feedback form for distribution. Commissioner Manke thought having stuff
501 to hand out to people that stop by the booth is critical.

502
503 Chair Becker stated on August 24, 2015 they will be meeting in a joint meeting with the City
504 Council and therefore on August 13, 2015 the Commission will be discussing what they want to
505 present to the Council so he would like everybody to think about that so they can have a fruitful
506 discussion at the Council meeting. He thought they should at a minimum talk about their
507 progress on the main priority reports and get some feedback and get their suggestions for what
508 they should incorporate in next year's planning.

509
510 **B. Staff Report**

511 **i. Upcoming Items on Future Council Agendas**

512
513 Staff Liaison Garry Bowman reported the City Manager will present his recommended budget at
514 the next City Council meeting on July 13th. The Council will also be having some discussion of
515 the Community Engagement Commission and Human Rights Commission and discussing the
516 structures of those Commissions. He thought the Commission would be interested in those. He
517 also stated Mayor Roe and Councilmember Laliberte will be providing an update to the Council
518 on Community Engagement items they had discussed with the Commission last February. He
519 stated the only other items before their meeting on August 10, 2015 is a joint meeting with the
520 Human Rights Commission and that is also the night the Council will be holding the budget
521 hearing, which is an opportunity for residents to give their thoughts on the initial staff
522 recommended budget.

523
524 Chair Becker stated the two City Council agenda items for its next meeting of relevance to the
525 Commission are in the Council packet available on line and encouraged the Commission to look
526 at them. These items are a discussion on the Community Engagement and Human Rights
527 Commissions structures, including the possibility of merging them, and a presentation by Mayor
528 Roe and Council Member Lisa Laliberte on the topic of Community Engagement.

529
530 On the first item, Chair Becker explained that City staff has supplied three options to the
531 Council, including merging the Human Rights Commission with the Community Engagement
532 Commission. The second option would be to combine the two Commissions and expand the new
533 Commission's scope. The third option is keeping the current status quo of both Commissions.
534 This is somewhat being prompted by there being three vacancies on the Human Rights
535 Commission. He stated the Council meeting is more of a workshop meeting and he would be
536 surprised if the Council took action on this item. He indicated he had a brief meeting with the
537 City Manager, d Kari Collins who drafted the Request for Council action (RCA), and the Chair
538 of the HRC. At that meeting staff indicated they had five different opinions from the City
539 Council about what they would like to see happen. He expected there to be a churning of ideas
540 and perhaps a revision of proposals with this issue coming up again over subsequent meetings.

541 He thought there would be opportunity for the Commission to respond at later dates if it cannot
542 make the meeting on Monday.

543

544 Commissioner Gardella stated it was hard to make a recommendation not knowing more about
545 the work and charge of the Human Rights Commission. Commissioner Grefenberg stated some
546 of the specific items for retention in the staff RCA were the student essay contest and also the
547 Naturalization Ceremony,. He encouraged all Commissioners to be present at Monday night's
548 meeting because the Council perceives that as a sign of Commission interest. He also reported
549 that the Chair and Vice Chair of both the Human Rights and Community Engagement
550 Commissions were asked to be at that meeting, so he asked if Commissioner Gardella could be
551 there because Chair Becker would be out of town.

552

553 Commissioner Gardella indicated she could be at the meeting but she would not feel comfortable
554 making a recommendation to the Council because the Commission has not discussed this and she
555 did not feel personally knowledgeable enough about what is within the HRC's body of work.
556 She would feel comfortable saying the Commission would appreciate the opportunity to discuss
557 it further and the implications for it, but until the Commission could talk about it a little more she
558 did not think they had an opinion. Commissioner Grefenberg thought that once it was clear what
559 direction the City Council was preceding there would be an opportunity for the Commission to
560 provide feedback.

561

562 Commissioner Grefenberg said it was his understanding based upon discussions with a couple of
563 Councilmembers that the origin of these discussions was focused on the HRC. He did not think
564 it was meant in anyway as a criticism of this Commission.

565

566 Chair Becker agreed and thought if it was adopted as drafted the Commission would take on
567 additional responsibilities. He stated he had some personal opinions on this as well, which
568 mirrored the Commission's current discussion. He encouraged anyone to attend and voice their
569 opinion. He would appreciate it if Commissioner Gardella could be at the meeting and report
570 back to the Commission.

