



Human Rights, Inclusion and Engagement Commission Agenda

Wednesday, May 17, 2023

6:30 PM

City Council Chambers

Members of the public who wish speak during public comment or an agenda item during this meeting can do so virtually by registering at www.cityofroseville.com/attendmeeting

(Any times listed are approximate – please note that items may be earlier or later than listed on the agenda)

- 1. Call to Order/Roll Call - Becker, Francke, Gurung Vomhof, Hill, James, Macomber, Palmquist, Solarin, Tidball**
- 2. Receive Public Comment**
 - 3. Commission Response to Community Issues**
 - 4. Commissioner Outreach and Engagement Updates**
- 5. Approval of Meeting Minutes**
 - a. HRIEC Draft Meeting Minutes 04.19.23
- 6. Business Items**
 - a. Work Plan 2023-24 Discussion
 - b. Commission Outreach Presentation
- 7. Other Business**
 - a. Staff Report
 - b. Commission Consideration of Scope - Council Representative
- 8. Future Agenda Items**
- 9. Adjourn**

1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **DRAFT – April 19, 2023 - DRAFT**
4
5

6 **Commissioners Present:** Amanda Becker, Elliot Francke, Jeena Gurung Vomhof, Richard
7 James, Kathryn Macomber, Laura Palmquist, Adepeju Solarin
8 (Peju) (arrived at 7:18 p.m.) and David Tidball.
9

10 **Youth Commissioners:** None
11

12 **Commissioners Absent:** William Hill, (excused)
13

14 **Staff Present:** Corey Yunke, Community Relations Manager
15

16 **Call to Order/Roll Call**
17

18 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to
19 order at 6:30 p.m.
20

21 **Receive Public Comment**
22

23 **Commission Response to Community Issues**
24

25 **Commissioner Outreach and Engagement Updates**

26 Commissioner Macomber explained on March 16th, as a part of League of Women Voters she
27 went to the Robata Cultural Center for a presentation of what is going on at the center. She
28 updated the Commission on the presentation and answered questions of the Commission
29 regarding the center and presenter.
30

31 Chair Palmquist mentioned Earth Day events on the City calendar.
32

33 Commissioner Gurung Vomhof indicated from the business point of view, she goes to different
34 craft sales and markets on the weekends and there is so much demand with a lot of diversity
35 between each booth. There are a lot of opportunities in the City for small businesses.
36

37 Vice-Chair James indicated the Commission started to get a list of names of people that could be
38 contacted. He noted he is still taking those names and adding them to the list for Commission
39 use.
40

41 **Approve Minutes**
42

43 **a. March 15, 2023 Human Rights, Inclusion and Engagement Commission**
44

45 Commissioner Macomber moved and Commissioner James seconded a motion to approve the
46 March 15, 2023 Human Rights, Inclusion and Engagement Commission meeting minutes as
47 presented. Motion passed unanimously.
48

49 **New Business**

50
51 **a. Welcome New Commissioners – Francke, Hill, Gurung Vomhof, Tidball**
52 Chair Palmquist welcomed the new Commission Members to the HRIEC. She
53 performed the Oath of Office with the new Commissioners.
54

55 Vice-Chair James updated the Commissioners on the buddy system and how it works.
56

57 Commissioner Becker reviewed her experience using the buddy system when she first
58 started on the Commission. She thought it was very helpful.
59

60 Chair Palmquist indicated Commissioners Becker and Peju will have Commissioners
61 Gurung Vomhof and Tidball as buddies, Commissioner Macomber will have
62 Commissioner Hill as a buddy and Vice-Chair James and Commissioner Francke will
63 be buddies.
64

65 **b. Chair/Vice Chair Nominations and Election**

66 Chair Palmquist asked for nominations for the Chair, and Vice Chair.
67

68 Vice-Chair James nominated Commissioner Palmquist for Chair.
69

70 Commissioner James moved, and Commissioner Becker seconded a motion to
71 appoint Palmquist as Chair of the HRIEC. Motion passed unanimously.
72

73 Chair Palmquist nominated Commissioner James for Vice-Chair.
74

75 Commissioner Palmquist moved, and Commissioner Becker seconded a motion to
76 appoint James as Vice Chair of the HRIEC. Motion passed unanimously.
77

