



Minutes

Roseville Community Engagement Commission (CEC)

Thursday, June 9, 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, Amber Sattler, Chelsea Holub and Erik Tomlinson

Staff Present: Staff Liaison/City Manager Patrick Trudgeon

2. Approve Agenda

Commissioner Gardella moved, Commissioner Tomlinson seconded, approval of the agenda as presented.

Ayes: 6

Nays: 0

Motion carried.

3. Public Comment on Items Not on Agenda

None.

4. Approval of May 12, 2016 Meeting Minutes

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

Commissioner Sattler moved, Commissioner Holub seconded, approval of May 12, 2016 meeting minutes as amended.

Corrections:

- **Page 5 (Holub)**

- **Line 193**

- Change to read as follows: "Commissioner Holub asked about [~~volunteer opportunities~~ ~~with~~] [*coordination between*] the CEC or other advisory commissions."

- **Line 206**

- Change to read as follows: "Commissioner Manke noted that she had already been discussing with Commissioner Holub some of [~~those~~ ~~volunteer opportunities~~] [*that coordination*]."

Ayes: 6

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Nays: 0
Motion carried.

5. Old Business

Chair Becker noted this new process for these standing monthly agenda items for follow-up, and apologized for the late notice to individual commissioners as this first attempt was implemented.

Commissioner Gardella noted that, for the third priority item, Commissioner Tomlinson was also involved.

a. Update on Roseville Parade and Party in the Park Planning
Commissioners Manke and Holub

Party in the Park

Commissioner Manke reported on the planning today and distributed as a bench handout, *attached hereto and made a part hereof*, displayed a potential banner with graphics she had developed to help promote the “WE Are Roseville” focus to expand this year’s Rosefest promotion of “I Am Roseville.” Commissioner Manke noted her attempt to incorporate commerce, civic and recreational high points and sought feedback from the CEC. Commissioner Manke suggested her effort was to encourage residents to become more engaged (e.g. volunteering) without getting too wordy on the banner.

Discussion ensued regarding location of the banner behind the CEC booth; and whether or not the intent was to support and involve all advisory commissions or specifically the CEC, with the goal being to encompass all of the city’s other commissions and seek their participation for the event.

Commissioner Manke noted that her intent was to extend an invitation to each advisory commission.

Commissioner Tomlinson stated he liked the banner idea and graphics, but asked if this was intended to represent the Roseville community and variety of its people and their ages.

Commissioner Manke stated that this had been her intent to the extent she was able to find images, including showing a variety of ethnicities.

Commissioner Gardella thanked Commissioner Manke for her time in developing this; and stated her support of the idea of “WE Are Roseville.” Commissioner Gardella suggested actual photos or activities/events of Roseville residents as a collage to more effectively represent the Roseville community rather than the displayed animated pieces. Commissioner Gardella noted that there were great photos available from recent Karen

91 community events, as well as from various park activities. However,
92 Commissioner Gardella recognized that may be problematic given the
93 amount of time remaining before this event.

94
95 Commissioner Manke responded that she didn't think that would be
96 difficult to accomplish, other than the logistics of displaying photos on the
97 banner and the difficulty of size and visibility of those photos versus
98 animation. Commissioner Manke also noted the limited time most
99 citizens spent viewing the banner based on last year's experience in the
100 limited amount of time they spent at the booth.

101
102 Chair Becker concurred that citizens didn't stop at the booth long unless
103 they had specific issues or comments.

104
105 Commissioner Manke suggested directing interested citizens to the City's
106 website for those photos, or having a secondary sign stating "WE ARE
107 Roseville" and showing those photos or ideas to become involved, with
108 the website address, or available via a handout.

109
110 Commissioner Tomlinson asked City Manager Trudgeon if there would be
111 time to incorporate information about the upcoming comprehensive plan
112 update at the Party in the Park and/or parade to let people know the plan
113 was going to be revisited and create another opportunity to receive their
114 feedback, as well as reaching out to the public at this early date.

115
116 City Manager Trudgeon responded that, yes that was a possibility, but
117 expressed some hesitancy since the City Council would just be first
118 discussing the comprehensive plan process at their meeting on Monday,
119 June 13, and how they want to proceed with the public process had yet to
120 be defined. Otherwise, Mr. Trudgeon agreed this would be an awesome
121 opportunity; and suggested perhaps a more generic "heads up" to alert
122 citizens to the city's website for the comprehensive plan. Again, Mr.
123 Trudgeon recognized this was a great idea, but somewhat premature at this
124 point.