571

572 **ii. Other Items**

573

574 There were no other items to report.

575

576 **New Business**

577

578 **A. Definitions of Civic and Community Engagement**

579

580 Chair Becker noted the CEC's discussion in June in which we agreed to discuss the definitions
581 and distinctions of community engagement and civic engagement. He pointed to the packet item
582 8a, which was included by Commissioner Gardella, who was charged at the last meeting with
583 providing some definitions for the Commission to consider.

584

585 Commissioner Gardella stated it not uncommon that these two terms are used interchangeably
586 and yet they are very distinct bodies or work that include very distinct strategies. She did not
587 recommend that the Commission pick one or the other; it was clear that the work of the
588 Commission involved both community engagement and civic engagement. It is important,
589 however, for them to be clear on what they mean or what they want to say is how they think
590 about this kind of work. The definitions provided are offered as potential definitions they may
591 want to adopt, they could be fodder for conversation, or they could craft something different.
592 She indicated the list should not be considered exhaustive. She stated based on the definitions
593 she would like to propose a discussion on the distinction between “community engagement” and
594 “civic engagement,” and suggest that the Roseville Community Engagement Commission adopt
595 a working definition of each at the August meeting.

596
597 Commissioner Gardella did not think they wanted to make a decision at the meeting on a
598 definition. If there is something they all agree with and want to move forward with, that would
599 be fine. But she thought this was something they could have more conversation about and
600 should give everyone time to think about it. Chair Becker concurred and stated if there is
601 something that is universally agreed upon they could note that and then come back with a formal
602 proposal to take action on at a future meeting.

603
604 Commissioner Gardella stated she had a couple of broad ways to think about the distinctions
605 between community engagement and civic participation and for most people community
606 engagement is the broader term and civic participation is a part of that or somewhere along the
607 continuum of engagement. Often times people will do community engagement with a purpose of
608 getting people involved in politics, civic participation, getting people involved in impacting
609 policy, but for others that is not the goal of community engagement.

610
611 Commissioner Gardella stated for some people the goal of community engagement is helping
612 people connect to one another, helping people feel safe and welcome in their community whether
613 they get involved in City government or politics does not matter.

614
615 Commissioner Gardella reviewed with the Commission a sampling of definitions and principles
616 for consideration by the Commission.

617
618 **Community Engagement**

- 619 • Community engagement is connecting with the people who live, work, or do business in
620 St. Paul to identify issues and create equitable, sustainable solutions that improve their
621 quality of life. – *City of St. Paul Emerging Leaders Academy*
622
- 623 • Authentic community engagement is the intentional process of co-creating solutions to
624 inequities in partnership with people who know through their own experiences the barriers
625 to opportunity best. Authentic community engagement is grounded in building relationships
626 based on mutual respect and that acknowledge each person’s added value to the developing
627 solutions. – *Voices for Racial Justice*
628

- 629 • Community engagement is a process that includes multiple techniques to promote the
630 participation of residents in community life, especially those who are excluded and
631 isolated, by engaging them in collective action to create a healthy community. - *Building*
632 *the Field of Community Engagement*
633
- 634 • Community engagement is the process of working collaboratively with groups of people
635 who are affiliated by geographic proximity, special interests or similar situations with
636 respect to issues affecting their well-being. - *The Centers for Disease Control and*
637 *Prevention (CDC)*
638

639 **Community Organizing**

- 640
- 641 • The process by which people are brought together to act in common self-interest,
642 empowering all community members with the end goal of resolving specific issues and
643 distributing power equally throughout the community. - *adapted from Changemakers*
644

645 **Civic Engagement or Civic Participation**

- 646 • Individual and collective actions designed to identify and address issues of public concern.
647 Civic engagement can take many forms – individual volunteerism, volunteering on city
648 commissions and committees, involvement with neighborhood groups or other non-profit
649 civic organizations, and/or organizational involvement for electoral participation. It can
650 include efforts to directly address an issue, work with others in a community to solve a
651 problem or interact with the institutions of representative democracy. – *American*
652 *Psychological Association*
653

