



Minutes

Roseville Community Engagement Commission (CEC)

Thursday, May 12, 2016 - 6:30 p.m.

1. Roll Call

Chair Scot Becker called the meeting to order at approximately 6:30 p.m. and City Manager Trudgeon called the roll.

Commissioners Present: Chair Scot Becker; Vice Chair Theresa Gardella; and Commissioners Michelle Manke, Erik Tomlinson, Amber Sattler and Chelsea Holub

Staff Present: Staff Liaison/City Manager Patrick Trudgeon and Volunteer Coordinator Kelly O'Brien

2. Approve Agenda

Commissioner Tomlinson moved, Commissioner Manke seconded, approval of the agenda as presented

Ayes: 6

Nays: 0

Motion carried.

3. Public Comment on Items Not on Agenda

Former CEC Commissioner Gary Grefenberg, 91 Mid Oaks Lane

Mr. Grefenberg stated the reason for his attendance tonight was to make sure his colleagues knew of his resignation from the Community Engagement Commission (CEC), and his reasons for doing so. Mr. Grefenberg provided a history of his involvement in local government over the last decade; and his concern that neither the City Council or CEC should have to spend any more time answering accusations rather than simply learning lessons from this situation. Mr. Grefenberg spoke of his understanding of achieving diversity through diverse opinions and differences when making collegial decisions, without any intention for as any sign of public disrespect through those diverse opinions.

Mr. Grefenberg stated his perspective in that each commissioner retained their individual and personal rights to respond to issues, as well as the right to disagree and speak up on other issues that may not relate to the CEC or not necessarily representative of all residents of the City of Roseville.

Mr. Grefenberg noted his interpretation of some recent accusations related to "bullying" and/or "hating women" but reiterated that these accusations shouldn't be an issue before the City Council or CEC. Mr. Grefenberg expressed his interest in moving forward, and also his interest in working with the CEC through individual commissioners and corporate involvement, or as a public commentator,

45 on some of the issues before the CEC. Mr. Grefenberg encouraged his former
46 colleagues to take advantage of some of his background on various issues. Mr.
47 Grefenberg also stated his intent to be at the City Council meeting for their
48 discussion of the neighborhood association recommendations from the CEC, a
49 topic he had worked on for over ten years, and expressed his personal regret over
50 what had happened with that task force.

51
52 Mr. Grefenberg clarified that it had been his own decision to resign, and any
53 hurtful rumors that he had been asked by the City Council or CEC to resign were
54 not true. Mr. Grefenberg listed some of his ongoing interests with the City of
55 Roseville, including as previously mentioned the neighborhood association
56 recommendations; making Speak Up! Roseville more usable; and noted his
57 interest in being invited to the upcoming Party in the Park this summer, as well as
58 hoping to march with the CEC in the Rosefest Parade.

59
60 Mr. Grefenberg stated that he thought the CEC was a valuable commission and
61 played an important role in civic engagement. With continuing CEC dialogue and
62 his voice as an independent resident during public comment opportunities, Mr.
63 Grefenberg opined that things could begin to move forward.

64
65 Mr. Grefenberg thanked city staff, especially City Manager Trudgeon,
66 Communications Manager Bowman, and former Community Development
67 Director Paul Bilotta for recognizing the value of involving residents in decision-
68 making in a meaningful way, part of which paved the way for creation of the
69 CEC, which he also considered himself partly responsible in forming.

70
71 Mr. Grefenberg stated that he would be sharing his thoughts with Commissioner
72 Tomlinson regarding upcoming work on the upcoming comprehensive plan
73 update process. Mr. Grefenberg wished his former colleagues good luck; and
74 advised Chair Becker that he had numerous computer files on various issues or
75 interest to the CEC he would get transferred for CEC use.

76
77 While current health issues prevented him from continuing to serve on the CEC,
78 Mr. Grefenberg expressed his appreciation for the opportunity to serve; and
79 promised to continue sharing as he was able to do so, especially in those areas he
80 previously mentioned.