125
126 Commissioner Gardella noted some organizations in the metropolitan area
127 were getting together to discuss what a comprehensive plan was or what it
128 involved, and suggested there may be some generic information available
129 through that resource to discuss the process versus just informing citizens
130 on what a comprehensive plan was, and its impact on their community and
131 area. Commissioner Gardella stated her interest in exploring that
132 educational idea, such as via a handout describing the plan, its mandate by
133 the Metropolitan Council, and other generic aspects.

134
135 Commissioner Tomlinson agreed with that idea.
136

137 City Manager Trudgeon advised that he would check with city staff to see
138 what was already available, or what possibilities they could come up with
139 along those lines.

140
141 Commissioner Gardella volunteered to also check with those organizations
142 she was familiar with to see if they had any fact sheets that may be
143 applicable; and if so would forward them to City Manager Trudgeon.

144
145 City Manager Trudgeon noted that the Metropolitan Council also had
146 considerable information available, and he'd check that out, even if it
147 required some personalization for Roseville.

148
149 Commissioner Manke suggested that since this is a booth, and given the
150 short stopping time of citizens, as well as its intent to represent the CEC
151 and other city advisory commissions, it may not be prudent to have too
152 much information. Also, since this is an election year, Commissioner
153 Manke stated that she anticipated a considerable amount of political
154 activity from candidates at the event. Related to the comprehensive plan
155 and learning opportunity the day in the park represented, Commissioner
156 Manke suggested another opportunity to educate citizens about the
157 comprehensive plan later in the process.

158
159 Commissioner Sattler stated that, even if only a brief stop by citizens on
160 their way to other events, it provided an opportunity for dialogue and to
161 get them engaged and start a conversation.

162
163 Commissioner Manke noted the limited experience of the CEC at day in
164 the park last year, suggesting it will depend on how many advisory
165 commissioners show up at the event, since last year it was only she and
166 Chair Becker from the CEC and two other commissioners from another
167 advisory commission. Commissioner Manke advised that last year's focus
168 was on "Speak Up! Roseville" as its launch was anticipated; and
169 suggested that also be promoted again this year to since it was now up and
170 operating.

171
172 Chair Becker suggested re-using the sign from last year, since it was still
173 timely, and also the ½ sheet postcard used last year if there were any
174 remaining. Chair Becker agreed that "Speak Up! Roseville" would still be
175 a timely issue, and allow the CEC to solicit feedback from those having
176 used it or to inform those yet unfamiliar with it.

177
178 Discussion ensued on other topics of interest that could be promoted for
179 the "Speak Up! Roseville" website including the comprehensive plan as a
180 topic.

181

182 Specific to the draft banner, City Manager Trudgeon asked that the banner
183 be representative of all volunteers and activities versus only emphasizing
184 park and recreation volunteers to encompass those broader community
185 efforts.

186
187 Commissioner Manke duly noted that suggestion; and also noted that
188 Roseville was known for its parks and recreation opportunities, but opined
189 she considered the civic side as part of those volunteer areas.
190 Commissioner Manke suggested a separate sign may be better to tie
191 volunteering into this, with a specific sign to solicit and encourage
192 volunteering with a list of opportunities available community-wide, which
193 would catch attention on the community's diverse offerings.

194
195 Chair Becker noted that "community" and "commerce" were broad topics.

196
197 As time allows, City Manager Trudgeon offered to review with
198 Communications Manager Garry Bowman the available pictures beyond
199 those on the website and consider how they would transfer to the banner
200 or if the graphics would show up better.

201
202 Commissioner Manke noted that the banner size, in accordance with her
203 draft design, was intended at 2.5' x 6', and reiterated that pictures would
204 be limited in size and viewability.

205
206 Commissioner Holub stated she thought the pictures could be viable if
207 they presented diverse ideas; and at the request of Commissioner Gardella,
208 opined that there could still be room for headings with each picture.
209 Commissioner Holub asked City Manager about the legal use of pictures
210 on the City website, with City Manager Trudgeon advising they were city
211 property and available for city use.

212
213 Commissioner Manke noted that the resolution of photos off the website
214 wasn't as good as original photos.

