



## 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 Library and League of Women's Voters; with the film also available online by streaming equalmeansequal.com.

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

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

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

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

- 4. **Approval of January 12, 2017 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 tonight’s agenda packet.*

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

**Ayes: 6**  
**Nays: 0**  
**Motion carried.**

- 5. **Old Business**
  - a. **Priority Projects Updates**
    - i. **Assist in the formulation of the 2017 Comprehensive Plan Update process** (Commissioners Tomlinson, Sparby)  
City Manager Trudgeon provided an update, as detailed in his staff report as part of the meeting packet; including key messages, roles and responsibilities for the Planning Commission serving as the steering committee and as developed by the city’s consultant for community

91 engagement for the comprehensive plan update over the next year. Mr.  
92 Trudgeon highlighted some of those engagement options and plan to get  
93 word out through traditional and social media platforms and the city  
94 website; metrics built in to track how well each of those communication  
95 options is doing and whether target markets are being reached beyond  
96 those options used in the past.

97  
98 City Manager Trudgeon referenced page 5 of the LHB Consultant’s  
99 Memorandum dated January 18, 2017 and as adopted by the City  
100 Council at their January 23, 2017 meeting that explained the process in  
101 more detail, and those different events or touches to receive public  
102 comment as noted. In addition, Mr. Trudgeon reported that the Planning  
103 Commission had instituted a second meeting each month devoted  
104 specifically to the comprehensive plan with a different topic of focus  
105 for each of those meetings to encourage public participation as well.

106  
107 City Manager Trudgeon noted four check-ins had been scheduled with  
108 the City Council, in addition to two initial public meetings, with the first  
109 scheduled March 7, 2017 as the public kickoff meeting at 6:00 p.m. at  
110 the Roseville Skating Center, with extensive notification underway  
111 consisting of published notice as well as mailing of 16,000 post cards  
112 (including renters) throughout the community. Noting the rarity of  
113 sending a citywide notification, Mr. Trudgeon expressed hope that it  
114 resulted in a good turnout and response. Mr. Trudgeon anticipated that  
115 the second public meeting was anticipated in the fall – on a date yet to  
116 be determined – after the plan was more fully developed to gather public  
117 comment at that point as well.

118  
119 While all meetings are open to the public, City Manager referenced  
120 additional meetings of a more technical nature with area agency staffs,  
121 business groups, and other stakeholders specifically focusing around six  
122 topics as outlined in the memorandum. Also planned for additional  
123 outreach, Mr. Trudgeon reported on four walkabout meetings by staff  
124 and consultants in designated neighborhoods and/or at a localized  
125 meeting place; and noted plans to meet with young parents utilizing the  
126 ECFE program to capture their input. Mr. Trudgeon advised that a  
127 recent meeting with middle school students participating in the Future  
128 City” program was tapped to gather youth input; in addition to online  
129 surveys; intercept boards in areas around town to display common  
130 interest themes for comment. Mr. Trudgeon also reported on the use of  
131 “meetings in a box” for facilitators to take into neighborhoods or  
132 organizations or community gathers to gain that input, as had been done  
133 with good success for the Park Renewal Program. Mr. Trudgeon noted  
134 the online surveys and other interactive platforms available a part of the  
135 process, and as detailed in the memorandum.

136

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

143  
144 At the further request of Commissioner Holub as to ways the CEC could  
145 be helpful going forward, City Manager Trudgeon suggested that, by  
146 remaining aware of upcoming engagement events and activities, they  
147 could serve as advocates to encourage public participation, including  
148 the CEC. Also, Mr. Trudgeon suggested that if and when the CEC  
149 observed part of the engagement system and options that may not be  
150 working, or if the website needed refreshing or clarification, that they  
151 provide that input to city staff.

152  
153 As to the CEC having a formal role in the community engagement  
154 efforts beyond monitoring the process, City Manager Trudgeon stated  
155 that he wasn't sure there was a formal role beyond that and keeping this  
156 item on the CEC's monthly agenda to provide any positive and/or  
157 negative feedback throughout the process, particularly this early in the  
158 process itself.

159  
160 At the request of Commissioner Sattler, City Manager Trudgeon  
161 confirmed that some of the City Council-approved methods being  
162 implemented by the consultant were brand new in providing more direct  
163 interaction with youth and plugging into the education system,  
164 walkabouts, and intercept boards; while others had been proven  
165 effective in the past (e.g. surveys, focus groups and interagency  
166 meetings for the more technical aspects). By using that more purposeful  
167 approach for engagement, Mr. Trudgeon opined that a broader audience  
168 was anticipated, thus the Roseville Skating Center being chosen as the  
169 venue for the public kick-off for the comprehensive plan update.

