



47 Chair Becker noted that tonight the Commission would be receiving the Task Force Report from  
48 a Task Force co-chair of the Task Force, Jerry Stoner. Co-Chair Jerry Stoner would walk the  
49 Commission through the report and answer Commission questions, as well as some public  
50 comment. He added that that the Commission would have several future meetings to review the  
51 Report and decide what recommendations to make to the Council; because of tonight's heavy  
52 agenda he encouraged the Commission to simply receive the Report, with subsequent meetings  
53 devoted to discussion of the Report's particulars.

54 .Task Force Co-Chair Stoner walked through the various sections of the Report. The first  
55 section, the Introduction, was factual with the second and third paragraphs focused on Task  
56 Force membership changes during the course of its meetings. He reported that the Task Force  
57 spent some time on definitions, the report's second part.

58  
59 The two sections which follow, the Purposes and Benefits of Neighborhood Associations,  
60 although not necessarily part of the Task Force's original mission, took up a lot of time because  
61 it became clear that a lot of our discussion was focused on these two topics; as such the Task  
62 Force wanted to capture the content of those discussions. The Task Force discussed the different  
63 kinds of groups that people could have, from fairly informal social groups to Neighborhood  
64 Watch all the way to Neighborhood Associations with a 501c3. tax status. The second topic  
65 considered the benefits of neighborhood associations. At the end there appeared to be a broad  
66 agreement on these topics, Co-Chair Stoner indicated.

67  
68 He thought the next section, *City Recognition of Neighborhood Associations*, was probably the  
69 most controversial section d in the Report. They ended up creating footnotes for this section in  
70 order to show where there was disagreement What is now included in the Report is what the task  
71 force finally agreed upon near the end of its work, breaking City Recognition into two parts,  
72 Minimal Standards (on which there was broad agreement) and Other Neighborhood Association  
73 Recognition Criteria considered but not yet agreed upon by the Task Force. He added that there  
74 probably was a lot more to this item than the actual text conveys.

75  
76 Stoner added as an example the issue of an Annual Meeting requirement. The discussion was  
77 not about whether a Neighborhood Association should have an annual meeting, but the point was  
78 how to make sure a neighborhood association not become a paper organization organized by one  
79 person 'in their garage' and once recognized by the City would continue interminably. The Task  
80 Force thus decided to leave this up to the Commission.

81  
82 Stoner continued by noting that probably the most important section was the next section: how  
83 the City could encourage and facilitate the creation of more neighborhood associations. This  
84 was the core of the original charge to the Task Force, and a lot of this section comes from Task  
85 Force members themselves who have run neighborhood associations; focused on what they  
86 want, what they needed when they first started, and what do they feel they need today. He felt  
87 there were a lot of very strong recommendations there.

88  
89 Stoner stated the final two sections in the report were on how the City can communicate with the  
90 neighborhood associations and how the Neighborhood Associations could communicate with the  
91 City. A lot of this ends up being how do they identify themselves to the City as an association

92 and how do they communicate to the City. Some of this needs to be put together because  
93 someone who wants to form a neighborhood association might not have been on a Commission  
94 and know there is a contact form available.  
95

96 Chair Becker thanked the Task Force for all the work they have done on the report, including  
97 Donna Spencer the other Task Force Co-Chair who could not be present tonight. Commissioner  
98 Theresa Gardella added she had no idea on how complicated the charge of the task force could  
99 be in the sense that there is so much to think about and she appreciated the depth in which the  
100 Task Force went into even if it was beyond what the original scope was. She thought this was so  
101 much more valuable because of the people actually leading neighborhood associations were a  
102 part of this. She appreciated the thoroughness of the Task Force. Mr. Stoner stated he was not  
103 aware of all the work when he first volunteered for the task force entailed either.  
104

105 Commissioner Jonathan Miller stated he was curious if anyone had seen anything about  
106 requirements different municipalities might have for by-laws or election standards, and how the  
107 leadership is chosen for different organizations. He stated he would be interested to see what  
108 other entities have for suggestions regarding this.  
109

110 Mr. Stoner stated they did end up looking at Edina, Morgantown West Virginia, St. Louis Park  
111 and some consideration for Minneapolis. A lot of those were very top down so unlike in  
112 Roseville where there were neighborhood associations before the City even knew or cared, the  
113 other cities reviewed decided to have neighborhood associations before there were any in the  
114 City. In Edina's case, they set the boundaries for the different neighborhood associations in the  
115 City. Edina does have a complex system in place with by-laws listed but in Roseville's case the  
116 Task Force ended up not necessarily prescribing that there needed to be by-laws because what it  
117 really focused on was the bare minimums and how two-way communication between the  
118 neighborhood and the City could occur.  
119