81
82 Chair Becker thanked former Commissioner Grefenberg for his past service,
83 noting Mr. Grefenberg's history of service on the CEC as past Chair; and opined
84 that without that leadership on the CEC as it was initiated, the CEC would not be
85 the same. Chair Becker noted Mr. Grefenberg's hard lobbying over the years for
86 more community engagement as well and his advocacy for other issues.

87
88 Volunteers

89 Since he needed to leave the meeting before Volunteer Coordinator Kelly O'Brien
90 spoke to that item on the agenda, Mr. Grefenberg asked the Chair to allow him to
91 publically comment on the subject of volunteers.
92

93 Beyond volunteers at the city department level, Mr. Grefenberg opined that the
94 Volunteer Coordinator and City should offer services to volunteers interested in
95 doing so on an individual basis to encourage their participation. Mr. Grefenberg
96 stated that he had a fair number of ideas about that individual volunteerism within
97 neighborhoods and offered to share them with the CEC if interested.
98

99 Mr. Grefenberg stated his belief that each commissioner was a volunteer as well
100 and didn't necessarily represent the City by giving of their time, energy and ideas.
101 Mr. Grefenberg stated that he would like to see a more forceful way for the
102 Volunteer Coordinator's office to find volunteers for commissions, and assist
103 those commissions accordingly.
104

105 **4. Approval of April 14, 2016 Meeting Minutes**

106 *Comments and corrections to draft minutes had been submitted by various CEC*
107 *Commissioners prior to tonight's meeting and those revisions were incorporated*
108 *into the draft presented in the tonight's agenda packet.*
109

110 Commissioner Manke moved, Commissioner Sattler seconded, approval of April
111 14, 2016 meeting minutes as amended.
112

113 **Corrections:**

- 114 • **Page 6, Line 265 (Sattler)**
- 115 Typographical Correction: "became"
- 116

117 **Ayes: 6**

118 **Nays: 0**

119 **Motion carried.**
120

121 **5. Receive Update from Volunteer Coordinator Kelly O'Brien**

122 Chair welcomed and introduced the City's Volunteer Coordinator Kelly O'Brien
123 Kelly, and asked that she provide a brief biography before coming onto the City
124 two years ago.
125

126 Ms. O'Brien reviewed her credentials in volunteer management over the years in
127 a variety of settings; and the honor she felt in her new role given the rich history
128 of volunteerism in Roseville. Ms. O'Brien stated her excitement in working with
129 city staff and the community to bring volunteerism to the next level.
130

131 Ms. O'Brien's presentation included a synopsis of who volunteers and why; the
132 differentials in ages, abilities, skills, education and talent levels; and noted 73% of
133 Roseville's volunteers were actually Roseville residents, with the remainder from
134 a broader area, and representing 8 additional cities across the metro area and

135 beyond. Ms. O'Brien noted that these volunteers were from area colleges and
136 businesses, or those volunteering through their work place for special days or
137 events from around the state or even out-of-state, but often focusing on Roseville
138 for a specific project. Ms. O'Brien further noted that could include individuals,
139 families, corporate groups, faith communities, classes, scout troops or others.
140

141 Ms. O'Brien opined that the benefit of working with volunteers were innumerable
142 and allowed for expanding and enhancing the work of paid staff; more skill
143 levels; and project implementation possibilities through community building and
144 engagement, while also allowing volunteers some flexibility in their schedules. In
145 addition, Mr. O'Brien noted the fresh ideas, energy perspectives and creativity
146 provided by those volunteers.
147

148 Ms. O'Brien reviewed some of the misconceptions about volunteers: they do not
149 replace staff and never will; they don't "save" money, even though volunteers can
150 expand and enhance resources but not replace staff; nor do volunteers offer any
151 "magic" solutions. Overall, Ms. O'Brien stated volunteer management was
152 critical and required a team effort, not simply one person, to effectively utilize
153 volunteers.
154

155 Ms. O'Brien reported on the City's involvement in Service Enterprise, a term
156 originally coined to identify organizations that excel at leveraging skills and
157 resources, recognizing the various talents of volunteers. Ms. O'Brien reviewed
158 the research in identifying ten key elements and/or best practices for Roseville's
159 volunteer engagement to bring it to the next level throughout the city, with the
160 ultimate goal for the City to complete its certification process in this program.
161 Ms. O'Brien noted that this involved engaging all city department heads around
162 the table to allow all a voice to clearly identify what would work in their specific
163 settings; and to then change the management process to identify key next steps to
164 build a higher level of volunteer engagement throughout the city organization.
165