78 **c. Discuss 2023-2024 HRIEC Work Plan**

79 Chair Palmquist reviewed what the work plan is and what it entails for the new
80 Commissioners.
81

82 Vice-Chair James reviewed the 2022-2023 Essay Contest with the new
83 Commissioners. He noted it was decided this year the Essay Contest was not going to
84 occur and would be looked at next year.
85

86 Chair Palmquist noted Rose Fest Parade Engagement is run solely by Commissioner
87 Becker.
88

89 Commissioner Becker updated the Commission on Rose Fest 2022 parade that
90 occurred and progress to date on the 2023 parade. She noted it was fun doing the
91 outreach and connecting with people. This year it was proposed to reach out to the
92 Karen group to walk in the parade. She tried to connect with this group and that did
93 not happen, so she spoke with Mr. Brooks who gave her some specific contacts to
94 reach out to, but she has not heard from them. She indicated she did not want to be a
95 pest, so she was bringing this information back to the Commission and thought there
96 was still an opportunity to reach out to another group such as Seeds of Hope who do a
97 lot with immigration and preserving heritage seeds.

98
99 Chair Palmquist thought once the subgroup is formed some decisions should be made
100 so that this can move forward.

101
102 Commissioner Peju arrived at the meeting at 7:18 p.m.

103
104 Commissioner Peju asked if it was common for a group to be quiet and not respond.

105
106 Mr. Yunke explained the KOM is a busy organization. In meeting with the Envision
107 Roseville program it took them a while to respond. He added that his staff is reaching
108 out to the KOM Organization and the Bhutanese community for the upcoming
109 proclamations so staff can follow up with them on the parade as well.

110
111 Commissioner Peju asked if the Robata Organization might be interested in walking
112 in the parade.

113
114 Commissioner Macomber indicated she did not ask the Robata Organization
115 specifically about the parade, but Commissioner Becker and she are planning on
116 going in there and seeing if it is a fit for them.

117
118 Commissioner Tidwell asked if the Commission has anything else to hand out besides
119 candy.

120
121 Commissioner Becker explained they have not but at the last meeting the
122 Commission came up with a goal of Amplify, Celebrate and Affirm and that may lead
123 itself to a poster or banner that the Commission carries to celebrate. She thought it
124 would be nice to have some sort of banner.

125
126 Commissioner Tidwell thought it would be nice to hand out something to people as
127 the Commission is walking by in the parade. He was thinking about the visual art that
128 happens with the poster contest and would make great artwork for a flyer or
129 bookmark that has a little bit about the HRIEC and could be handed out with the
130 candy.

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132 Chair Palmquist indicated there was a student that made a painting, and she wondered
133 if that could be blown up and invite the student to walk with them in the parade.

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Vice-Chair James indicated he had similar thoughts on ways to promote the Commissions with the community.

Mr. Yunke indicated he liked the ideas presented.

Vice-Chair James updated the Commission on the proclamations including the history and moving forward with them. He noted in the past the HRIEC was responsible for the two display cases, and it became burdensome and stopped with COVID. He thought the current volunteers are doing a great job and that the subgroup can come up with ideas going forward and bring them to the Commission for finalization and then to the volunteers to work on for the displays.

Chair Palmquist thought that was a good idea and the subgroup should meet with the volunteers at their meetings to talk about the ideas so the volunteers would not need to come to the HRIEC meetings.

Mr. Yunke indicated the communication staff is currently working on upcoming proclamations and would like HRIEC support and help as well.

Vice-Chair James thought the subgroup could coordinate with the Communication staff on the proclamations.

Chair Palmquist updated the Commission on the Youth Engagement work plan. She explained she has been working with organizations that have been coming to the Commission. She has also met with principals of the schools and students, even though the students she has talked to do not live in Roseville so cannot participate on the Commission.

Commissioner Becker updated the Commission on Community Outreach. She thought by opening this item up for all of the Commission to discuss ideas at each meeting ideas can be formed on how to get input from the community and how to connect with the community. She thought it was helpful to have all the Commissioners engaged in this topic rather than a subcommittee when it is really a big part of the Commission’s mission.

Commissioner Peju explained a running spreadsheet should be kept helping the Commission keep track of the outreach. She thought staff could help with that.

Vice-Chair James asked what Commissioner Becker seen the lead role to be.