120 Mr. Stoner stated they did not go with by-laws because it did not fit in the evolution of the  
121 associations in the City. Commissioner Gary Grefenberg added he did distribute the  
122 neighborhood association policy of Edina early on in the discussions and there was some Task  
123 Force review of that policy; he noted that could be made available to the Commission  
124

125 Commissioner Michelle Manke asked if there was discussion about the selection of leadership  
126 and their roles in neighborhood associations. Mr. Stoner stated the Task Force did not prescribe  
127 that level of detail.  
128

129 Commissioner Michelle Manke asked if there could be at least annual meetings and how would  
130 those be recorded and reported. Without by-laws, Manke said, there could be internal problems.  
131 Mr. Stoner replied that he was glad that Commissioner Manke was thinking about that and the  
132 Task Force had left that issue for the Commission to discuss and decide because the Task Force  
133 could not agree on that item. The Task Force pretty much decided that it could go into that detail  
134 and implode, or come up with a final report.  
135

136 Commissioner Ebony Adedayo stated she really appreciated the organic nature Task Force  
137 wanted to give to neighborhood organizations; one of the drawbacks of this approach, however,  
138 is the disparity between an organization that is really passionate, organized and has the technical  
139 expertise and know-how to form and get funding and do civic engagement, and another  
140 organization that does not. Commissioner asked if there was a possibility where there could be  
141 some co-learning or teaching other people how to become more formal. She would like to know  
142 where are the levels of support that they have within the City to provide the neighborhoods that  
143 want to be more formal. Mr. Stoner responded that that was a great idea. He thought that every  
144 step of the way in this process would allow more to be included in the report for its  
145 improvement.

146  
147 Task Force Co-Chair. Stoner stated there was some discussion about having information  
148 available on a website but there needs to be someone who can maintain it and add to it.  
149 Commissioner Sanders added there had been discussion about having a volunteer be the liaison  
150 between the City and the Associations.

151  
152 Commissioner Grefenberg asked about the process, indicated that at the last Commission  
153 meeting there were comments that the Task Force was not representing its individual members,  
154 Mr. Stoner responded that it was inevitable that there would be conflict on any complicated  
155 issue. The charge was two sentences, and with a lot of passionate members disagreement was  
156 inevitable.

157  
158 Commissioner Grefenberg commented that at the end of the Task Force there was a lot of  
159 unanimity. Mr. Stoner attributed that to the members figuring out why they disagreed and then  
160 deciding to buckle down and move on with the Report. He added they started putting in  
161 standards of appropriate conduct (for neighborhood associations) so the members did not go into  
162 ranting about an item for a long duration during the meetings.

163  
164 **Public Comment:** Chair Becker opened the meeting to public comment, indicating that said  
165 comment would be limited to five minutes or less.

166  
167 Ms. Lisa McCormick, Wheeler Street, stated she was at the meeting as a resident of the City and  
168 the only one in recent years to her knowledge to start an association. She formed Twin Lakes  
169 Neighborhood Association last summer at the request of a Councilmember. She stated she is  
170 also a former Task Member that resigned at the June Community Engagement Commission  
171 meeting. She indicated that meeting was very uncomfortable and she sited time constraints as  
172 the reason she quit during that meeting and she did not think it would surprise anyone that it was  
173 not entirely true. She stated recently she has been giving a lot of thought to accountability,  
174 responsibility and authenticity and she was at the meeting regarding a correction and she felt that  
175 what she had to say was being somewhat stifled.

176  
177 Ms. McCormick stated she knew going into that meeting that she had some issues with the report  
178 and that she may have to speak in opposition to some points and during that meeting it occurred  
179 to her that her ability to speak in opposition could be thwarted by staying on the Task Force, and  
180 that was a consideration that ultimately had her resign. The reality of the situation is that even

181 though she resigned, she continued to participate and have missed only one meeting. She not  
182 only participated but she actually contributes when asked of her opinion on certain definitions  
183 and such. She stated she wanted to acknowledge the commitment of everyone that participated  
184 and she thought the work product was good. She thought the scope of the work was expanded.  
185 She thought the original charge could have been completed in a meeting or two and she thought  
186 the question that was asked could have been answered rather simply, especially with the amount  
187 of experience and the amount of information available.