166 Ms. O'Brien noted those ten key elements identified were: Planning &
167 Development; Leadership Support; Resource Allocation; Tracking & Evaluation;
168 Outreach; Funding; Effective Training; On-boarding & Supervision; Technology
169 & Communications; and Partnering to Extend Reach. Ms. O'Brien noted this
170 included developing "to do" lists to determine how best to evolve efforts for
171 available skill sets; and would continue with an annual meeting beyond the
172 smaller task groups to look at deeper issues. Ms. O'Brien noted the result would
173 be an increased quality of life for community residents and volunteers, creation of
174 civic pride, and an engaged community.
175

176 Ms. O'Brien noted it was easy to collate numbers, but that didn't paint the real or
177 full picture and impacts. With the database only one year old, Ms. O'Brien
178 admitted this comprehensive tracking system used by other organizations in the
179 Enterprise system, would only be as great as its input, but did provide a
180 centralized tracking system for the city's cultural changes as they related to

181 volunteer needs and resources. With the new system, Ms. O'Brien noted the first
182 year built a baseline to identify known groups, but impact versus actual numbers
183 would be a much more informative way to track those needs and resources going
184 forward.

185
186 Ms. O'Brien shared some exciting stories of partnership examples and ongoing
187 successes; opining it was rewarding to help volunteers make connections.

188
189 City Manager Trudgeon noted that the Service Enterprise database was often
190 geared toward non-profits, but Roseville would be the first city nationwide to
191 become certified.

192
193 Commissioner Holub asked about volunteer opportunities with the CEC or other
194 advisory commissions.

195
196 Ms. O'Brien noted that was an area yet to be developed, and invited ideas from
197 individual commissioners on ways that made sense to engage those volunteers.

198
199 With the constant events occurring throughout the city, City Manager Trudgeon
200 noted that Kelly's time during these first few years was to get things in place, with
201 the Service Enterprise improving the culture at City Hall moving forward. Once
202 those systems are in place, Mr. Trudgeon noted there would be an opportunity to
203 look at next steps and project volunteer needs.

204
205 Commissioner Manke noted that she had already been discussing with
206 Commissioner Holub some of those volunteer opportunities.

207
208 Chair Becker thanked Ms. O'Brien for her presentation and the CEC's interest in
209 working with her on volunteer options.

210

211 **6. Old Business**

212

213 **a. Priority Project Update: Assist in the Formulation of the 2017**
214 **Comprehensive Plan Update Process**

215 At the request of Chair Becker, Commissioner Tomlinson advised he had
216 no update at this time, and intended to discuss roles moving forward from
217 this point on. Chair Becker asked that City Manager Trudgeon assist
218 Commissioner Tomlinson on where it may be appropriate to plug other
219 advisory commissions into this process.

220

221 City Manager Trudgeon reported that the City Council had yet to begin
222 discussions for this lengthy process, anticipating they would begin in June
223 to have that introductory conversation and define the procedure. As the
224 City Council determined the process, costs, consultants and other
225 decision-making, Mr. Trudgeon advised that this would allow the CEC to

226 have more information, based on that definition and past practices for
227 updates, and focus on the comprehensive plan update process.

228
229 Chair Becker encouraged commissioners to view those City Council
230 meetings to be aware of the City Council’s expectations.

231
232 **b. Priority Project Update: Recommend Ways to Expand City Learning**
233 **and Engagement Opportunities AND**

234 **d. Update on Roseville Parade and Party in the Park Planning**
235 At the request of Chair Becker, Commissioner Manke reported on the
236 successful registration and confirmation for the CEC’s participation in the
237 Rosefest Parade and engagement opportunities and ideas for the Party in
238 the Park.