654 **Principles of Authentic Community Engagement**

- 655 • Honoring the expertise in the community. Communities have the knowledge, experience
656 and capacity to identify challenges and to be a part of solutions.
- 657 • Commit to communities. Ensure that engagement efforts leave the community better. Stay
658 in it for the long term.
- 659 • The goal of authentic community engagement is to work WITH communities NOT FOR,
660 on behalf of, or to do things TO communities
- 661 • Understand the historical context in which previous attempts of engagement have
662 been occurring. What are the stories of success, lessons learned, barriers, and
663 tensions?
- 664 • Immerse yourself in the community, “establish relationships, build trust, work with
665 the formal and informal leadership, and seek commitment from community
666 organizations and leaders” to co-create (create together) solutions.
- 667 • They should be intentional in addressing power imbalances especially those affecting the
668 ability of the community to act as an equal partner.
- 669 • Recognize, respect and appreciate the diversity/differences within and across communities.
670 Awareness of the factors impacting communities’ ability to exercise their power (like
671 historical trauma, oppression, disenfranchisement, etc.) must be intentionally addressed
672 while co-creating, planning, designing, and implementing approaches to engage a
673 community.
- 674 • Expect tension. Authentic engagement is not necessarily easy or peaceful.
675

676 Commissioner Gardella asked how the Commission would like to proceed and what would be
677 helpful for them to know and do in terms of these definitions.

678

679 Commissioner Adedayo stated she appreciated the distinction between civic engagement and
680 community engagement because they are very similar and she did not realize how distinct they
681 actually are. She really liked how Voices for Racial Justice approaches the definition as well as
682 Building the Field of Community Engagement, which is an initiative of Nexus Community
683 Partners. Commissioner Gardella stated in full disclosure, Nexus Community Partners is the
684 organization she works for and Building the Field of Community Engagement is part of her
685 work.. Commissioner Adedayo thought they were both really great.

686

687 Commissioner Grefenberg asked for clarification on which items Commissioner Adedayo liked.
688 Commissioner Gardella indicated the items were 2 and 3.

689

690 Commissioner Adedayo supported moving forward a hybrid of both of those, including language
691 around what communities are traditionally excluded or marginalized. They should get
692 mentioned because then there is an understanding of who it is they really want included.

693 Commissioner Gardella thought that was an excellent point as traditionally, community
694 engagement has been oriented towards under-represented communities and marginalized
695 communities. It has a lot to do with equity and sharing power. She stated naming that and being
696 explicit about that feels right to her.

697

698 Commissioner Grefenberg said concurrently the Neighborhood Association Task Force has been
699 discussing civic engagement and what it means. Last night it adopted, for working purposes, the
700 definition noted at the bottom of page one, continuing on page two. That was the very definition
701 Civic Engagement Task Force, the precursor to the Commission, had developed a few years ago.
702 He thought defining community and civic engagement was primarily the decision of the
703 Commission but the Task Force was using the one at the bottom of the page one.

704

705 Commissioner Adedayo stated her only thought on that is based on the distinction he provided;
706 Community Engagement is more long term relationship building with neighborhood
707 organizations. They are there for forty-fifty or more years and their particular issues they
708 organize around in that time span, such as getting a sidewalk or transit system; after the people
709 are done organizing around that issue the relationship continues because of the aim of the
710 organization.

711

712 Commissioner Grefenberg thought it was also when the Council, over a year ago, discussed the
713 creation of this group, largely the work of Councilmembers Willmus and Laliberte and they
714 chose the term Community Engagement. He personally thought it was to recognize the broader
715 nature of community engagement though many of their projects would probably fall under civic
716 engagement. He stated during the discussion last year among the Task Force he had done a
717 research on those terms leading up to their decision. He asked to distribute the research to the
718 Commission. He thought Commissioner Sanders would agree that during the discussion at a
719 Council retreat last February, Councilmember use them interchangeably, which he thought
720 caused confusion.

721

722 Commissioner Grefenberg stated his only suggestion is they add something on the background
723 for this discussion; his only point was he found it easier ninety percent of the time to describe
724 community engagement as a broad term which encompasses civic engagement but he was also
725 open to making the distinction in the manner articulated tonight. He indicated he was not sure
726 but for him it would be an easier way of stating what they are doing by saying civic engagement
727 is a form of community engagement.