170  
171 Commissioner Sattler stated that the engagement plan looked good and  
172 incorporated the ideas talked about by the CEC, such as more casual and  
173 face-to-face meetings.

174  
175 At the request of Commissioner Tomlinson, City Manager Trudgeon  
176 reiterated that the City Council adopted the engagement plan at their  
177 January 23, 2017 meeting. Commissioner Tomlinson stated his  
178 understanding at the beginning of this process that the CEC would have  
179 a more active role in the community engagement plan, but now that  
180 didn't seem to be the case. Commissioner Tomlinson stated that he felt  
181 the extent of his role was proving disappointing and left him confused  
182 after the CEC's initial representation at one Planning Commission

183 meeting. Commissioner Tomlinson opined that this seemed to be  
184 confirmed upon hearing City Manager Trudgeon’s comments tonight on  
185 the CEC’s future role in the comprehensive plan update process,  
186 seeming to be as that of any other citizen.

187  
188 Commissioner Sattler added to that comment, that her takeaway from  
189 initial meetings with the Task Force on community engagement was that  
190 the CEC would continue in their role of evaluating how communication  
191 was working; opining that this could be accomplished as some of these  
192 engagement plans rolled out. While perhaps not having as active of a  
193 role in their creation, Commissioner Sattler opined that the consultant  
194 had good ideas that had been approved; and going forward, she still saw  
195 the CEC having a role in evaluating and providing constructive  
196 feedback on those communication efforts beyond that of typical citizen  
197 feedback.

198  
199 Commissioner Tomlinson agreed that this was a fair assessment of what  
200 he had gathered from past discussions with the Task Force as well, but  
201 still found the role of the CEC confusing.

202  
203 While in agreement that the CEC needed a formal liaison for this  
204 process, as he and Commissioner Tomlinson had been appointed to by  
205 the CEC, Commissioner Sparby opined that a more formal structure and  
206 awareness of that structure going forward was necessary to ensure  
207 liaisons were worked into the planning process and schedule. As laid  
208 out by nicely by City Manager Trudgeon tonight for the process form  
209 the City Council down to the Planning Commission and then the CEC’s  
210 role, Commissioner Sparby reiterated that a more formal structure was  
211 needed. While the CEC would be unable to predict every possible  
212 event, Commissioner Sparby noted the need for the CEC to remain  
213 involved.

214  
215 In response to Commissioner Tomlinson, City Manager Trudgeon  
216 agreed that the process didn’t work as smoothly as initially anticipated  
217 due to a combination of things, and agreed that needed further reflection.  
218 However, Mr. Trudgeon noted that with the Planning Commission  
219 chosen by the City Council to serve as the steering committee  
220 throughout the update process, he noted that having a CEC available  
221 was new to the process since the last update ten years ago. For the  
222 purpose of distinction and as noted in the City Council’s charge to the  
223 CEC on the comprehensive plan, Mr. Trudgeon reminded the CEC that  
224 was to make recommendation and evaluate community engagement  
225 efforts as to what methods or options should or should not be used, but  
226 didn’t involve running or setting up events.

227

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

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

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

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

260 **ii. Update on Under-represented Communities Initiative**

261 (Commissioners Holub, Manke, Sattler)

262 Commissioner Sattler summarized the draft 2017 agenda prepared by  
263 their subcommittee as provided in meeting materials as Attachment  
264 5.a.ii. Commissioner Sparby reviewed the four phases outlined;  
265 advising that the subcommittee continued to brainstorm about different  
266 community groups or existing organizations with which to build  
267 relationships beyond those already recognized by the City Council.  
268

269 Commissioner Sattler’s review included whether the former CEC  
270 discussion about the Gavel Club may provide contacts for approaching  
271 special interest groups from Roseville; and if a future hired Community  
272 Engagement Coordinator position by the city was needed to create and

273 maintain those relationships, or whether the Volunteer Coordinator or  
274 CEC should focus on those relationships.

275  
276 Commissioner Holub noted that, at this point, there were some meaty  
277 discussions being held by the subcommittee that needed further pursuit  
278 as some were still hazy, and they recognized the difficulties in  
279 identifying a magic tip for Roseville to engage a certain population.  
280 Since it remained a goal to continue reaching out to under-represented  
281 groups in the community, Commissioner Holub opined that it was  
282 evident that could best be accomplished through face-to-face  
283 interaction, even though who was to serve in that role and how remained  
284 in question.