188

189 Ms. McCormick stated she did not think, as much as she respects and appreciates Mr. Stoner's  
190 work, she did not remember as much discussion as he indicated occurred during the Task Force  
191 meetings. There were a lot of positions being presented but not a lot of discussion or invitation  
192 for input. At one point she reached out to people who had been absent and got responses back  
193 where they did not feel there was an invitation to speak and she found that to be very  
194 unfortunate.

195

196 Ms. McCormick stated given her experience she was considering forming an umbrella, 501C-3,  
197 for the purpose of sponsorship and other things to allow other neighborhood associations that  
198 were interested in forming to come in under that umbrella and give them that liability protection  
199 because it is expensive to form a 501C-3 and is very time-consuming. She thought if they were  
200 to spread that City wide it would make it all workable. She was excited about the idea of  
201 education, partnership with the City on various projects, grants and other things. She provided  
202 that as a backdrop to what she felt possible when she got involved in this.

203

204 Ms. McCormick stated she was a big proponent of this Task Force. She thought this was great  
205 work and Commissioner Grefenberg did a great job at editing and wordsmithing and polishing  
206 the document but she was not sure this was the right question the Task Force was asked answer.  
207 What she found was the City's Associations are a hybrid of very formal and loose associations  
208 and she cautioned the Commission to look closer at this before approving the document.

209

210 Ms. McCormick requested the Commission pull out the one section on this specific charge and  
211 suggested providing a round table discussion where the Commission could receive more input.

212

213 **(Ms. McCormick stated during the September Community Engagement Commission**  
214 **meeting that her public comment noted above in the minutes was incomplete. She stated**  
215 **that there were additional errors in the minutes).**

216

217 Ms. Diane Hilden, Bayview Drive, stated she has a lot of passion for the concept for what is  
218 going on and for the discussion of this she has talked to many people over the years who wanted  
219 to start an association. She stated it is very difficult to sustain and keep an association going and  
220 they need to be organized and maintained. She stated she has been on many Task Force and  
221 Associations and she has yet to see the contention that was operating on this Task Force. It was  
222 very disturbing and it continues to disturb her that this was the case. While she thought there  
223 was lots of great work done by Mr. Stoner but she thought things have been misrepresented from  
224 the beginning. She felt they dealt with the wrong problem and she has stated before that she is  
225 opposed to this report and she thought they could archive it. She felt there was lot of good

226 information in there but she thought it needs to be really thought out in terms of this community  
227 and what is existing and how they enhance what is existing and how they look at this issue.

228

229 Ms. Hilden stated they should not presume that Roseville needs neighborhood associations all  
230 over the place. She felt this needs to be reviewed and discussed by a broad array of people from  
231 the community. This was seriously reduced by the amount of people not at the Task Force and  
232 by the fact that those that have remained. There was a change in leadership and the meetings in  
233 the beginning were quite pretentious resulting in the focus of the Task Group becoming the  
234 crafting of a neighborhood policy manual that she did not think was the intention of this  
235 Commission. She stated she was one of the dissenting voices in the beginning and remained one  
236 throughout.

237

238 Ms. Hilden agreed with a number of people that charged the report was vague and confusing  
239 which caused a lot of problems early on. One of the things that happened was it assumed that  
240 Roseville would spring forth a lot of neighborhood associations and she did not think that was  
241 the case and should be the subject of some discussion and should be looked at. The report as  
242 currently written suggests a rigidity that she fears would actually discourage the formation of  
243 neighborhood associations and she would recommend to the Community Engagement  
244 Commission and the City Council that neighborhood associations are typically hard to create,  
245 maintain and sustain.

246

247 Ms. Hilden stated she along with a number of other unsuccessfully tried to promote the concept  
248 within Roseville for a number of years. She stated she would recommend the Commission to  
249 consider this document premature and therefore suggest they convene a subsequent Task Force  
250 that is broadly represented throughout the Roseville Community using the resources provided by  
251 different committees within Roseville along with the neighborhood watch program. She thought  
252 they should use the resources they already have. She strongly encouraged the Commission to not  
253 forward this report onto the City Council as crafted at this time or in the near future and did not  
254 see any compelling reason that there is any time bound urgency for the City Council to review  
255 the document and in fact she has talked to several City Councilmembers who have indicated this  
256 is something that can be worked on over time and they are not waiting for it.

