



Community Engagement Commission Agenda

Monday, March 6, 2017

5:30 p.m.

City Council Chambers

- 5:30 p.m.
1. **Roll Call**
 2. **Approve Agenda**
 3. **Public Comment on Items Not on Agenda**
 4. **Approval of February 9 meeting minutes**
 5. **New Business**
- 5:35 p.m.
- a. Appointment of Representatives from the Community Engagement Commission to work with the City Council sub-committee on the combination of the CEC and HRC
- 5:45 p.m.
- b. Consider cancelling the monthly Community Engagement Commission meeting scheduled for March 16
- 5:50 p.m.
6. **Adjournment**

Public Comment is encouraged during Commission meetings. You may comment on items not on the agenda at the beginning of each meeting; you may also comment on agenda items during the meeting by indicating to the Chair your wish to speak.

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Minutes

Roseville Community Engagement Commission (CEC)

Thursday, February 9, 2017 - 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 Chelsea Holub, and Commissioners Peter Sparby, Erik Tomlinson, Commissioners Amber Sattler, and Michelle Manke

Staff Present: Staff Liaison/City Manager Patrick Trudgeon

2. Approve Agenda

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

Ayes: 6

Nays: 0

Motion carried.

3. Public Comment on Items Not on Agenda

a. Sherry Sanders, S McCarron's Boulevard and Do Good Roseville and Nyia Harris

Ms. Sanders introduced Ms. Harris to announce upcoming panel discussions by five black men entitled, "Race: "Ask a Black Man," sponsored by Do Good Roseville and hosted by Ms. Harris; to be held at the Autumn Grove Park building, 1365 Lydia Avenue on February 15, 2017 from 7:00 – 8:30 p.m.

Commissioner Holub asked if reports or notes of the meeting would be available afterward; with Ms. Sanders advising that the DoGoodRV.com or their Facebook site would have information.

Ms. Harris also advised that she was in the process of creating a special email address for this event to receive direct feedback on the event itself and to inform the public if this event became a future series.

Ms. Sanders also announced the presentation of the documentary "Equal Means Equal" providing statistics and facts about women's rights in America. Ms. Sanders advised that the Ramsey County Library – Roseville Branch would be showing the documentary on March 9, co-sponsored by the

44 Library and League of Women’s Voters; with the film also available online
45 by streaming equalmeansequal.com.

46
47 Ms. Sanders reported that the film “Race: The Power of an Illusion”
48 previously hosted by Do Good Roseville in December of 2016 had been
49 attended by the Roseville Police Chief for all three sessions; and based on his
50 favorable impressions of the film, he had in turn used it in his January 2017
51 leadership training courses. Ms. Sanders opined that this film could change
52 lives; especially when so much was tied into systemic race training that had
53 been implemented across America in the 1940’s and 1950’s that some
54 weren’t aware of and now was just coming to light, impacting the social
55 construct. Ms. Sanders expressed her hope that these films and discussions
56 would help change people’s hearts and minds about racism.

57
58 City Manager Trudgeon added that the upcoming series referenced by Ms.
59 Sanders scheduled for March 1, 8 and 15 was co-sponsored by the Cities of
60 Roseville and Shoreview and their respective Human Rights Commissions,
61 along with the Ramsey County Library – Roseville Branch.

62
63 Ms. Sanders noted that each episode in the series was approximately 90
64 minutes in length and could also be viewed on line on YouTube for those
65 unable to attend.

66
67 Chair Becker thanked Ms. Sanders and Ms. Harris for bringing these events
68 to the CEC’s and their viewing public’s attention.

69
70 **4. Approval of January 12, 2017 Meeting Minutes**
71 *Comments and corrections to draft minutes had been submitted by various CEC*
72 *Commissioners prior to tonight’s meeting and those revisions were incorporated*
73 *into the draft presented in tonight’s agenda packet.*

74
75 Commissioner Holub moved, Commissioner Sattler seconded, approval of
76 January 12, 2017 meeting minutes as presented.