285  
286 As this is presented as a phased approach, Commissioner Manke  
287 advised that the subcommittee would continue its work to have a more  
288 formal recommendation to present to the City Council.

289  
290 When talking about building relationships, Commissioner Sattler stated  
291 that she was happy to see the comprehensive plan's community  
292 engagement efforts include walkabouts and meetings-in-a-box as an  
293 example of face-to-face interaction. Commissioner Sattler opined that  
294 more people would respond to that versus a more formal event; opining  
295 that was a good step forward.

296  
297 Commissioner Sparby asked if the city had any staff already on board  
298 that was similar to that of a Community Engagement Coordinator.

299  
300 City Manager Trudgeon responded that the city did not, but that it did  
301 have lots of staff doing that engagement in a variety of ways within their  
302 own disciplines. Mr. Trudgeon opined that engagement tied back to the  
303 neighborhood association that the CEC had previously addressed as a  
304 way to reach out to the community for contact, which city staff did  
305 whenever and wherever possible. As an example, Mr. Trudgeon  
306 recognized the Karen Organization of Minnesota (KOM) in serving as  
307 translators for the Karen community to encourage their participation for  
308 events held in and specifically about SE Roseville. As part of that effort,  
309 Mr. Trudgeon used examples of the city's Fire and Police Departments,  
310 as well as the Parks & Recreation Department working with that  
311 community on an ongoing basis.

312  
313 At the request of Commissioner Sparby, City Manager Trudgeon  
314 confirmed that there was no specific budget line item allocation for  
315 community engagement efforts, but advised that the budget included  
316 those efforts as part of each department's budget in various forms and  
317 happening organically over time without being under one cohesive  
318 community engagement umbrella. Mr. Trudgeon noted that some

319 communities may have a person designated by title for community  
320 engagement, but they were few and far between.

321  
322 Commissioner Sparby asked if there was any interest by the city in  
323 expanding the role of the Volunteer Coordinator or involvement with  
324 the CEC in how that staff person's time and funds are expended.

325  
326 City Manager Trudgeon stated that was always a possibility; but  
327 clarified that with the position only having been in place for  
328 approximately two years, the infrastructure (e.g. database, training and  
329 coordination with departments) was still evolving.

330  
331 At the request of Commissioner Sattler, City Manager Trudgeon  
332 reviewed some of the ways city staff reached out to the Karen  
333 community for certain events; some spontaneous and others more  
334 deliberate, and also continued to evolve. As an example, Mr. Trudgeon  
335 reported on the city's intervention when the apartments lived in by many  
336 of the Karen community were the subject of code violations with those  
337 tenants being blamed by the landlord, with staff stepping in mediate and  
338 correct safety concerns. Mr. Trudgeon noted an upcoming meeting of  
339 the SE Roseville working group, Mr. Trudgeon advised that he would  
340 include the CEC in the meeting notices for attendance by individual  
341 commissioners if available.

342  
343 Commissioner Holub asked if there was anyone in Ramsey County,  
344 Metropolitan Council, or the East Metro government doing community  
345 engagement.

346  
347 City Manager Trudgeon responded that he would look further into the  
348 Metropolitan Council's community engagement efforts considering  
349 their mission to include under-represented populations, suggesting that  
350 as a good resource for the subcommittee to check into as well.

351  
352 In conjunction with the comprehensive plan update and Metropolitan  
353 Council efforts, Commissioner Holub opined that suburbs should be  
354 recognized for their role as gathering places beyond the populations of  
355 Greater Minneapolis or St. Paul; and volunteered to look into the  
356 Metropolitan Council as part of subcommittee's ongoing work.

357  
358 City Manager Trudgeon reported that he would also do further research  
359 with the Metropolitan Council.

360  
361 **iii. Update on CEC Documentation Initiative**  
362 (Chair Becker, Commissioners Sparby, Tomlinson)  
363



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

367  
368 City Manager Trudgeon advised that some reconciliation remained  
369 between his notes from the original version and CEC discussion and that  
370 submitted by Commissioner Sparby.

371  
372 Commissioner Sparby duly noted that; and further noted that in recent  
373 meetings with the City Council subcommittee on commissions, there  
374 had been talk about defining the charge of the CEC for more clarity; and  
375 suggested therefore, that the document may need further tweaking as a  
376 result. However, pending reconciliation, Commissioner Sparby noted  
377 that the document had received action at the last CEC meeting and  
378 therefore, needed to be finalized.