215
216 City Manager Trudgeon advised that the question would be if the
217 appropriate pictures could be found to clearly depict the diverse topics
218 desired.

219
220 As another option, Commissioner Manke suggested a brochure or flyer
221 with additional pictures could be used as a supplement, since the banner
222 would be located 8' deep into the booth, and therefore the pictures would
223 be difficult to see if too small.

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225 Discussion ensued as to possible alternate locations for the banner, and the
226 difficult logistics of those various locations; and Commissioner Manke
227 supplying a tent above the table provided by the city.

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Given this discussion, Commissioner Gardella asked if it was worth further research on photos and their resolution, or if Commissioner Manke’s graphics should be used this year without more time and/or information available.

Chair Becker suggested a supplemental 3-ring binder or other material available for additional pictures at the booth.

Commissioner Manke suggested another option may be table tents if weighted or clear plexi-glass display stands.

City Manager Trudgeon suggested a take away with city contact information for those interested in volunteering would also reduce production costs, and could include pictures of other volunteers on a regular size piece of paper.

Chair Becker concurred, noting that Volunteer Coordinator Kelly O’Brien may already have some information available for distribution.

Commissioner Holub volunteered to check out the city’s website to review what was available; and would consult with Commissioner Manke off line to refine ideas.

Commissioner Manke noted that it typically took 6-8 days for preparation and delivery of the banner for the event.

Commissioner Sattler recognized the unique opportunity this event presented to get people more engaged and incentivize their visiting the booth. Commissioner Sattler suggested a question that the CEC could answer or ask about the comprehensive plan or some other reason they would show interest in stopping versus just walking by, whether questions were specific or generic, but give them a hint or make them feel more comfortable initiating a conversation.

Commissioner Manke asked that her colleagues keep in mind that other commissions may be involved, not just the CEC, when considering questions to make sure someone was informed and qualified to respond to those questions, whether through signage, verbally or via a brochure.

Commissioner Sattler suggested the sign should tell people why they would be interested in stopping at the booth to gain information, not just to identify the CEC, but provide some way to peak their interest in stopping.

Discussion ensued related to this year’s buttons, “I am Roseville,” with some remaining for distribution, and offering an opportunity for citizens to

274 get their button, and then be made familiar with the “WE ARE
275 ROSEVILLE” concept at the booth; distribution of other materials
276 suggested by City Manager Trudgeon (e.g. city maps); and ways to engage
277 people any time the CEC or other advisory commissioners are meeting the
278 public.

279
280 Commissioner Manke expressed her appreciation of this year’s button that
281 didn’t simply emphasize Rosefest, but the entire community from a
282 broader sense, representing a long-term concept and transitioning into the
283 “WE ARE ROSEVILLE” identity.

284
285 Commissioner Gardella expressed interest in Commissioner Sattler’s
286 suggestions, recognizing that the booth wasn’t reserved exclusively for the
287 CEC. However, Commissioner Gardella opined that any time there was a
288 public opportunity for community engagement, it was important to take
289 advantage of that. Commissioner Gardella spoke in support of
290 Commissioner Sattler’s suggested questions to engage citizens, and
291 volunteered to work with her off line to create a one-page document about
292 what the CEC was all about, its role and its priority projects.
293 Commissioner Gardella stated it provided a good opportunity to showcase
294 what the City Council had tasked the CEC with, and agreed that questions
295 were important in seeking citizen input on those priorities and projects, or
296 their individual ideas for other priorities or projects to consider in the
297 future and as deemed important by direction of the City Council.
298 Commissioner Gardella opined that constant opportunities to highlight the
299 CEC’s task and charge were always great opportunities, including at this
300 event. Commissioner Gardella reiterated her interest in a one-page
301 information sheet, and if citizens take a copy and express interest, the CEC
302 could seek further engagement to obtain their thoughts or ideas.

303
304 Chair Becker expressed interest in having priority projects available as
305 laminated information sheets at the booth, including accomplishments to-
306 date as well as those yet to be accomplished.

307
308 Commissioner Manke suggested a one-page sheet listing all advisory
309 commissions and information or their charge, with that information readily
310 available for copying off the city’s website, and serving as an additional
311 educational and/or recruitment tool.

312
313 Commissioner Gardella agreed with highlighting all commissions, their
314 charge and tasks.