77
78 **Ayes: 6**
79 **Nays: 0**
80 **Motion carried.**

81
82 **5. Old Business**

83
84 **a. Priority Projects Updates**

85
86 **i. Assist in the formulation of the 2017 Comprehensive Plan Update**
87 **process** (Commissioners Tomlinson, Sparby)

88 City Manager Trudgeon provided an update, as detailed in his staff
89 report as part of the meeting packet; including key messages, roles and

90 responsibilities for the Planning Commission serving as the steering
91 committee and as developed by the city’s consultant for community
92 engagement for the comprehensive plan update over the next year.
93 Mr. Trudgeon highlighted some of those engagement options and plan
94 to get word out through traditional and social media platforms and the
95 city website; metrics built in to track how well each of those
96 communication options is doing and whether target markets are being
97 reached beyond those options used in the past.

98
99 City Manager Trudgeon referenced page 5 of the LHB Consultant’s
100 Memorandum dated January 18, 2017 and as adopted by the City
101 Council at their January 23, 2017 meeting that explained the process in
102 more detail, and those different events or touches to receive public
103 comment as noted. In addition, Mr. Trudgeon reported that the
104 Planning Commission had instituted a second meeting each month
105 devoted specifically to the comprehensive plan with a different topic
106 of focus for each of those meetings to encourage public participation
107 as well.

108
109 City Manager Trudgeon noted four check-ins had been scheduled with
110 the City Council, in addition to two initial public meetings, with the
111 first scheduled March 7, 2017 as the public kickoff meeting at 6:00
112 p.m. at the Roseville Skating Center, with extensive notification
113 underway consisting of published notice as well as mailing of 16,000
114 post cards (including renters) throughout the community. Noting the
115 rarity of sending a citywide notification, Mr. Trudgeon expressed hope
116 that it resulted in a good turnout and response. Mr. Trudgeon
117 anticipated that the second public meeting was anticipated in the fall –
118 on a date yet to be determined – after the plan was more fully-
119 developed to gather public comment at that point as well.

120
121 While all meetings are open to the public, City Manager referenced
122 additional meetings of a more technical nature with area agency staffs,
123 business groups, and other stakeholders specifically focusing around
124 six topics as outlined in the memorandum. Also planned for additional
125 outreach, Mr. Trudgeon, reported on four walkabout meetings by staff
126 and consultants in designated neighborhoods and/or at a localized
127 meeting place; and noted plans to meet with young parents utilizing
128 the ECFE program to capture their input. Mr. Trudgeon advised that a
129 recent meeting with middle school students participating in the Future
130 City” program was tapped to gather youth input; in addition to online
131 surveys; intercept boards in areas around town to display common
132 interest themes for comment. Mr. Trudgeon also reported on the use
133 of “meetings in a box” for facilitators to take into neighborhoods or
134 organizations or community gathers to gain that input, as had been
135 done with good success for the Park Renewal Program. Mr. Trudgeon

136 noted the online surveys and other interactive platforms available a
137 part of the process, and as detailed in the memorandum.

138
139 Commissioner Holub reported that previous questions of whether CEC
140 feedback on community engagement had been included in the process
141 had been addressed by Senior Planner Bryan Lloyd, and was duly
142 reflected in this updated material. At the request of Commissioner
143 Holub, City Manager Trudgeon confirmed that those updates were
144 provided to the City Council in the plan they approved.

145
146 At the further request of Commissioner Holub as to ways the CEC
147 could be helpful going forward, City Manager Trudgeon suggested
148 that, by remaining aware of upcoming engagement events and
149 activities, they could serve as advocates to encourage public
150 participation, including the CEC. Also, Mr. Trudgeon suggested that
151 if and when the CEC observed part of the engagement system and
152 options that may not be working, or if the website needed refreshing or
153 clarification, that they provide that input to city staff.