728

729 Commissioner Grefenberg thought it might be useful, if and when they recognize that the terms
730 are distinct, but he thought it helps with the understanding to see civic engagement as a specific
731 type and the additional things on page two of his handout under civic engagement, the two
732 bullets are not critical. He thought those are more descriptive and anecdotal types of things and
733 he did not think they needed to include those. Chair Becker thought they were more rationale for
734 why they would want to do it. Commissioner Grefenberg agreed.

735

736 Commissioner Grefenberg stated his suggested changes are to recognize the confusion, the
737 Council citywide, and in some way recognize that most people use them interchangeably but
738 they are different and civic engagement in some ways is a specific form of community
739 engagement.

740

741 Chair Becker thought if one of those sections was rationale and the beginning part is somewhat
742 of a preamble. He stated the one he found most interesting to talk about is civic engagement
743 being a subset to community engagement.

744

745 Commissioner Gardella stated she was working under the assumption that it was important for
746 them as a Commission to have a definition or have some language that distinguishes the two
747 considering they are called the Community Engagement Commission and a lot of their work is
748 around civic engagement. She saw their role as helping clarify some of current discussion, not
749 just for the Council, but for others as well. It is just common and happens all of the time. She
750 stated if others agreed with that, and if so, it is important for them to have conversations about
751 what sounds and feels right, given their work, what language does not feel right, what questions
752 they have about that and then making sure it matches up and aligns with what they are charged
753 with doing. She thought that was another important part of the piece.

754

755 Commissioner Manke thought both Commissioners Adedayo and Gardella had a really good
756 handle, being their backgrounds and she would be fine with letting them come up with
757 something more definite or formal for the Commission to look at. Commissioner Sanders
758 indicated she was taking it all in at this time.

759

760 Chair Becker agreed with Commissioner Adedayo and liked bullet points two and three because
761 they get at the root of the relationships. Bullet points one and four do have value because they
762 define a certain amount of scope in that the first bullet point not only talks about people living
763 here but also people working here and he thought they should incorporate that somehow in the
764 definition. He also thought there is a certain amount of geographic proximity so communities

765 are bound not only by social strata or ethnic or racial backgrounds or nationalities but also by
766 geography. Whatever definition they do, he would like to see that incorporated into it.

767
768 Commissioner Grefenberg said he saw a distinction from the draft from Commissioner Gardella
769 and his background draft and thought both were important. He would like Commission
770 consideration to include the background to show why they are discussing this because this will
771 be something eventually the Council will see. The other thing is the definition of community
772 because he thought the term community included more than a geographical are, but groups such
773 as communities of faith and of color he thought it may be useful to recognize that fact. He
774 thought that might be useful to explain that community means different things to different
775 people. Commissioner Gardella thought her bullet point four covered that item.

776
777 Commissioner Gardella thought they could make sure there is some kind of sentence about that
778 when they come to the point of adoption of the definition. Commissioner Grefenberg agreed.

779
780 Commissioner Grefenberg stated he was very interested in the item on the second page of
781 Gardella's draft, the Principles of Authentic Community Engagement; he thought it has some
782 relevance of the work of the Task Force as well.

783
784 Commissioner Gardella she understood that it would be helpful to have a definition of
785 community engagement and a definition of civic participation, and there may be some bullets of
786 rationale of why those particular pieces of work are important. She stated she was going to
787 disagree with Commissioner Grefenberg on adopting his background piece and did not think for
788 the purposes of their Commission that was relevant. She thought their motivation was this is their
789 work and they need to be clear about what it is that they are saying their work is. She would like
790 to offer some language, a different background or preamble or something. Commissioner
791 Grefenberg said he heard her point. He stated he liked the principles and thought it might be
792 useful to include them in the final document.

793
794 Chair Becker asked how much the principles hinge on the definitions they pick or what her
795 motivation was. Commissioner Gardella stated the principles help articulate the distinctions.
796 That might help give some examples or ways to see the differences. What she would not be very
797 expert at is coming up with a set of principles for civic participation and she would look for help
798 with that.