257

258 Ms. Peggy Verkuilen, Sexton Avenue, stated she was one of the original block captains in  
259 Roseville until last year. She stated when a neighborhood is organized she would like to see  
260 every individual whether they agree with their neighborhood association or not will be able to  
261 have input into this because they are taking away an individual's rights in her estimation. She  
262 stated another thing she had a problem with is they need to have a foundation before the building  
263 is started and she felt they needed to have some bullet points of what they hoped to achieve prior  
264 to starting the document and would have saved time. She indicated she was one of the members  
265 that resigned.

266

267 Ms. Verkuilen stated if they had one go to person they could go for networking would make  
268 things easier for everyone. She felt that the individual is the most important thing in the  
269 community. She indicated she wrote a letter to the Council. She stated this is America and the  
270 citizens should be able to have their input in their Government with officials seriously listening

271 and considering what the residents are saying and not just vote as one wishes but in consideration  
272 of others.

273

274 Commissioner Sanders thought Marcia Herrick sent a letter as a part of the public comments in  
275 place of coming to the meeting. Chair Becker stated he received the letter but was not aware it  
276 was to be a part of the public comment and would forward it and have it added to the minutes.

277

278 Commissioner Adedayo stated she heard some of the concerns and thought that something that is  
279 formalized like this report will be helpful for people who do not have the longevity or  
280 connections in the City and will allow them to get connected and know where to go to get  
281 involved and become connected to their neighbor.

282

283 Commissioner Manke stated she was not under the impression that the report would be submitted  
284 directly to the City Council without review by the Commission. Commissioner Gardella stated  
285 after hearing from people tonight she thought there was a lot of conversation to be had and she  
286 wondered how much they can accomplish during their regular meetings. She wondered if they  
287 needed to set a different worksession to just discuss this report or block a set amount of time to  
288 discuss this during the Commission meetings. Commission Grefenberg agreed and thought they  
289 needed to make a concerted effort to invite those who have interest to attend one or two of the  
290 meetings where they have focused public comment.

291

292 Commissioner Manke stated there is a lot of information in the report and she would like to meet  
293 outside of this meeting in order to go through the report before bringing it forward for additional  
294 public input. Commissioner Grefenberg thought that made sense and thought it would be helpful  
295 for the two co-chairs of the Task Force to be present at the meetings as well.

296

297 **b. Advocates Partnership Proposal on Promoting Civic Engagement in Diverse**  
298 **Populations**

299

300 Commissioner Gardella stated they met with Madeline from the Advocates for Human Rights to  
301 flush out the plan a little bit more and there was some good conversations and she felt the  
302 Advocates are going to be a great partner in terms of their expertise. She noted some of the main  
303 changes are they started plugging in some dates and talked a little bit more about some of the  
304 conversations. She noted in the report “CEC Staff” does not represent Staff Liaison Bowman but  
305 the Commissioners.

306

307 Commissioner Gardella noted there are still some larger questions that need to be answered but  
308 they are still thinking about three conversations. The first one being held with the Lake  
309 McCarron’s Neighborhood Association and Partnership with the Karen Organization of  
310 Minnesota, which she thought would be a great partnership event they could do and they would  
311 invite either other neighborhood associations or neighborhoods or some of the different groups  
312 referenced.

313

314 Commissioner Gardella stated in November the advocates would do some synthesizing of some  
315 of the data from the learning events. There would be an event in January with some of the City

316 staff to present some of the learnings and findings to them and discuss what they want to do with  
317 this information. What they want to do with the information is really the crux of what they want  
318 to figure out for their next steps.

319

320 Commissioner Grefenberg thought one thing that has been missing is official approval of this  
321 and he was willing to move that they approve the promoting Civic Engagement and Diverse  
322 Populations, the plan presented by Commissioner Gardella and provided in their packet as  
323 something the Commission supports and will work on.

324

325 Commissioner Grefenberg moved and Commissioner Manke seconded a motion to approve the  
326 Promoting Civic Engagement and Diverse Populations plan presented by Commissioner Gardella  
327 and provided in the packet. **Motion passed unanimously.**

328

329 Commissioner Grefenberg thanked Commissioner Gardella and Sanders for the work that has  
330 been done on this. Chair Becker stated he was in support of this motion.