154
155 As to the CEC having a formal role in the community engagement
156 efforts beyond monitoring the process, City Manager Trudgeon stated
157 that he wasn't sure there was a formal role beyond that and keeping
158 this item on the CEC's monthly agenda to provide any positive and/or
159 negative feedback throughout the process, particularly this early in the
160 process itself.

161
162 At the request of Commissioner Sattler, City Manager Trudgeon
163 confirmed that some of the City Council-approved methods being
164 implemented by the consultant were brand new in providing more
165 direct interaction with youth and plugging into the education system,
166 walkabouts, and intercept boards; while others had been proven
167 effective in the past (e.g. surveys, focus groups and interagency
168 meetings for the more technical aspects). By using that more
169 purposeful approach for engagement, Mr. Trudgeon opined that a
170 broader audience was anticipated, thus the Roseville Skating Center
171 being chosen as the venue for the public kick-off for the
172 comprehensive plan update.

173
174 Commissioner Sattler stated that the engagement plan looked good and
175 incorporated the ideas talked about by the CEC, such as more casual
176 and face-to-face meetings.

177
178 At the request of Commissioner Tomlinson, City Manager Trudgeon
179 reiterated that the City Council adopted the engagement plan at their
180 January 23, 2017 meeting. Commissioner Tomlinson stated his
181 understanding at the beginning of this process that the CEC would

182 have a more active role in the community engagement plan, but now
183 that didn't seem to be the case. Commissioner Tomlinson stated that
184 he felt the extent of his role was proving disappointing and left him
185 confused after the CEC's initial representation at one Planning
186 Commission meeting. Commissioner Tomlinson opined that this
187 seemed to be confirmed upon hearing City Manager Trudgeon's
188 comments tonight on the CEC's future role in the comprehensive plan
189 update process, seeming to be as that of any other citizen.

190
191 Commissioner Sattler added to that comment, that her takeaway from
192 initial meetings with the Task Force on community engagement was
193 that the CEC would continue in their role of evaluating how
194 communication was working; opining that this could be accomplished
195 as some of these engagement plans rolled out. While perhaps not
196 having as active of a role in their creation, Commissioner Sattler
197 opined that the consultant had good ideas that had been approved; and
198 going forward, she still saw the CEC having a role in evaluating and
199 providing constructive feedback on those communication efforts
200 beyond that of typical citizen feedback.

201
202 Commissioner Tomlinson agreed that this was a fair assessment of
203 what he had gathered from past discussions with the Task Force as
204 well, but still found the role of the CEC confusing.

205
206 While in agreement that the CEC needed a formal liaison for this
207 process, as he and Commissioner Tomlinson had been appointed to by
208 the CEC, Commissioner Sparby opined that a more formal structure
209 and awareness of that structure going forward was necessary to ensure
210 liaisons were worked into the planning process and schedule. As laid
211 out by nicely by City Manager Trudgeon tonight for the process form
212 the City Council down to the Planning Commission and then the
213 CEC's role, Commissioner Sparby reiterated that a more formal
214 structure was needed. While the CEC would be unable to predict
215 every possible event, Commissioner Sparby noted the need for the
216 CEC to remain involved.

217
218 In response to Commissioner Tomlinson, City Manager Trudgeon
219 agreed that the process didn't work as smoothly as initially anticipated
220 due to a combination of things, and agreed that needed further
221 reflection. However, Mr. Trudgeon noted that with the Planning
222 Commission chosen by the City Council to serve as the steering
223 committee throughout the update process, he noted that having a CEC
224 available was new to the process since the last update ten years ago.
225 For the purpose of distinction and as noted in the City Council's
226 charge to the CEC on the comprehensive plan, Mr. Trudgeon reminded
227 the CEC that was to make recommendation and evaluate community

228 engagement efforts as to what methods or options should or should not
229 be used, but didn't involve running or setting up events.