Commissioner Becker was not sure that this needed to be a workplan item, but she thought having an identity or materials is important when doing outreach by the Commission. Being able to have things when attending events is important and can continue to help with recruitment in the City and will add value to community

179 engagement. She thought having the relationship with the communication group and
180 Mr. Yunke was important as well. She would still like to do audio or video interviews
181 of residents to document Roseville’s history and story. She thought this was
182 important from a historical perspective too.

183
184 Vice-Chair James thought it was important to still have a lead for this item, so things
185 do not fall through the cracks. He thought the whole idea of community outreach and
186 why the Commission is doing it and what they are looking for the community to do is
187 something that the Commission has struggled to define with the Commission and, but
188 he thought it was a valuable thing and something the Commission needed to do. He
189 thought that focusing on that as a part of next year’s process is very valuable and a
190 very necessary thing.

191
192 Commissioner Francke indicated there are various types of outreaches and he thought
193 the Commission can be more concrete about actually for this particular item, it does
194 not have to be a work plan, but it does have to be a work organization. He thought
195 when tracking this item, it should be one week before the HRIEC meeting. He
196 indicated he will help with putting the information together so the presentation can be
197 made at the meeting. He explained when trying to be an outreach group or an
198 outreach sub commission, a lot of different things are going on at once with different
199 Commissioners and everyone has different needs and a different agenda and they
200 want to reach out to everyone but that cannot be done but an agenda needs to be set
201 on what group is going to be contacted and who will be doing the contacting.

202
203 Commissioner Peju explained to be fair to the Chair’s that is what the Commission
204 has been trying to do over the last year and a half but because of the ebbs and flows
205 of capacity and life the Commission has not quite turned that corner.

206
207 Chair Palmquist explained the Commission brought to the City Council before
208 Commission interviews the importance of commitment to this Commission. One of
209 the struggles the Commission is running into is that they want to do all of that and
210 there is not a lack of want but the lack of capacity and so much more that happened so
211 nothing got accomplished. She proposed, as a group, to have Commissioner Becker
212 give a presentation at the next meeting about what the Commission’s goals are, what
213 the Commission has been working on, some sort of refresher for everyone. She would
214 like to continue discussion next month on what the Commission is missing, what gaps
215 need to be filled and what needs to be worked on.

216
217 Commissioner Becker explained as Commissioners come and go new skills come,
218 new groups, new opportunities, so there is a space in their formula’s, the mission
219 envision for new input and thought. Outreach has become a staple in the agenda
220 because it is the umbrella of what the Commission does.

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222 Chair Palmquist asked the Commission which subcommittees each one would like to
223 be on.

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Essay Contest:
Vice-Chair James, lead with Commissioners Francke and Tidwell.

Rose Fest Parade Engagement:
Commissioner Becker, lead with Commissioners Gurung Vomhof and Peju.

Commissioner Gurung Vomhof indicated she had contacts with small business owners and seniors in the City that are able to help out. She indicated there is also the Roseville Optimist Group that could help with different causes.

Commissioner Tidwell thought because this is on a short timeline if Commissioner Becker were to contact a number of groups simultaneously and give them a deadline indicating the Commission is taking the first ones who contact her it may help with the timeline a little bit.

Proclamation Support:
Vice-Chair James, lead with Commissioners Macomber and Tidwell.

Youth Engagement:
Chair Palmquist indicated she would be willing to pass on the lead to someone else because she would like to spend time with each of the leads on the other work items.

Commissioner Becker indicated she could take the lead on this item with Commissioners Peju, Gurung Vomhof and Vice-Chair James.

Vice-Chair James indicated he would like to be involved in Youth Engagement somehow, but he did not want to overextend himself.

Chair Palmquist indicated she will reach out to the leads for planning and updates.

Commissioner Francke indicated he would like to be on the Community Outreach subcommittee and thought Commissioner Gurung Vomhof could help him with senior connections.

Chair Palmquist indicated these work items are fluid and will be discussed monthly.

Other New Business or Reports

a. Staff Report

Community Relations Manager Yunke reported on the following:
• Communication Relations Department Introduction

Announcements

268 Vice-Chair James reminded everyone that group emails cannot be sent. If there is anything the
269 Commission needs to send to the Commission, it needs to be sent to Mr. Brooks so he can send it
270 out to the Commission.