379

380 **6. New Business**

381

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

383

384 **a. Chair Report**

385

386 **b. Staff Report**

387

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

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

393  
394 City Manager Trudgeon advised that the City Council, at their  
395 upcoming February 13, 2017 meeting would hear an update from the  
396 subcommittee on commissions (Mayor Roe and Councilmember  
397 Laliberte), stating that he was unsure whether they would have  
398 conclusions or simply an update. Mr. Trudgeon noted that appointments  
399 remained pending to cover reappointment and to cover vacancies on the  
400 CEC as of April 1, 2017, therefore it needed resolution. Mr. Trudgeon  
401 volunteered to send out a link to CEC commissioners of that meeting  
402 for those unable to attend in person.

403  
404 City Manager Trudgeon provided a list of upcoming meetings of interest  
405 to the CEC.

406

407 Open House

408 City Manager Trudgeon advised that in-house discussions were still  
409 underway by city staff for logistics and timing for an open house before

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

422  
423 Commissioner Manke stated that she was confused since the CEC and  
424 its subcommittee had presented a plan to City Manager Trudgeon, based  
425 on what their understanding was of City Council directive; but to her  
426 knowledge, that plan had not yet been submitted to the City Council nor  
427 were they aware of it. Commissioner Manke opined that it appeared  
428 that the plan had been diverted from who the CEC was supposed to  
429 advise about it; making it appear that staff was making the decision  
430 without input from or involvement by the CEC.

431  
432 City Manager Trudgeon questioned if the actual charge by the City  
433 Council to the CEC was to organize an open house. Mr. Trudgeon  
434 reported that staff was still working out the details based on the previous  
435 suggestions received from the CEC, as per his update at this meeting,  
436 but until staff was able to make a recommendation to the City Council  
437 with an actual suggested date based on other events happening within  
438 the community, it was premature to bring it to them.

439  
440 Commissioner Sattler stated that part of the concerns being expressed  
441 resulted from individual commissioners meeting with the City Council's  
442 subcommittee on commissions who appeared unaware of what the CEC  
443 was doing and some of its actual accomplishments. Commissioner  
444 Sattler stated that commissioners wanted to make sure the City Council  
445 was aware of and saw what the CEC was working on (e.g. photo contest)  
446 to keep them abreast of their work, whether or not they chose to take  
447 action.

448  
449 Commissioner Sparby clarified that the CEC presented a suggested  
450 open house outline to City Manager Trudgeon and staff; and they would  
451 then re-issue it to the City Council once the details were fleshed out  
452 when it was elevated to that level at that more appropriate time.

453  
454 City Manager Trudgeon concurred, suggesting that could be as early as  
455 April, if so indicated. As to Commissioner Sattler's point, Mr.

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

467  
468 Specific to the open house, Commissioner Holub asked if there was any  
469 facet City Manager Trudgeon would feel comfortable with for the CEC  
470 to provide areas of focus, creating thinking or recommendations.

471  
472 City Manager Trudgeon suggested putting the open house on the March  
473 CEC agenda for additional feedback. Mr. Trudgeon repeated that a  
474 concern of staff was whether or not people would show up or if a  
475 stronger focus or purpose was needed to draw them in when the open  
476 house was competing against other activities and events. City Manager  
477 Trudgeon reviewed some of the conflicts going on (e.g. Fishing Season  
478 Opener, Mothers Day, etc.) in May, and the only remaining optional day  
479 being May 7, 2017. For instance, Mr. Trudgeon asked if individual  
480 commissioners and their families would take a valuable Saturday to  
481 attend the open house if not for their role on the CEC.

482  
483 Commissioner Holub agreed that the CEC should talk about the open  
484 house further at their March meeting; but opined that it sounded like  
485 September might prove a much better time to hold it.

486  
487 **iii. Other Items**

488  
489 **8. Commission Communications, Reports, and Announcements**

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

493  
494 After City Manager Trudgeon reviewed open dates for use of the Council  
495 Chambers, discussion ensued on optional dates.

496  
497 Commissioner Holub moved, Commissioner Sattler seconded, rescheduling the  
498 March CEC meeting from March 9 to March 16, 2017 at 6:30 p.m. in the City Hall  
499 Council Chambers.

500

501 City Manager Trudgeon advised that he would duly notice that meeting date  
502 change.

503

504 **Ayes: 6**

505 **Nays: 0**

506 **Motion carried.**

507

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

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

515

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

519

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

522

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

525

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

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

529

530 **11. Adjournment**

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

533

534 **Ayes: 6**

535 **Nays: 0**

536 **Motion carried.**

537