239
240 Commissioner Manke reviewed last year’s displays and handouts and the
241 banner for examples; with commissioners walking in the parade and
242 carrying small signs. For Day in the Park, with Speak Up! Roseville still
243 in the talking stages, Commissioner Manke stated her interest in
244 promoting that more this year, even though it was still used as a focus last
245 year.

246
247 Regarding what to do this year, and with Speak Up! Roseville still part of
248 the focus, Commissioner Manke suggested also focusing on volunteering
249 and being engaged in the community. As part of that, Commissioners
250 Manke and Holub suggested four separate signs around a central “YOU”
251 sign, with opportunities around that central sign showing how “YOU” as a
252 Roseville resident can engage; whether the civic side or other ways.
253 Commissioner Manke suggested providing a visual way for people to see
254 themselves in a particular role; and expressed her hope to create a rough
255 draft showing the intended graphics for expansion from there on.
256 Commissioner Manke noted that she and Commissioner Holub had some
257 preliminary discussions, but were still seeking ideas to mix with each
258 other and fill out a form or checklist of their areas of interest to get to Ms.
259 O’Brien for dissemination. Commissioner Manke suggested additional
260 engagement could include learning about the city or promoting learning
261 aspects of the city (e.g. Roseville University), and sought individual CEC
262 commissioner comment.

263
264 Commissioner Tomlinson spoke in support of the “info-graph” idea to
265 engage and get discussion started. As far as how residents could sign up
266 to volunteer, Commissioner Tomlinson asked if that was intended with
267 paper/pencil, or if there was an electronic way to do so that could also
268 build up Ms. O’Brien’s database.

269
270 Commissioner Manke noted that the parade draws people beyond
271 Roseville, so it would be hard to distribute forms to Roseville residents

272 exclusively, and suggested the Day in the Park may be a more viable
273 option for that type of information gathering. However, Commissioner
274 Manke expressed interest in the idea of having multiple ways for people to
275 sign up for volunteering whether electronically or through a form and drop
276 box; or even a way for them to provide their suggestions or ideas (e.g.
277 What don't we have that you want us to bring up for you?).

278
279 Chair Becker spoke in support of having multiple sign-up options
280 available as well. Chair Becker noted the difficulty in getting into
281 discussions with residents beyond initial icebreaking conversations, and
282 expressed interest in a graphic to help navigate that conversation.

283
284 Commissioner Manke noted that people always seem to be attracted to the
285 visual aspect; and while having small signs last year, she admitted they
286 were small. This year, Commissioner Manke suggested larger signs that
287 would allow the CEC to have more fun with the "I AM ROSEVILLE"
288 buttons, with four separate signs displayed by various commissioners
289 walking around individually displaying: "I" "AM" "ROSE" "VILLE" and
290 then occasionally coming together to form the full statement; with the "I"
291 sign slipped over to display "WE" to indicate that we're all together in
292 making Roseville complete. Commissioner Manke opined that this would
293 show that volunteerism was work, but also fun and successful for the
294 broader community as a team.

295
296 At the request of Commissioner Sattler, Commissioner Manke reviewed
297 the two events from last year and involvement or lack thereof by other
298 advisory commissioners. Commissioner Manke expressed her interest in a
299 stronger call out to other commissions for their involvement as well.

300
301 City Manager Trudgeon advised that the Human Rights Commission had a
302 float, and encouraged other commissioners to march with them; but agreed
303 that the goal was to spread the word about commissions, and suggested
304 handouts at Party in the Park might be easier to manage.

305
306 Commissioner Sattler suggested it would be nice to invite other
307 commissions to participate in the parade and have a larger group, but to
308 keep things moving and have handout materials readily available.

309
310 Commissioner Manke cautioned that paper flyers or handouts were
311 frequently tossed aside and ended up floating around instead of
312 considered.

313
314 Commissioner Holub suggested stickers with "I AM ROSEVILLE" to
315 further expand this year's theme; with Commissioner Sattler agreeing that
316 would be a good idea for children and adults.

317

318 Commissioner Manke suggested throwing down the gauntlet to challenge
319 other commissioners to attend Day in the Park and man a booth to have
320 more people represented and available for residents to interact with.

321
322 Discussion ensued regarding the logistics and timing of both events and
323 their locations; other vendors on site; and other displays usually available;
324 as well as an anticipated increase in politicians with this being an election
325 year.