271

272 **Future Agenda Items**

273 **a.** Outreach Presentation by Commissioner Becker

274 **b.** Tracker update

275 **c.** List for upcoming events happening in the City

276

277 **Adjournment**

278

279 Chair Palmquist adjourned the meeting at 8:41 p.m.

280

281 Respectfully submitted,

282

283 Sue Osbeck

284 *TimeSaver Off Site Secretarial, Inc.*

Roseville Human Rights, Inclusion and Engagement Commission

Agenda Item

DATE: May 17, 2023

ITEM DESCRIPTION: 2023-24 Work Plan Discussion

Background

The Human Rights, Inclusion, and Engagement Commission Work Plan guides most of the commission's work over a one-year period between April 2023 to March 2024. The Work Plan includes a few priorities the commission will focus on to live into their objective of evaluating, advising, and engaging the Roseville community. The work plan is a document that will be updated monthly to reflect the current or changing status of work plan items discussed in commission meetings.

Each work plan item is assigned lead commissioners who will conduct necessary research, have further discussion, or engage additional stakeholders on the topic. All decisions related to work plan items are discussed and voted on by all commissioners in monthly HRIEC meetings, as necessary.

Recommendation

Discuss and finalize work plan items, lead commissioners, and anticipated outcomes for the 2023-24 HRIEC Work Plan year. When the commission is ready, move to approve the 2023-24 Work Plan.

Attachments

2023-24 HRIEC Work Plan

LGBTQIA Pride Month 2023

City of Roseville HRIEC 2023-24 Work Plan

The City of Roseville, MN Human Rights, Inclusion, and Engagement Commission objectives shall be to evaluate, advise, and engage with the Roseville community. Through these efforts, the commission hopes to amplify, celebrate and affirm all throughout Roseville.

	Rose Fest Parade Engagement	Proclamations Support	Youth Engagement
Goal: <ul style="list-style-type: none"> Amplify Celebrate Affirm 	<ul style="list-style-type: none"> To amplify and celebrate diverse cultures and groups of the Roseville community in the Rose Fest parade 	<ul style="list-style-type: none"> To celebrate and affirm diverse and historically underrepresented or marginalized communities in Roseville; To acknowledge past harm or trauma and commit to a community that works for all. 	<ul style="list-style-type: none"> To amplify and affirm the diverse perspectives and role youth have in the future of the Roseville community; To collaborate with schools on essay/art contest improvements or alternatives
Lead	Amanda/Jeena/Peju	Richard/Kathy/Dave	<ul style="list-style-type: none"> Youth: Amanda/Peju/Jeena/Richard Essay: Richard/Eliot/Dave
April	Amanda is working to get confirmation from KOM and Seeds of Hope for parade participation; commissioner participation needs confirmation as well	AAPI Proclamation has been edited by the commission. Committee to work on updating BHM, Human Tracking, and Hispanic Heritage.	Commission is evaluating ways to meet and engage youth during the school day. Laura is working to setup a meeting with RAS Superintendent.
May	Amanda is working to get application submitted for commission spot in parade	Pride Month proclamation is being edited and up next for June	
June			
July			
August			
September			
October			
November			
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February			
March			



LGBTQIA+ Pride Month June 2023

Whereas: The City of Roseville supports the LGBTQIA+ community and honors their many contributions to the health of the city; and remains committed to treating all people with fairness and respect; and

Whereas: In 1993, Minnesota became the first state in the nation to outlaw both sexual orientation and gender discrimination in the field of employment, housing and public accommodations; and

Whereas: In 2013, the state of Minnesota legalized same-sex marriage; and

Whereas: In 2021, the City of Roseville became the 9th municipality in Minnesota to ban the practice of conversion therapy on LGBTQIA+ youth and vulnerable adults, a practice now banned by the State of Minnesota as of 2023; and

Whereas: Roseville continues the tradition for communities across America to recognize their LGBTQIA+ (Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Ally) residents during the month of June; and recognizes the + to symbolize the inclusion of all identities; and

Whereas: LGBTQIA+ people, as the rainbow flag symbolizes, come from every group, religion, ethnicity, age, occupation, ability/disability, size and shape; and

Whereas: Members of the Roseville LGBTQIA+ community have always served as valuable members of our country in every capacity as homeowners, taxpayers, members of the military, business owners, parents and employees; and