331

332 Commissioner Gardella thought the Commissions role in this was to do the legwork and get and  
333 keep the process going but at this point the City really needs to be on board with this. Chair  
334 Becker thought this item needed to be brought to the City Council at one of the upcoming  
335 meetings for their support and for the buy-in.

336

337 Commissioner Miller wondered if the report should include dates because they are already in  
338 August and the Council might be put off by that. Commissioner Gardella stated the reason for  
339 the dates was to give them an idea of the timing and processing of the items. She stated the  
340 Advocates have a grant and that is where all of the funding is coming from so they will have  
341 very little expenses involved.

342

343 Commissioner Grefenberg thought the motion should be just to approve this in general and give  
344 them some leeway on the dates. Commissioner Gardella concurred and added with final  
345 confirmation from Lake McCarron's, the KOM, and the buy-in from the City.

346

347 Chair Becker restated the motion "Approving this as a general concept with some leeway on the  
348 dates pending approval or buy-in from the City and final confirmation from Lake McCarron's'  
349 and KOM. This motion was made by Commissioner Grefenberg and seconded by Commission  
350 Manke if still acceptable as restated. The two Commissioners concurred.

351

352 Commissioner Adedayo asked when the Advocates deadline is and how the outreach for the  
353 events will be done. Commissioner Gardella thought this went through the end of 2016 so they  
354 have some leeway and the Advocates take the responsibility for a lot of the flyers and  
355 notification but she thought they would want to use the established associations networks to get  
356 the information out.

357 Staff Liaison Bowman asked if this is an outreach priority or a research priority. Commissioner  
358 Gardella stated the specific goal is yet to be determined. The broader goal is finding ways to get  
359 information from the community in a way that they might not normally get.

360



361 The chair called the motion to a vote. **Motion passed unanimously.**

362

363

364 **c. Update on Joint Task Force on Zoning Notification**

365

366 Commissioner Manke updated the Commission on the Joint Task Force on Zoning Notification.  
367 She noted the minutes in the packet have a June date but they did meet in July.

368

369 Commissioner Manke stated a lot of what held them back from zoning notification was not  
370 having renters' addresses and having a database for residents who are renters and by the July  
371 meeting that was well underway and they have done a lot of work on getting the database up and  
372 going. She stated there is fantastic forward movement on this.

373

374 Commissioner Grefenberg added as a member of the task force, at the July meeting they received  
375 a report on what the City has done and significant progress has already been made. He stated he  
376 would like to send that out to all of the Commissioners if there is no objection because some of  
377 their ideas have already been put into place. Chair Becker directed Commissioner Grefenberg to  
378 send the information to Staff Liaison Bowman for distribution and he would send out the email  
379 from Community Development Director Paul Bilotta as well.

380

381 **d. Update on Civic Engagement Module for City Website**

382

383 Staff Liaison Bowman stated he received an update and the nuts and bolts of the module was  
384 finished up a couple weeks ago and they received the designated URL  
385 [www.speakuproseville.org](http://www.speakuproseville.org). Staff had also received an email from Councilmember Laliberte that  
386 she wanted more information about the module and the policies and procedure for inserting  
387 topics on the module. He noted she has a lot of questions and is not in a place of comfort with  
388 that and she asked the City not to launch it until they go before the Council. City Manager  
389 Trudgeon thought they should go ahead and put together a policy. He stated he is working on  
390 that and hoped to finish it up. This will not be a part of the Commission's joint meeting but on  
391 the same Council meeting agenda. He stated City Manager Trudgeon is also trying to set up a  
392 meeting with Councilmember Laliberte so staff can answer her questions.

393

394 Commissioner Grefenberg stated the only thing he would want to add for the record is what Staff  
395 Liaison Bowman indicated a very recent email that he would be reviewing draft policies with the  
396 Commission's sub-committee and he thought it was important to let Councilmember Laliberte  
397 and others know that they are playing a part. Staff Liaison Bowman indicated when he finished  
398 the policy he would send them a copy of it for review.