230
231 As to the CEC's role, while not formal, City Manager Trudgeon
232 suggested it was to make sure the engagement system was working as
233 it moved forward. As previously mentioned, Mr. Trudgeon noted the
234 monthly Special Planning Commission meetings devoted specifically
235 to the comprehensive plan update that were open to the public and
236 encouraged any of the CEC commissioners, but especially liaisons, to
237 consider attending those meetings and provide their feedback on that
238 community engagement at those meetings as the Planning Commission
239 also evaluates events as they're held and feedback coming forward.
240 Mr. Trudgeon stated that staff would make it a point to alert the
241 Planning Commission of that attendance to recognize CEC
242 participation at their discretion as indicated. Otherwise, Mr. Trudgeon
243 suggested that the CEC should share their perceptions on how
244 community engagement events were held and how received by the
245 public and then bring those comments back to the full CEC.

246
247 Commissioner Sparby agreed that he was supportive of that as the
248 CEC role; but opined that at a minimum a more formal communication
249 of scheduled events and Planning Commission meetings be provided
250 by city staff to the CEC to ensure that a representative of the CEC was
251 available at those meetings and/or events to keep the CEC involved in
252 the process and aware of dates.

253
254 City Manager Trudgeon responded that he would include the CEC on
255 the email list of Special Planning Commission meetings for their
256 participation as desired. Mr. Trudgeon advised that he would also
257 make the Chair of the Planning Commission aware of the CEC's
258 interest as well.

259
260 With concurrence by all commissioners, Commissioners Tomlinson
261 and Sparby agreed that would be helpful going forward.

262
263 **ii. Update on Under-represented Communities Initiative**
264 (Commissioners Holub, Manke, Sattler)
265 Commissioner Sattler summarized the draft 2017 agenda prepared by
266 their subcommittee as provided in meeting materials as Attachment
267 5.a.ii. Commissioner Sparby reviewed the four phases outlined;
268 advising that the subcommittee continued to brainstorm about different
269 community groups or existing organizations with which to build
270 relationships beyond those already recognized by the City Council.

271
272 Commissioner Sattler's review included whether the former CEC
273 discussion about the Gavel Club may provide contacts for approaching

274 special interest groups from Roseville; and if a future hired
275 Community Engagement Coordinator position by the city was needed
276 to create and maintain those relationships, or whether the Volunteer
277 Coordinator or CEC should focus on those relationships.

278
279 Commissioner Holub noted that, at this point, there were some meaty
280 discussions being held by the subcommittee that needed further pursuit
281 as some were still hazy, and they recognized the difficulties in
282 identifying a magic tip for Roseville to engage a certain population.
283 Since it remained a goal to continue reaching out to under-represented
284 groups in the community, Commissioner Holub opined that it was
285 evident that could best be accomplished through face-to-face
286 interaction, even though who was to serve in that role and how
287 remained in question.

288
289 As this is presented as a phased approach, Commissioner Manke
290 advised that the subcommittee would continue its work to have a more
291 formal recommendation to present to the City Council.

292
293 When talking about building relationships, Commissioner Sattler
294 stated that she was happy to see the comprehensive plan's community
295 engagement efforts include walkabouts and meetings-in-a-box as an
296 example of face-to-face interaction. Commissioner Sattler opined that
297 more people would respond to that versus a more formal event;
298 opining that was a good step forward.

299
300 Commissioner Sparby asked if the city had any staff already on board
301 that was similar to that of a Community Engagement Coordinator.

302
303 City Manager Trudgeon responded that the city did not, but that it did
304 have lots of staff doing that engagement in a variety of ways within
305 their own disciplines. Mr. Trudgeon opined that engagement tied back
306 to the neighborhood association that the CEC had previously
307 addressed as a way to reach out to the community for contact, which
308 city staff did whenever and wherever possible. As an example, Mr.
309 Trudgeon recognized the Karen Organization of Minnesota (KOM) in
310 serving as translators for the Karen community to encourage their
311 participation for events held in and specifically about SE Roseville.
312 As part of that effort, Mr. Trudgeon used examples of the city's Fire
313 and Police Departments, as well as the Parks & Recreation Department
314 working with that community on an ongoing basis.