315
316 City Manager Trudgeon volunteered city staff to gather that information
317 together from the city’s website for distribution.

318

319 Commissioner Holub agreed with Commissioner Sattler’s idea, and
320 suggested further enhancement by gathering past topics posted on the
321 “ideas” section of the “Speak Up! Roseville” website, and having buckets
322 available for people to vote for the most winning ideas, which would
323 further serve to get interaction with citizens by offering an incentive and
324 move beyond just an information booth.

325
326 Commissioner Sattler agreed this would further engage citizens as the
327 ultimate goals.

328
329 Commissioner Manke sought further information on how much activity
330 had actually occurred on the “Speak Up! Roseville” site and while liking
331 the idea, questioned if it would be better to hold off until next year’s event
332 to allow more topics, and allowing development of a strategic plan to
333 incorporate an idea per month.

334
335 Chair Becker noted the website had two sections: one city sponsored to
336 prompt community discussion, and the other citizen-driven to offer ideas.
337 Chair Becker suggested the citizen idea section be the focus of a context if
338 that was used this year, with the CEC choosing the top ten submitted over
339 the last year, and seeking citizen input to vote on their choice that could
340 prompt further discussion.

341
342 Commissioner Gardella spoke in support of this option, to bring attention
343 to “Speak Up! Roseville” as well as community engagement.

344
345 Commissioner Manke noted this would encourage citizens to check out
346 the website if something could be ready for this year’s event, and interest
347 them in coming back to the website frequently.

348
349 Commissioner Holub suggested a separate bucket for citizens to deposit
350 their new ideas now rather than remembering to do so on the website; with
351 note cards available at the booth for submitting those ideas in real time.

352
353 Commissioner Sattler noted this could be a pilot project this year, and be
354 further expanded or made better and more organized for next year, but
355 serve to showcase the website for educational and engagement efforts, and
356 interest citizens in expressing their ideas. For those wanting to express
357 even more ideas, Commissioner Sattler noted they could take away
358 information about the website to submit those additional ideas.

359
360 Discussion ensued related to the logistics of getting something put
361 together this year; whether to use specific or broader idea topics; and a
362 review of other items to have available at the booth (e.g. table tent photos
363 with caption for the volunteer event displayed; questions on “Speak Up”
364 Roseville;” and one-page fact sheets for each advisory commission).

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Commissioner Holub volunteered to work on the buckets for the booth this year.

Commissioner Manke asked Commissioner Sattler to participate on the project as well.

Chair Becker asked City Manager Trudgeon to check with Volunteer Coordinator O'Brien to see if she had some information already available without re-inventing the wheel; with Commissioner Manke also asking that Ms. O'Brien provide her input on these options and tools as well.

City Manager Trudgeon volunteered city staff to put together a generic handout on the comprehensive plan update as previously discussed, as previously mentioned and as Commissioner Gardella suggested to alert citizens to watch for future ways to engage in the process to provide their input.

Commissioner Manke suggested separation of the two different focus areas: engagement in volunteering and engagement in the comprehensive plan update process.

Commissioner Manke advised that she would be sending invitations for their participation in the Day in the Park and Parade events to other advisory commissions in the near future.

Parade

Chair Becker suggested no vehicle was needed as it was used last year only for candy storage and a wagon would suffice.

Commissioner Holub volunteered to purchase candy for the parade, provided City Manager Trudgeon guided her through the amount needed and paperwork process to do so, with City Manager Trudgeon duly noting that request.

Commissioner Sattler advised she would not be able to attend the parade due to her work schedule.

Commissioner Manke reported there were in excess of 90 units for this year's parade; and stated the CEC's interest in being sooner rather than later, hopefully as last year, right after the City Manager's unit. Commissioner Manke opined this was one of the better community parades in the area.

c. Priority Project Update: Form strategies for outreach to under-represented groups

411 Commissioner Gardella advised that their work group would be meeting
412 July 14, 2016 to sketch out a plan, and a report would be forthcoming after
413 that meeting.
414

415 **d. Priority Project Update: Assist in the formulation of the 2017**
416 **comprehensive plan update process**

417 Commissioner Tomlinson reported his preliminary research, with the
418 assistance of City Manger Trudgeon, since he had suddenly become the
419 lead rather than trainee for this priority with the resignation of former CEC
420 Commissioner Grefenberg.
421