326
327 Further discussion included ideas for one or multiple banners for advisory
328 commissions; potential commitment from those other commissions as the
329 key; and candy and stickers as definite handouts for the parade.

330
331 Chair Becker suggested an intriguing question or discussion topic on
332 Speak Up! Roseville immediately prior to the Party in the Park (e.g. 2017
333 budget), intended to get community feedback. While the sign ideas are
334 great ideas, Chair Becker suggested something additional that will prove
335 eye-catching or able to draw the public to the booth.

336
337 Commissioner Manke opined that having Ms. O'Brien's involvement in
338 developing a form would be critical.

339
340 Commissioner Tomlinson questioned how popular barcodes still were or
341 something that allowed a resident to scan into the website and suggested
342 having that on a sign to allow volunteer sign up form access versus only a
343 paper form.

344
345 Chair Becker suggested coordinating with Communications Manager
346 Bowman on links or other electronic ideas for volunteer sign ups, such as
347 a volunteer app.

348
349 Commissioner Sattler suggested a "hash tag" as a fun way for residents to
350 connect on social media to share photos of the events.

351
352 Chair Becker thanked individual commissioners for their interesting ideas,
353 and thanked Commissioner Manke for leading the charge.

354
355 Commissioner Manke advised that she would come prepared at the June
356 meeting with a rough draft of ideas for further discussion and CEC
357 decision-making.

358
359 **c. Priority Project Update: Form Strategies for Outreach to Under-**
360 **Represented Groups**

361 At the request of Chair Becker, Commissioner Gardella advised that she
362 had yet been unable to meet with her subgroup; and briefly touched on

363 some preliminary ideas, anticipating a more detailed update for the June
364 CEC meeting.

365

366 **7. New Business**

367

368 **a. Discuss and Elect/Appoint Ethics Commission Representative**

369 Chair Becker sought input from his colleagues on how to handle this
370 appointment and sought volunteers to serve.

371

372 Commissioner Manke expressed interest in leading this first
373 representation, noting she didn't see it as too much of a time commitment,
374 and would serve to document what was involved for other commissioners
375 going forward.

376

377 **With no other commissioners expressing interest in serving, Chair**
378 **Becker moved, Commissioner Sattler seconded, appointment of**
379 **Commissioner Michelle Manke to serve as the CEC representative to**
380 **the Ethics Commission for a term to expire approximately April 1,**
381 **2017.**

382

383 Chair Becker opined that this would also serve as another benefit to the
384 CEC to build bench strength.

385

386 **Ayes: 6**

387 **Nays: 0**

388 **Motion carried.**

389

390 City Manager Trudgeon reported that members of the newly-formatted
391 Ethics Commission were still being collected, and therefore no specific
392 date for an annual meeting had been scheduled. However, Mr. Trudgeon
393 advised that he anticipated completion of appointments and that annual
394 meeting scheduled for August of 2016; and prior to the planning for the
395 annual Ethics Training scheduled for October.

396

397 **8. Chair, Committee and Staff Reports**

398

399 **a. Chair's Report**

400 Chair Becker reported on recent City Council meetings, including
401 presentation of recommendations from the Joint Zoning Notification Task
402 Force and Neighborhood Association Task Force. Chair Becker noted that
403 the City Council had simply received the reports, and discussions were
404 slated over the next few months respectively for each set of
405 recommendations as applicable.

406

407 Chair Becker reiterated the CEC vacancy and encouraged individual
408 commissioners to network with their Roseville colleagues and neighbors

409 and encourage them to apply to get quality candidates to serve. Chair
410 Becker reviewed the application process and timing for the process.

411
412 Commissioner Sattler asked if there were any rules about family members
413 serving simultaneously and as long as it was made known.

414
415 City Manager Trudgeon advised that he would need to review the Uniform
416 Commission Code to see if that was documented; but could recall no
417 specific policy.

418
419 Chair Becker agreed that he could recall no action on that either, and
420 suggested it may vary from commission to commission as well (e.g.
421 money involved in decision-making), but otherwise didn't see it should
422 matter. Chair Becker suggested applying to see the outcome, and
423 encouraged all qualified applicants to apply.