315
316 At the request of Commissioner Sparby, City Manager Trudgeon
317 confirmed that there was no specific budget line item allocation for
318 community engagement efforts, but advised that the budget included
319 those efforts as part of each department's budget in various forms and

320 happening organically over time without being under one cohesive
321 community engagement umbrella. Mr. Trudgeon noted that some
322 communities may have a person designated by title for community
323 engagement, but they were few and far between.

324
325 Commissioner Sparby asked if there was any interest by the city in
326 expanding the role of the Volunteer Coordinator or involvement with
327 the CEC in how that staff person's time and funds are expended.

328
329 City Manager Trudgeon stated that was always a possibility; but
330 clarified that with the position only having been in place for
331 approximately two years, the infrastructure (e.g. database, training and
332 coordination with departments) was still evolving.

333
334 At the request of Commissioner Sattler, City Manager Trudgeon
335 reviewed some of the ways city staff reached out to the Karen
336 community for certain events; some spontaneous and others more
337 deliberate, and also continued to evolve. As an example, Mr.
338 Trudgeon reported on the city's intervention when the apartments
339 lived in by many of the Karen community were the subject of code
340 violations with those tenants being blamed by the landlord, with staff
341 stepping in mediate and correct safety concerns. Mr. Trudgeon noted
342 an upcoming meeting of the SE Roseville working group, Mr.
343 Trudgeon advised that he would include the CEC in the meeting
344 notices for attendance by individual commissioners if available.

345
346 Commissioner Holub asked if there was anyone in Ramsey County,
347 Metropolitan Council, or the East Metro government doing community
348 engagement.

349
350 City Manager Trudgeon responded that he would look further into the
351 Metropolitan Council's community engagement efforts considering
352 their mission to include under-represented populations, suggesting that
353 as a good resource for the subcommittee to check into as well.

354
355 In conjunction with the comprehensive plan update and Metropolitan
356 Council efforts, Commissioner Holub opined that suburbs should be
357 recognized for their role as gathering places beyond the populations of
358 Greater Minneapolis or St. Paul; and volunteered to look into the
359 Metropolitan Council as part of subcommittee's ongoing work.

360
361 City Manager Trudgeon reported that he would also do further
362 research with the Metropolitan Council.

363
364 **iii. Update on CEC Documentation Initiative**
365 (Chair Becker, Commissioners Sparby, Tomlinson)

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Commissioner Sparby noted that the CEC had passed the subcommittee’s redline version at their last meeting, and asked that City Manager Trudgeon process it accordingly.

City Manager Trudgeon advised that some reconciliation remained between his notes from the original version and CEC discussion and that submitted by Commissioner Sparby.

Commissioner Sparby duly noted that; and further noted that in recent meetings with the City Council subcommittee on commissions, there had been talk about defining the charge of the CEC for more clarity; and suggested therefore, that the document may need further tweaking as a result. However, pending reconciliation, Commissioner Sparby noted that the document had received action at the last CEC meeting and therefore, needed to be finalized.

6. New Business

7. Chair, Committee and Staff Reports

a. Chair Report

b. Staff Report

i. Upcoming Items on Future Council Agendas

At the January 30, 2017 City Council meeting, City Manager Trudgeon reported that they had taken formal action to not renew the “Speak Up! Roseville” online portal due to lack of use and other issues with that program.