422 Commissioner Tomlinson noted the update would be a big project and
423 require a lot of work; and advised that City Manager Trudgeon had
424 provide a copy of the public engagement strategy developed and
425 successfully used by the Park & Recreation Commission during their Park
426 Master Plan and Renewal Program process that could serve as a model for
427 the comprehensive plan update process as well.
428

429 Commissioner Tomlinson reiterated that his research to-date remained
430 preliminary until the City Council decided on the scope of the plan update;
431 and noted that the Metropolitan Council also had a considerable amount of
432 public outreach tools available, including involving under-represented
433 residents. Commissioner Tomlinson opined that could be used as a tool to
434 inform the community engagement process, as well as referencing the
435 large number of goals and strategies used during the extensive outreach
436 done for the former *Imagine Roseville 2025* community visioning process.
437 Using that previous community visioning process, Commissioner
438 Tomlinson noted it provided details of what had been accomplished, those
439 goals yet to be accomplished, and those that may no longer be valid, as
440 well as new things to consider. However the process proceeded,
441 Commissioner Tomlinson opined it provided a good foundation from
442 which to work.
443

444 City Manager Trudgeon expanded on the City Council's first conversation
445 about the comprehensive plan update at their June 13, 2016 meeting that
446 will provide a place to start. Mr. Trudgeon reviewed the staff report for
447 that conversation, and encouraged CEC commissioners to view that
448 information on the City's website for the meeting's agenda packet
449 information, and offered to provide a copy of the staff report going to the
450 City Council today for Monday's meeting. Mr. Trudgeon noted this
451 would involve reviewing the last process used for the 2008 update; the
452 *Imagine Roseville 2025* process used in 2007/08; and other documents to
453 inform this update process. Depending on how the City Council chose to
454 proceed, Mr. Trudgeon advised that it could run the gamut from a basic
455 technical review and update as needed or if an entire rewrite was
456 indicated. Since Roseville was a built-out versus a newly-developing

457 community, Mr. Trudgeon opined there wasn't as much pressure.
458 However, depending on what the City Council decided for the scope of the
459 plan update, Mr. Trudgeon noted it would define how much community
460 engagement was needed and would serve to inform the CEC's
461 recommendations to the City Council for the engagement process and
462 tools.

463
464 City Manager Trudgeon encouraged CEC commissioners to follow that
465 conversation, since community engagement would define and be an
466 important part of the process, with an active role for each advisory
467 commission's participation. Mr. Trudgeon noted that an outside
468 consultant would be hired to assist staff with and to guide the process, and
469 that part of any prospective consultant's credentials for the City Council's
470 consideration would be their commitment to community engagement
471 efforts. Mr. Trudgeon suggested the City Council may support several
472 CEC commissioners sitting in on the interview panel for those consultants
473 for their feedback. Mr. Trudgeon clarified that the CEC was not being
474 asked to hold side meetings or conduct public forums or facilitate those
475 public engagement meetings, but simply to make recommendation to the
476 City Council on strategies and an approach, or the most effective tools to
477 use.

478
479 After the City Council's direction after Monday night's meeting, City
480 Manager Trudgeon advised he would have more information to share with
481 the CEC, and again encouraged them to view or follow the City Council
482 discussion as well to inform their recommendations. Mr. Trudgeon opined
483 that he didn't get the impression at this point that the City Council was
484 interested in another lengthy *Imagine Roseville 2025* process, but maybe a
485 review of that community visioning process instead. Mr. Trudgeon noted
486 the Planning Commission had held their first discussions on the plan
487 update at their most recent meeting, and provided some input on the
488 process for the City Council's consideration this coming Monday. Mr.
489 Trudgeon reported that the Planning Commission also noted the need to
490 engage under-represented groups, which was consistent with the CEC's
491 interests as well.

492
493 At the request of Commissioner Gardella, City Manager Trudgeon opined
494 that he expected the City Council to provide direction to staff at this first
495 conversation, and seek action in July. Mr. Trudgeon advised that he
496 hoped to have Request for Proposals (RFP) ready by the end of summer so
497 outside consultants could start this fall on the update process.

498
499 Commissioner Holub asked Commissioner Tomlinson if he was looking
500 for additional CEC assistance at this point.
501

502 Commissioner Tomlinson responded that it would depend on how much
503 work the City Council was looking to, but welcomed any assistance in
504 sharing that workload once it was determined, suggesting that could be
505 revisited at next month's update.