799
800 Chair Becker thought as they discuss this further they will determine what exactly the
801 relationship between the two definitions is. He stated he did not have an opinion yet but thought
802 at some point this will become more of a living document. Commissioner Gardella imagined
803 this being posted on their webpage.

804
805 Commissioner Manke stated this is originally what the Council came up with and then the
806 Commission has kind of already done this. She wondered how any of those things come into
807 this. Commissioner Gardella stated it is a little tricky and a lot of their priorities are more civic
808 engagement than they are community engagement. She thought there is great possibility with
809 the Advocates for Human Rights proposal, depending on how that is constructed and how that

810 process develops, to be a really good community engagement strategy. The work could be
811 designed with listening sessions with the community and underrepresented groups to get
812 feedback on specific questions or just to be open to hearing what people have to say. The caveat
813 to that is they have to have some confidence or some assurance that where that information goes
814 in the City, there is some response to it. She did not know how to do that.

815
816 Commissioner Grefenberg said what he thought was missing in Commissioner Gardella's earlier
817 remarks, was an item she had referred to as public participation communicates to participants
818 how their input affected the final decision. In a separate document, he would like the
819 Commission to come up with core values of public participation.

820
821 Commissioner Gardella thought what he presented could be the basis for the list of the civic
822 engagement principles. Commissioner Grefenberg indicated that document has been vetted by
823 the City of Minneapolis and this organization and he has seen it in a couple of other cities but he
824 thought it would be useful. He especially liked what she said about civic participation requiring
825 that the deciding body, whether it is County, City or a Commission, communicates back to the
826 participants how or whether their input had any impact.

827
828 Chair Becker thought they should frame the definitions and make a couple of core principles
829 would make sense to start with but there will be additional work needed to frame out how it is
830 they form their priorities so there will be ample time for the next level down.

831
832 Commissioner Manke stated if something changes with the other Commission (Human Rights)
833 and they were to combine, it is a constantly moving, evolving thing so she did not know if they
834 could always lock themselves into one thing.

835
836 Commissioner Adedayo stated the Met Council recently revised their public participation plan,
837 which could be a really awesome tool in developing their principles and guidelines as well. She
838 stated she saw the first priority of developing neighborhood associations as more community
839 engagement because they are longer term. She think there are issues neighborhood associations
840 work on but that relationship is established that they do not break apart when the issue goes away
841 so she thought that could be one of the areas where they really infuse some of their community
842 engagement principles definitions.

843
844 Commissioner Gardella thought for the Commission the community and civic engagements are
845 clearly connected so where one supports the other Roseville U could be a wonderful tool to use
846 and there are different ways these two could serve each other.

847
848 Chair Becker agreed most of the items for this year are civic engagement items but they will be
849 coming up with a list for next year so they could change that.

850
851 Commissioner Gardella recapped what the Commission discussed and indicated what the
852 Commission still needed to work on.

853
854

855 **Commission Communications, Reports, and Announcements**

856

857 Chair Becker indicated he did not have any items to discuss.

858

859 **Commissioner-Initiated Items for Future Meetings**

860

861 Chair Becker stated thought they would have a full agenda in August because they will need to
862 prepare for the Council meeting and he thought it would take up a large block of their meeting
863 depending on discussion. If they are expecting the Neighborhood Association Task Force report,
864 they may want to introduce it and digest it at a future meeting.

865

866 Commissioner Adedayo asked for clarification on what the Council joint meeting will include.

867 Chair Becker explained the reason for the joint meeting.

868

869 Commissioner Gardella stated Commissioner Sanders and herself will be meeting with the
870 Advocates next week and will have a more revised agenda or proposal for the Commission to
871 discuss; then the Neighborhood Association Task Force Report will be another work item; it
872 seems like those are the biggest pieces to report to the Council and the other three are just
873 updates, she concluded.

874 **Recap of Commission Actions This Meeting**

875

876 The Commission recapitulated the Commission actions taken at the meeting.

877

878 **Adjournment**

879

880 Commissioner Manke moved and Commissioner Adedayo seconded a motion to adjourn.

881 **Motion passed unanimously.** Meeting adjourned at 8:40 p.m.