424

425 **b. Staff Report**

426

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

428 City Manager Trudgeon noted Chair Becker had covered most of
429 the updates; but advised he would send an email to CEC
430 commissioners tomorrow of the City Council's context related to
431 the Zoning Notification Task Force recommendations and any staff
432 suggested code changes and/or policy adoption recommendations
433 as indicated.

434

435 City Manager Trudgeon reported that interviews for the CEC
436 vacancy were currently scheduled for June 13, 2016.

437

438 **ii. SE Roseville Strategic Priority Update**

439 Regarding Priority Planning Projects (PPP), City Manager
440 Trudgeon provided an update on the anticipated all-encompassing
441 discussion of the City Council at their May 23, 2016 meeting
442 specific to the SE Roseville initiatives. Mr. Trudgeon reported that
443 the City did not receive the U. S. Bank grant for playground
444 equipment, but had been awarded the Community Development
445 Block Grant funds. Mr. Trudgeon noted that future City Council
446 discussions would involve next steps and other funding
447 opportunities, including property purchases and future playground
448 funding.

449

450 City Manager Trudgeon further reported that earlier this afternoon,
451 Mayor Roe, Interim Community Development Director Kari
452 Collins and he had met with City Council members and staff from
453 the Cities of Maplewood and St. Paul to discuss strategies and
454 common interests along the Rice Street/Larpentour Avenue area in

455 SE Roseville and involving their jurisdictions as well. Mr.
456 Trudgeon reported that this initial and preliminary discussion
457 involved numerous issues and options, including transportation,
458 public safety, aesthetics, etc. Mr. Trudgeon noted that the City of
459 Roseville could work on their side, but the entire area was
460 challenging and would require considerable cross-collaboration.

461
462 As a kick-off meeting today, Mr. Trudgeon advised that there
463 appeared to be a lot of interest in cooperating, and he was
464 encouraged by the conversation. Mr. Trudgeon advised that he
465 would be reporting on this in more detail to the City Council as
466 part of the PPP update, and how to schedule future visioning
467 sessions to get community input on what is important to them and
468 their ideas for solutions. Mr. Trudgeon noted that the Roseville
469 City Council was committed, and as the process evolved, he would
470 keep the CEC informed and updated.

471
472 Commissioner Gardella asked how large the SE Roseville area was
473 envisioned to be.

474
475 City Manager Trudgeon advised that how to define the term “SE
476 Roseville” was part of the discussion, but a very good question,
477 and still unknown. Mr. Trudgeon noted it could involve only the
478 Rice Street and Larpenteur Avenue intersection; the SE corner of
479 the SE corner; or a broader area that had yet to be vetted; and
480 driven by those interested in talking about it before borders or
481 boundaries are actually determined, and how far away that interest
482 lies.

483
484 At the request of Commissioner Gardella, City Manager Trudgeon
485 assured the CEC that today’s meeting was intended as capacity-
486 building, beyond staff discussions to-date, and included those on
487 the policy-maker level, with the next step being residents of each
488 community involved.

489
490 **iii. Other Items**

491 City Manager Trudgeon reported that the city had paid for another
492 year’s membership in the North Suburban Gavel Club; and advised
493 that, at the request of Chair Becker, besides Commissioner
494 Tomlinson, the entire CEC would receive a group email with
495 meeting schedules to provide transparency of all agendas and
496 minutes.

497
498 **9. Commission Communications, Reports, and Announcements**

499 Commissioner Gardella announced the fourth and final community conversation
500 sponsored by the Lake McCarrons Neighborhood Association and Advocates for

501 Human Rights. Commissioner Gardella advised that a final report will be
502 compiled by Advocates for Human Rights of themes from the Community
503 discussions and be provided to the CEC and City Council. Commissioner
504 Gardella reported that the events had proven to be successful events - well-
505 managed and well-attended.
506