506
507 **b. Priority Project Update: Recommend ways to expand city learning**
508 **and engagement opportunities**

509 Commissioner Manke reported that discussion was still pending on
510 learning opportunities and how and when to get them across; and
511 determining a location for hosting those opportunities, whether on-site or
512 off-site.

513
514 **e. Priority Project Update: Advocate for select items from 2014 CEC**
515 **recommended policies and strategies**

516 Chair Becker reported on select items included in this priority.

517
518 Annual Town Hall-Style Meeting
519 Chair Becker noted the interest in a more informal and less intimidating
520 meeting outside the City Council chambers with council members and
521 advisory commissioners. Chair Becker stated his recommendation that the
522 City Council take the lead on that off-site meeting prior to advisory
523 commissions to initiate discussions and determine the preferred format of
524 the meetings, and their timing. Since this was an election year, Chair
525 Becker suggested the meetings be postponed until after that, and once the
526 new city elected officials are seated in 2017 to avoid any political issues
527 when it would be time to begin that discussion and update the CEC
528 accordingly.

529
530 Administrative Support for the CEC
531 Chair Becker noted that, at this time, the city's administrative staff was
532 covering CEC needs. Chair Becker reported that the current thinking was
533 that no additional dedicated staff was indicated at this time, but as the
534 CEC provided more recommendations, a review of whether
535 implementation of an FTE was applicable, and at that time could be added
536 to the budget process, probably not before the 2018 budget.

537
538 Publication of Meeting Agenda Items and Minutes
539 Chair Becker reported that administrative staff is currently working in
540 implementing these recommendations as noted to provide easier access for
541 the public.

542
543 Discussion ensued regarding seasonal timing for potential off-site
544 meetings if waiting until after elections or sooner if indicated but not
545 wanting to give political advantage to some candidates and not all; other
546 options for off-site meetings, including new business openings, or perhaps
547 Rosedale Center as another option; and the logistical challenges of some

548 sites for televising/recording the meetings as preferred by the City
549 Council.

550
551 City Manager reviewed some of the logistical issues in televising live or
552 remotely off-site, additional costs involved, and the need to carefully
553 consider what, how and where when making any recommendations.

554
555 Further discussion ensued as to potential topics for those off-site meetings
556 beyond a City Council format; possible topics or areas of focus to receive
557 public input versus a typical Q & A used at a town hall meeting; but
558 definitely different than a general City Council agenda.

559
560 Commissioner Gardella stated she would argue for a town hall format, or
561 topics generated by the public, noting that a city council meeting format
562 and its formal procedures proved intimidating to many people; and the
563 goal was to make the City Council more accessible. Commissioner
564 Gardella opined that how that environment was created, its style and
565 format, would be vitally important for facilitating community interest and
566 engagement.

567

568 **6. New Business**

569 None

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571 **7. Chair, Committee and Staff Reports**

572

573 **a. Chair's Report**

574 Chair Becker reported on the CEC application deadline and upcoming
575 interviews at Monday's City Council meeting; with a total of four
576 candidates. Chair Becker further reported that neither he nor Vice Chair
577 Gardella would be available to attend the interviews, but advised he would
578 review the resumes, listen to the interview recordings, and provide his
579 recommendation to the City Council for this one vacancy. Chair Becker
580 stated he would also submit some questions to the City Council for their
581 consideration during the interviews.

582

583 Commissioner Gardella advised that she would plan to attend the
584 interviews, provided she arrived back in town in time to do so; but if not,
585 advised she would also watch them via recording.

586

587 Chair Becker expressed his excitement in having four candidates apply for
588 the one vacancy.

589

590 **b. Staff Report**

591

592 **i. Upcoming Items on Future Council Agendas**
593 Community Survey

594 As previously discussed, City Manager Trudgeon reported on the
595 community survey available at Monday night's Council meeting;
596 and offered to make the actual survey available to the CEC for
597 their next agenda.

598
599 At the request of Commissioner Sattler, City Manager Trudgeon
600 advised that the community survey results were available on the
601 city's website, City Council agenda materials. At the further
602 request of Commissioner Sattler, Mr. Trudgeon reported that the
603 community survey had been a random phone survey of 400
604 Roseville residents conducted by an independent company, the
605 same firm that had conducted the 2014 survey, making it more
606 consistent and interesting to compare surveys.