City Manager Trudgeon advised that the City Council, at their upcoming February 13, 2017 meeting would hear an update from the subcommittee on commissions (Mayor Roe and Councilmember Laliberte), stating that he was unsure whether they would have conclusions or simply an update. Mr. Trudgeon noted that appointments remained pending to cover reappointment and to cover vacancies on the CEC as of April 1, 2017, therefore it needed resolution. Mr. Trudgeon volunteered to send out a link to CEC commissioners of that meeting for those unable to attend in person.

City Manager Trudgeon provided a list of upcoming meetings of interest to the CEC.

Open House

411 City Manager Trudgeon advised that in-house discussions were still
412 underway by city staff for logistics and timing for an open house
413 before making formal recommendation to the City Council. Mr.
414 Trudgeon reviewed some of the pending issues (e.g. how to get people
415 to interact at City Hall and department staff versus those more exciting
416 equipment viewings and activities for children); how to entice
417 attendance if held on a nice Saturday in May; and if incorporating a
418 discussion of the city's budget and where and how tax dollars were
419 spent would serve of any interest compared to other more exciting
420 distractions. With so many activities gearing up in the spring, with
421 many already scheduled, Mr. Trudgeon questioned if an open house
422 would be of any value to its residents this spring or if a later date in the
423 fall may be more enticing. Mr. Trudgeon stated that he and staff were
424 open to further suggestion by the CEC.
425

426 Commissioner Manke stated that she was confused since the CEC and
427 its subcommittee had presented a plan to City Manager Trudgeon,
428 based on what their understanding was of City Council directive; but
429 to her knowledge, that plan had not yet been submitted to the City
430 Council nor were they aware of it. Commissioner Manke opined that
431 it appeared that the plan had been diverted from who the CEC was
432 supposed to advise about it; making it appear that staff was making the
433 decision without input from or involvement by the CEC.
434

435 City Manager Trudgeon questioned if the actual charge by the City
436 Council to the CEC was to organize an open house. Mr. Trudgeon
437 reported that staff was still working out the details based on the
438 previous suggestions received from the CEC, as per his update at this
439 meeting, but until staff was able to make a recommendation to the City
440 Council with an actual suggested date based on other events happening
441 within the community, it was premature to bring it to them.
442

443 Commissioner Sattler stated that part of the concerns being expressed
444 resulted from individual commissioners meeting with the City
445 Council's subcommittee on commissions who appeared unaware of
446 what the CEC was doing and some of its actual accomplishments.
447 Commissioner Sattler stated that commissioners wanted to make sure
448 the City Council was aware of and saw what the CEC was working on
449 (e.g. photo contest) to keep them abreast of their work, whether or not
450 they chose to take action.
451

452 Commissioner Sparby clarified that the CEC presented a suggested
453 open house outline to City Manager Trudgeon and staff; and they
454 would then re-issue it to the City Council once the details were fleshed
455 out when it was elevated to that level at that more appropriate time.
456

457 City Manager Trudgeon concurred, suggesting that could be as early
458 as April if so indicated. As to Commissioner Sattler’s point, Mr.
459 Trudgeon responded that some of these items had been discussed at
460 the CEC’s joint meeting with the City Council; and suggested if the
461 CEC desired to appear before the City Council more frequently, that
462 could be arranged. However, Mr. Trudgeon reported that the City
463 Council received copies of all advisory committee meeting agenda and
464 minutes of those meetings; with staff also sharing activities of those
465 groups; and questions to staff from the City Council on specifics.
466 While having a more formal check-in with the City Council may be
467 good to some extent, Mr. Trudgeon also noted that, with eight
468 commissions, it was a time-consuming addition to City Council
469 agendas in addition to other business to be conducted and considered.