507 Commissioner Holub advised that she had previously discussed with City
508 Manager Trudgeon the formality of CEC meeting minutes, wondering if there was
509 a way to reduce that formality and make them less intimidating to the everyday
510 citizen. Commissioner Holub noted this had become evident to her in reviewing
511 minutes as she considered whether or not to apply to the CEC. As examples,
512 Commissioner Holub referenced how commissioners were referred to during
513 discussions and in meeting minutes; and suggested more consistency and
514 individuality was preferable to her.
515

516 Commissioner Manke tied this discussion into her personal observations related
517 for former CEC Commissioner Grefenberg and distinctions between an individual
518 resident and roles of commissioners, especially in light of some of the bumps
519 along the way as the CEC was initiated. Commissioner Manke opined that, from
520 her perspective, once you became a commissioner, you also became a public
521 figure and had walked into the realm of politics at its core level or first step. As
522 such, Commissioner Manke opined that there were certain things to follow:
523 procedures, protocol, ethics, etc. Commissioner Manke noted that was part of the
524 learning process, and while still being community volunteers, there was now a
525 difference. Commissioner Manke further opined that a local government role was
526 different than many regular or general civic organization meetings, and did
527 represent a certain level of politics.
528

529 Commissioner Tomlinson asked Commissioner Holub for a better understanding
530 of her concerns; whether how commissioners are addressed or how the CEC
531 meeting is recorded and put out to the public, formality of motions, or other
532 concerns.
533

534 Commissioner Holub clarified that the former concerns were uppermost in her
535 mind; noting that she worked for county government and therefore understood
536 and respected the difference in that role, including respecting earned titles.
537 However, to her, by simplifying or making things less formal, Commissioner
538 Holub stated that was her personal philosophy, and opined it would go a long way
539 in deciding individually how a commissioner wanted to serve in this role, while
540 still allowing for respect for and among individual commissioners.
541

542 Commissioner Gardella stated her appreciation for Commissioner Holub's input,
543 and from her personal work at her office and with the Board and Commission
544 Leadership Institute, she agreed that the process and learning culture could be off-
545 putting for people and making things more accessible may be prudent.
546 Commissioner Gardella noted, as volunteers meeting in a public space and

547 serving the city, there may be ways to make things less intimidating and help
548 people learn more. Commissioner Gardella noted she had been referred to in a
549 variety of ways around the CEC table, and had no strong preference for one or the
550 other; and agreed that may be one way to make the process and conversation more
551 accessible for the listening audience.

552
553 Within this setting and with an audience in attendance or viewing at home,
554 Commissioner Sattler opined that to her it indicated that some level of formality
555 was appropriate. Commissioner Sattler agreed it would be nice to make things
556 more inviting and welcoming for new CEC commissioners, expressing how
557 intimidating she had found it last month when being expected to jump right in.
558 However, Commissioner Sattler noted that this was also part of what she found
559 intriguing about serving in this different setting, and could prove as a positive as
560 well, opining there were pros and cons on either side, and she considered it a big
561 part of the positive experience of volunteering.

562
563 Commissioner Manke suggested this could be part of the way to expand city
564 learning and engagement, and suggested having a mock advisory commission
565 learning opportunity to understand various roles and processes to create more of a
566 comfort-level for residents.

567
568 Commissioner Sattler spoke in support of that idea versus lowering the standards
569 for advisory commissions, opining that would help increase understanding levels.

570
571 Commissioner Holub noted that a goal of the CEC was to be more resident-
572 friendly versus teaching; and therefore, opined it should meet people where
573 they're at rather than them having to figure it out.

574
575 Commissioner Manke noted that the CEC, as well as the City Council, had talked
576 about having meetings outside City Hall to reduce that formality and intimidation
577 at City Hall. However, Commissioner Manke also noted the logistical challenges
578 in that in noticing, announcing and taping those meetings for a broader audience.

579
580 Chair Becker agreed that the CEC was a group of volunteers; but also agreed that
581 the role is a political position having been appointed by elected officials. Chair
582 Becker noted that his role of Chairperson of the CEC served to shield the broader
583 CEC from some of those politics; but also found it helpful to remember he was
584 serving in a volunteer capacity in addition to the role or an officious position.
585 Chair Becker noted that allowed him to keep an appropriate frame.