607
608 Neighborhood Association Task Force Recommendations

609 City Manager Trudgeon reported that the Neighborhood
610 Association Task Force recommendations were scheduled for the
611 July 11, 2016 City Council meeting, immediately before the CEC
612 met again. Mr. Trudgeon welcomed CEC commissioners'
613 attendance at that meeting as well; and while recommendations
614 were not yet set up for staff to present, they would ultimately
615 suggest next steps for the City Council to consider implementing
616 and they would then direct staff accordingly. Mr. Trudgeon noted
617 that this may require several meetings to achieve.

618
619 Joint Meeting of the CEC and City Council

620 As noted by Chair Becker, City Manager Trudgeon reported on the
621 upcoming joint meeting with the City Council providing an
622 opportunity for them and the CEC to sit at the same table and
623 dialogue and interact. Mr. Trudgeon noted that these joint
624 meetings were always anticipated by the City Council and they
625 enjoyed the interaction and check-in. Once he confirms the date of
626 the meeting, Mr. Trudgeon encouraged as many commissioners as
627 possible to attend and participate; and asked if the date presented a
628 problem for the majority, it could be rescheduled so a larger
629 number of CEC commissioners could attend.

630
631 Zoning Notification Task Force Recommendations

632 As provided in the May 16, 2016 written staff report to the City
633 Council included in tonight's meeting packet materials, City
634 Manager Trudgeon briefly summarized the pilot program instituted
635 by the City Council for the joint CEC and Planning Commission's
636 recommendation on greater notification for land use issues, with a
637 check back scheduled for November of 2016. Mr. Trudgeon
638 commended the Community Development Department on their
639 efforts to make those recommendations work in a realistic way.

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Specific to extraordinary notification recommendations, City Manager Trudgeon advised that the City Council had initially discussed them, but more certainty was needed to provide clear direction to staff and avoid subjectivity in staff decision-making; and creation of some parameters to better guide that process while retaining some flexibility. Mr. Trudgeon reported that additional discussion would follow this great concept, and address the realities of implementing it.

ii. Other Items

Commissioner Holub asked about the city’s involvement to-date and in the future with the upcoming A-line opening this weekend and community celebration planned in Roseville for that event. Commissioner Holub asked if there had been or was going to be communication or coordination between the City of Roseville and the Metropolitan Council for this important transit enhancement.

City Manager Trudgeon reported that city staff had met with representatives of the Metropolitan Council over the last 3-4 months related to the celebration at stops and logistics.

Beyond the Saturday planned event, Commissioner Holub asked if there was ongoing community engagement anticipated for bus transit in and around Roseville.

Clarifying that since this was a Metro Transit operation, City Manager Trudgeon advised that they would be doing additional promotion through their own venues. Mr. Trudgeon noted that the city and staff were happy it was finally here, and would continue to promote it and other transportation amenities and opportunities in the community. However, as far as a coordinated effort for the A-line, Mr. Trudgeon advised that the city had not been further involved.

8. Commission Communications, Reports, and Announcements

9. Commissioner-Initiated Items for Future Meetings

City Manager Trudgeon advised he could include discussion by the CEC at their July meeting of the community survey results being heard by the City Council this coming Monday.

Chair Becker noted that the July agenda would include discussion for the CEC’s joint meeting with the City Council scheduled in August.

685 Commissioner Gardella offered to bring the Karen listening sessions final report
686 to the CEC’s attention in August if it was available; and advised that she would
687 provide Chair Becker with the timing for the report.
688

689 **10. Recap of Commission Actions This Meeting**

690 Commissioner Gardella reviewed tonight’s discussion and action steps for
691 Commissioners Manke, Holub and Sattler involving additional planning for the
692 Day in the Park event; and noted CEC interviews scheduled this coming Monday
693 by the City Council.
694

695 Chair Becker encouraged commissioners to view the interviews and provide their
696 feedback to him as he made a recommendation to the City Council on behalf of
697 the CEC.
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699 **11. Adjournment**

700 Commissioner Gardella moved, Commissioner Manke seconded, adjournment of
701 the meeting at approximately 7:42 p.m.
702

703 **Ayes: 6**

704 **Nays: 0**

705 **Motion carried.**