470
471 Specific to the open house, Commissioner Holub asked if there was
472 any facet City Manager Trudgeon would feel comfortable with for the
473 CEC to provide areas of focus, creating thinking or recommendations.
474

475 City Manager Trudgeon suggested putting the open house on the
476 March CEC agenda for additional feedback. Mr. Trudgeon repeated
477 that a concern of staff was whether or not people would show up or if
478 a stronger focus or purpose was needed to draw them in when the open
479 house was competing against other activities and events. City
480 Manager Trudgeon reviewed some of the conflicts going on (e.g.
481 Fishing Season Opener, Mothers Day, etc.) in May, and the only
482 remaining optional day being May 7, 2017. For instance, Mr.
483 Trudgeon asked if individual commissioners and their families would
484 take a valuable Saturday to attend the open house if not for their role
485 on the CEC.

486
487 Commissioner Holub agreed that the CEC should talk about the open
488 house further at their March meeting; but opined that it sounded like
489 September might prove a much better time to hold it.
490

491 **iii. Other Items**

492
493 **8. Commission Communications, Reports, and Announcements**

494 Commissioner Holub reported that she would not be available to attend next
495 month’s CEC meeting if held on the usual date; and asked if alternate dates could
496 be considered.
497

498 After City Manager Trudgeon reviewed open dates for use of the Council
499 Chambers, discussion ensued on optional dates.
500

501 Commissioner Holub moved, Commissioner Sattler seconded, rescheduling the
502 March CEC meeting from March 9 to March 16, 2017 at 6:30 p.m. in the City
503 Hall Council Chambers.

504
505 City Manager Trudgeon advised that he would duly notice that meeting date
506 change.

507

508 **Ayes: 6**

509 **Nays: 0**

510 **Motion carried.**

511

512 **9. Commissioner-Initiated Items for Future Meetings**

513 Commissioner Manke reported on a recent posting on NextDoor.com and
514 attempts to resurrect or recreate the Roseville Arts Council, a 501.C.3
515 organization, seeking people to breathe new life into it. Commissioner Manke
516 asked if there was interest by the CEC in helping to facilitate this, such as in
517 conjunction with its photo project. Commissioner Manke noted that the group
518 used to organize the annual Arts at the Oval, since taken over by the city.

519

520 Chair Becker suggested, if Commissioner Manke could find a representative of
521 the group to present their needs to the CEC, consideration be given to including
522 this item on the March meeting agenda.

523

524 Commissioner Manke agreed to attend the meeting for the Arts Council and
525 provide an update to the CEC.

526

527 As a private citizen, Commissioner Holub reported that she joined the Rosefest
528 Parade Committee as a volunteer; and sought CEC comments on past
529 participation.

530

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

532 Vice Chair Holub briefly highlighted actions and follow-up from tonight's
533 meeting as previously discussed.

534

535 **11. Adjournment**

536 Commissioner Holub moved, Commissioner Manke seconded, adjournment of the
537 meeting at approximately 7:34 p.m.

538

539 **Ayes: 6**

540 **Nays: 0**

541 **Motion carried.**

542



City Manager's Office

Memo

To: Community Engagement Commission
From: Patrick Trudgeon, City Manager
Date: March 2, 2017
Re: March 6, 2017 Community Engagement Commission Special Meeting

Due to the City Council's action to combine the Community Engagement Commission (CEC) and the Human Rights Commission (HRC), it is necessary to hold a special meeting to consider two items.

Appointment of Representatives from the Community Engagement Commission to work with the City Council sub-committee on the combination of the CEC and HRC. The City Council subcommittee is seeking two CEC members to participate in the process of reviewing the scope and duties of the CEC and the HRC in order to create the newly combined commission. The representatives from the CEC will work with Mayor Dan Roe and Councilmember Lisa Laliberte as well as representatives of the HRC. No meetings have been scheduled at this time. However, work on this matter is expected to begin presently.

Consider cancelling the monthly Community Engagement Commission meeting scheduled for March 16. Given the transition that is occurring, staff recommends the CEC cancel its March 16 meeting. While 2017 priorities for the CEC have been identified, they may no longer be relevant to the new combined commission. To the extent some are, it may be worthwhile for the CEC subcommittees to continue to work on the priorities and report back to the new combined commission at a future date.