399

400 The Commission recessed at 8:00 p.m.

401

402 The Commission reconvened at 8:06 p.m.

403

404 **e. Implementation of Other Strategic Recommendations**

405

406 **Report on July Council Meeting:** At the request of the chair, Commissioner Grefenberg  
407 reported on the July 13 Council meeting which he and Commissioner Gardella attended on behalf  
408 of the Commission, when there were two issues before the Council that relate to the  
409 Commission's work. The first one was Councilmember Laliberte and Mayor Roe's presentation  
410 on a League of Minnesota Cities conference on Community Engagement last January. The  
411 second Council agenda item was the issue of the Human Rights Commission and the CEC about  
412 the possibility of restructuring both of those, or merging them into one Commission

413  
414 Chair Becker stated also in the packet are City Council minutes related to this Council discussion  
415 on page 26 of the meeting packet, under Uniform Commission Code. The Council actually took  
416 action on this at a subsequent meeting and those meeting minutes have not been approved so  
417 could not be included in the packet but will be available once approved. He stated also at the  
418 meeting they discussed the structure of the Human Rights Commission.

419  
420 Commissioner Gardella stated they did not need to present or offer any comment because the  
421 staff presented their position and their recommendations and invited the HRC Commissioners to  
422 present their views. The Council took up a very robust conversation that seemed to settle on the  
423 fact that there will be no combining of the two Commissions at this point and they see the value  
424 in both Commissions. There were further communications, mostly about the HRC, so there was  
425 no call for her or Commissioner Grefenberg to present or offer anything because it was clear that  
426 the CEC was going to remain a stand-alone Commission.

427  
428 Commissioner Grefenberg commented that he read the Council's position as being satisfied with  
429 the Commission's work and wanted to give them more time to either fumble or achieve some of  
430 their objectives.

431  
432 **Current Status Report on Implementation of Other Strategic Recommendations:** The first  
433 item in the Current Status Report on CEC Objectives, as found in the meeting packets, was the  
434 community involvement of under-represented groups. He noted this already had begun by the  
435 Advocates Proposal on Promoting Civic Engagement in Diverse Populations, which  
436 Commissioners Gardella and Sanders have been working on and the earlier action of the  
437 Commission took at tonight's meeting.

438  
439 Commissioner Grefenberg noted page two of his Current Status Report stated the welcome  
440 packet for new residents was dormant. On the next item he indicated that the Next Door Leads  
441 have met three times over the last twelve months. The Next Door Leads at their last meeting  
442 approved a list of tips and suggestions. They did connect Roseville Neighborhood Leads but  
443 have not made much progress but thought they should leave that up to the separate groups of  
444 leads which has met a couple of different times.

445  
446 Commissioner Grefenberg stated on the item Commission Governance and Practice, also known  
447 as the Uniform Commission Code; the Council did adopt a code to govern all Roseville  
448 Commissions, which incorporated three or four of the Commission's recommendations from last  
449 December. The Commission thus made significant progress on their recommendations.

450

451 Commissioner Grefenberg continued by noting that one of the Commission’s recommendations  
452 was to develop and enforce an absence policy for all Commissions. They recommended that  
453 staff report to the City Council when any Commissioner misses more than four meetings in a  
454 rolling three month period. That was adopted but they tightened it to three meetings in any  
455 rolling twelve month period.

456  
457 Commissioner Grefenberg stated they have been working on these over the past three years and  
458 he felt they have made some progress.

459

460 **f. Definitions of Civic and Community Engagement**

461

462 Commissioner Gardella reviewed with the Commission the definitions of Civic and Community  
463 Engagement information.

464

465 Commissioner Miller thought it was very interesting reading through the last meeting minutes  
466 and the documents attached and thought there was a lot of helpful language, which helps to  
467 clarify it for him. Some of the concepts he saw and really liked were the notion of co-creation of  
468 ideas and solutions rather than just consulting and coming in after the fact.

469

470 Commissioner Grefenberg commented he really liked and appreciated that on page 2 under  
471 Principles of Practices of Authentic Community Engagement it was noted that practitioners need  
472 to expect tension. Authentic engagement is not necessarily easy or peaceful. He also added that  
473 the definition of Civic Participation in the Gardella report is identical to the definition in the  
474 Neighborhood Association Task Force Report they received tonight.

475

476 Commissioner Grefenberg also reminded the Commission that the precursor 2011-2012 Civic  
477 Engagement Task Force there was some discussion of a core value statement for civic  
478 engagement. In their 2012 Task Force report the earlier Task Force had adopted the International  
479 Association for Public Participation Core Values statement, and he wondered if the Principles of  
480 Civic Engagement were similar to the Core Values of the IAP2. Commissioner Gardella stated it  
481 was. Commissioner Grefenberg wondered if they should add the words “or Core Values”  
482 because some people are talking about that and it might be easier for the definition as they go  
483 forward to say they have taken a position, once this is passed, on Core Values.