586
587 Chair Becker suggested meeting in the middle, by being less formal during the
588 meeting in addressing each other, and offered to adjust accordingly as emcee of
589 the meeting, inviting correction from individual commissioners as applicable, and
590 to help residents see the commission as more inviting to spark their interest in
591 serving.

592

593 As to the meeting minutes, Chair Becker advised that while not having many legal
594 requirements as to their format, his inclination would be to lean toward
595 consistency with other advisory commissions and the City Council across the
596 board. Chair Becker questioned if, when residents engage, they actually read
597 through meeting minutes; and suggested if the city did a good enough job on the
598 website, there should be no need for them to do so.

599
600 Commissioner Manke noted requirements for meeting minutes as addressed in the
601 Uniform Commission Code.

602
603 City Manager Trudgeon noted there was no set format for meeting minutes, but
604 advised that they did become part of the official documents and record of the
605 City. Mr. Trudgeon noted that today's minute style was more descriptive than
606 those of the past, but noted the need for some detail in identifying short- and long-
607 term makers of a motion, names of public speakers, creating some importance as
608 to how that information will be able to be researched in the future. As to a
609 speaker, Mr. Trudgeon noted the need from a historical perspective to be able to
610 identify a speaker, whether a commissioner or resident during public comment, to
611 draw a distinction between those speakers. As an example, Mr. Trudgeon noted
612 the even more formal nature of a Planning Commission meeting typically having
613 lots of public comment; and knowledge of the speaker today, but not in future
614 archived records of the city.

615
616 Chair Becker reiterated his commitment to make an effort – and accept correction
617 when not doing so – to address individual commissioners by their first names.

618
619 Referencing former CEC Commissioner Grefenberg again, Commissioner Manke
620 opined that he did an awesome job with what he had accomplished to-date for the
621 CEC. Commissioner Manke noted her sadness with what had happened over the
622 last few years based on different personalities probably with different motives.
623 However, specific to having the role of public officials, Commissioner Manke
624 noted the need to be careful about what was said and for actions taken as that
625 compared with the general public's behavior. Commissioner Manke noted how
626 upset she was when hearing what happened at a recent City Council meeting and
627 personal attacks that served to hurt individuals unnecessarily, and tainting
628 everything accomplished by the CEC to-date. Commissioner Manke questioned
629 how much more effective it could have been to deal with issues on a one-to-one
630 basis rather than publically at a meeting; and her interpretation of attempts to
631 sway information. Commissioner Manke opined it was important to be aware of
632 personal agendas and how a commissioner handled those situations.

633
634 Commissioner Manke opined that Commissioner Grefenberg did a great job and
635 was a passionate person for those issues he chose to pursue. As to how he worked
636 with other people, Commissioner Manke referenced Mr. Grefenberg's previous
637 comments tonight in noting that everyone didn't agree on everything, but that was
638 how things worked. Commissioner Manke opined that it was a measure of a

639 person in how they interacted with and respected others; and reiterated the need
640 for private conversations versus public attacks; and focusing on the work at hand
641 while listening to each other in a kind and respectful manner.
642

643 **10. Commissioner-Initiated Items for Future Meetings**

644 None.

645

646 **11. Recap of Commission Actions This Meeting**

647 Vice Chair Gardella, with input from her colleagues, reviewed action items
648 developed during tonight's meeting, including:

- 649 • Parade and Party in the Park updates in June for any CEC decision-making
650 (Manke & Holub)
- 651 • Priority Project Update: Form Strategies for Outreach to Under-Represented
652 Groups (Gardella)
- 653 • Networking of individual commissioners to seek new CEC applicants (all)
- 654 • City Council meeting discussion on Zoning Notification Task Force
655 Recommendations (Becker)
- 656 • SE Roseville Visioning Discussion at May 23rd City Council meeting
657

658 **12. Adjournment**

659 Commissioner Gardella moved, Commissioner Manke seconded, adjournment of
660 the meeting at approximately 8:17 p.m.

661

662 **Ayes: 6**

663 **Nays: 0**

664 **Motion carried.**

665

666

Next Meeting – Thursday, June 9, 2016 at 6:30 p.m.