484

485 Commissioner Gardella asked if the suggestion would be to change the heading to  
486 “Principles/Core Values of Civic Engagement.” Commissioner Adedayo preferred the word  
487 “and” rather than a slash.

488

489 Chair Becker thought this could be a living document that they could choose to tweak over time  
490 but right now use it as a 'stake in the ground' and continue to tweak it. He still struggled with  
491 volunteering as a civic engagement rather than a community engagement but was willing to let  
492 that go because he felt they needed to have definitions that they are going to use as a framework  
493 for all of their discussions and felt it was an opportunity for them to lead in this effort and  
494 potentially help how City Staff and City Council frames these issues as well. He was biased on

495 wanting to take action on it and adopting it and then knowing that they may choose to tweak it  
496 and continue to refine this.

497  
498 **Commissioner Grefenberg moved and Commissioner Becker seconded a motion** to adopt  
499 the Roseville Community Engagement Commission Definition of Terms dated August 13, 2015  
500 with the addition of *Core Values* in the last paragraph after the word *Principles* and with the  
501 understanding that this is a living document which can be modified in the future.

502  
503 Commissioner Gardella asked if this would be posted on their website. Chair Becker thought  
504 that was a great idea.

505  
506 Commissioner Grefenberg though they should adopt this because the Council saw this as  
507 something useful. Commissioner Gardella stated the assessment tool might be helpful in making  
508 distinctions on some of the work.

509  
510 Commissioner Adedayo wondered if they could recommend that the City uses that in its outreach  
511 as a metric because she thought it was really effective in measuring how they do the work.

512 Commissioner Gardella stated it is helpful in helping people think about where they are, if they  
513 are doing more outreach work versus engagement work and if organizations or cities want to  
514 shift to doing more of the transformative engagement work they could ask themselves these kind  
515 of questions. She thought the City would have to think about how they would want to use this to  
516 think about their own work and what they are doing and the Commission could use it for their  
517 own work.

518  
519 Commissioner Grefenberg stated he was not comfortable at this time adopting this line by line  
520 because he has not had the opportunity to review this in its entirety in detail. Commissioner  
521 Gardella stated this is not something they would adopt as a process but something to be used for  
522 education and help them to understand their own terms and not intended to be anything beyond  
523 that.

524  
525 **Motion passed unanimously.**

526  
527 **g. CEC Social Gathering**

528  
529 Commissioner Manke updated the Commission on the CEC Social Gathering.

530  
531 **Other Old Business**

532  
533 None.

534  
535 **Chair, Committee, and Staff Reports**

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537 **a. Chair's Report**

538  
539 No discussion

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**b. Staff Report**

**1. Upcoming Items on Future Council Agendas**

Staff Liaison Bowman stated on August 24<sup>th</sup> is the Joint meeting with the City Council and also discussion about the module that they previously discussed. September 14<sup>th</sup> is the Not to Exceed Levy on the Budget so that will be the next big budget item that comes up that the Commission might be interested in.

**New Business**

**a. Planning for August 24<sup>th</sup> Joint Meeting with the City Council.**

Chair Becker thought they should present a status report on the items that were presented to the Council at the beginning of the year. He would like to report on the current status of the Task Force Commission indicating they have received the report and need to review it. The second item he thought they should report about is the Educational Opportunities and thought the Advocates Partnership proposal serves as part of that as well as part of another. They had a priority for the Joint Task Force and Zoning Notification and he thought they could give an update on that. The fourth item was the Resumption of Roseville U, which he thought Staff Liaison Bowman can update the Council on that. Item five was Civic Engagement Module and he thought the miscellaneous other strategic recommendations bucket can be provided.

Chair Becker proposed after the status update that the Commission ask for feedback from the Council on what they want the Commission to focus on in 2016.

Commissioner Grefenberg stated there was a suggestion from Councilmember Laliberte to take a look at recognizing residents of Roseville who have done significant volunteer work. He did not think there should be any action but wanted to follow through and suggest this be an item to look at in the future. Chair Becker thought that was certainly something to look at for review in 2016.

Commissioner Gardella stated she would like to have a better understanding of the distinction of the role of the Volunteer Coordinator and the Commission because she thought that item would be something that the Volunteer Coordinator would take charge of. Commissioner Manke thought it would be a good idea to have the Volunteer Coordinator come to the meetings or give an update via a report to the Commission. Chair Becker agreed and thought this should be added to their next agenda.

Commissioner Adedayo asked what a Volunteer Coordinator does. Chair Becker reviewed the role of the Volunteer Coordinator.

Commissioner Miller stated he liked the framework but he thought the Advocates could be a large discussion because that is addressing a couple of the updates and he did not know how they would frame it. Chair Becker thought they might indicate to the Council that they have an idea but would like to come back to the Council at another meeting and discuss only that. The

585 Commission concurred. Commissioner Grefenberg stated they need to make clear that this item  
586 has evolved into further discussion and that they have not added anything. Commissioner  
587 Gardella thought they needed to mention the buy-in needed. Commissioner Grefenberg thought  
588 they should do the same with the neighborhood association proposal as well.

589  
590 Commissioner Grefenberg requested Staff Liaison Bowman to send the draft RCA to the Chair  
591 and Vice Chair so they make sure the items are in. Staff Liaison Bowman wondered if anyone  
592 would be interested in working on a draft RCA otherwise he would take a stab at it. He indicated  
593 the deadline is Wednesday, August 19, 2015.

594  
595 Staff Liaison Bowman thought the Commission should make a list of what items should be  
596 reviewed with the Council.

597  
598 Chair Becker reviewed the agenda for the Joint Council meeting and who would present the  
599 different items.

600  
601 Commissioner Grefenberg thought they should put the Neighborhood Association Task Force  
602 draft report on the website indicating it is a preliminary report, which would be discussed more  
603 at future Commission meetings because he would like to get more community involvement.  
604 Commissioner Miller stated he did not see a reason for it. It is already in the packet that could be  
605 shared if the public wants to read it.

606  
607 Staff Liaison Bowman stated they have an itemized list of items they are working on and he did  
608 not think it would hurt to have them be more easily accessible than to go back through packets to  
609 find the information. Commissioner Sanders thought it was premature at this time.  
610 Commissioner Adedayo thought when things are posted people seem to assume they have been  
611 adopted or are official and even though they want to be transparent she did not want people to  
612 think that was something the Commission has accepted. Commissioner Grefenberg stated there  
613 could be a statement indicating the Commission has not adopted the report and is a work in  
614 progress. Commissioner Manke agreed that when something is posted some people will still  
615 believe it is final and they have not really spent a great deal of time reviewing it and she thought  
616 they were a little premature on the association. Commissioner Sanders felt they could add it to  
617 the website further down the road once they have had time to review it.

618  
619 Chair Becker stated he would not want to have the entire report clickable through a link as the  
620 main commission-level topic item but he could see an indented bullet indicating the Task Force  
621 has provided this report for the Commission but did not represent the final action of the  
622 commission. He felt if properly framed he would not have an objection to it being on the  
623 website because it is public record and accessible but he would not want a reference to it being a  
624 draft as it was the final work product of the task force to be followed by additional artifacts that  
625 are the work product of the commission. Commissioner Grefenberg was agreeable to that and  
626 made some sense to him. He suggested this get scoped out when it will be discussed because he  
627 felt it needs more public input.

628

629 Chair Becker thought they could highlight areas in the report that needed significant discussion.  
630 He indicated he will come up with a rough plan but did not think that this report should be posted  
631 at this time. The Commission concurred.  
632

633 **Commission Communications, Reports, and Announcements**

634

635 Chair Becker stated the Roseville Human Rights Commission in co-sponsorship with the  
636 Roseville Library is hosting the event Civility of Better Choice on Saturday, September 19th  
637 from 9:00 a.m. to 1:00 p.m. at the Roseville Library Community Room. The event is free and  
638 open to everyone. To register or for more information go to RCLreads.org.

639

640 Commissioner Grefenberg wanted to clarify that the Joint Task Force on Zoning Notification  
641 will be on August 25<sup>th</sup> at 6:00 p.m. at City Hall in the Aspen Room. This is an open meeting and  
642 the public is invited to come.

643

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

645

646 There was no discussion.

647

648 **Recap of Commission Actions This Meeting**

649

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

651

652 **Adjournment**

653

654 Commissioner Gardella moved and Commissioner Miller seconded a motion to adjourn. **Motion**  
655 **passed unanimously.** Meeting adjourned at 9:15 p.m.

656