Whereas: It is important to recognize that we are all part of the same community; and

Whereas: LGBTQIA+ residents have enriched the diverse community of Roseville through their participation in city government, the arts, religious and civil institutions, education and community organizations; and

Whereas: The City of Roseville believes that all people deserve to be protected from bullying, harassment, discrimination, and health disparities; and convey a clear message that intolerance is not welcome in our community, and

Whereas: LGBTQIA+ community allies, including the Roseville Area High School student groups, provide support and encouragement to Roseville youth with the assistance of School District staff and administration; and

Whereas: The City of Roseville reaffirms our commitment to promoting full inclusion and equality for every resident of our great city.

Now, Therefore Be It Resolved that the City Council hereby declares June 2023 to be LGBTQIA+ Pride Month in the City of Roseville, County of Ramsey, State of Minnesota, U.S.A.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 22rd day of May, 2023.

Mayor Daniel J. Roe



LGBTQIA+ Pride Month June 2023

The City of Roseville is committed to treating all people with fairness and respect. Recognizing that these qualities have often historically not been present in relationships with members of the LGBTQIA+ (Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Ally, + symbolizing the inclusion of all identities) community, Roseville once again joins many communities across the nation in setting aside the month of June to focus specifically on strengthening and improving these relationships.

The City of Roseville recognizes that:

- LGBTQIA+ people, as the rainbow flag symbolizes, come from every group, religion, ethnicity, age, occupation, ability/disability, size, and shape.
- Members of the Roseville LGBTQIA+ community have always served as valuable members of our country in every capacity as homeowners, taxpayers, members of the military, business owners, parents, and employees.
- LGBTQIA+ residents have enriched the diverse community of Roseville through their participation in city government, the arts, religious and civil institutions, educational and community organizations.

The City of Roseville celebrates previous actions taken towards more healthy relationships with members of the LGBTQIA+ community.

- In 1993, Minnesota became the first state in the nation to outlaw both sexual orientation and gender discrimination in the fields of employment, housing, and public accommodations.
- In 2013, the state of Minnesota legalized same-sex marriage.
- In 2021, the City of Roseville became the 9th municipality in Minnesota to ban the practice of conversion therapy on LGBTQIA+ youth and vulnerable adults, a practice now also banned by the State of Minnesota.

With this proclamation, the City of Roseville renews its commitment:

- to promoting full inclusion and equality for every resident of our great city.

- to the protection of all Roseville residents from bullying, harassment, discrimination, and health disparities.
- to conveying a clear message that intolerance is not welcome in our community.
- to the support of LGBTQIA+ community allies, including the Roseville Area High School student groups which provide support and encouragement to Roseville youth with the assistance of School District staff and administration.

Finally, the City of Roseville encourages all Roseville residents to make special efforts during this LGBTQIA+ Pride Month to renew, deepen, and strengthen healthy and respectful relationships with individuals and groups associated with the LGBTQIA+ community.

Therefore, Be It Resolved that the City Council hereby declares June 2023 to be LGBTQIA+ Pride Month in the City of Roseville, County of Ramsey, State of Minnesota, U.S.A.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 22nd day of May, 2023.

Mayor Daniel J. Roe

Roseville Human Rights, Inclusion and Engagement Commission

Agenda Item

DATE: May 17, 2023

ITEM DESCRIPTION: Community Outreach Presentation - Becker

Background

Connected to the Human Rights, Inclusion, and Engagement Commission (HRIEC) Work Plan, Commissioner Becker, as a lead commissioner on the Outreach working group, created a presentation to identify and align the commissions goals and direction. The commission has worked to establish their voice and presence in the community and as an advisory body to city officials on methods to best engage the community, with a special emphasis on youth.

The Community Outreach Presentation was previously presented to the HRIEC in 2021 by Commissioner Becker and discussed.

Recommendation

Commissioner Becker will present the Community Outreach Proposal presentation previously presented to the HRIEC for the new commissioners. Commission to discuss content of presentation.

Attachments

Community Outreach Presentation



Roseville HRIEC Community Outreach

Work Plan Proposal v2 • 12.15.2021

"There is no power for change
greater than a community
discovering what it cares about."

– Margaret Wheatley

Human Rights, Inclusion and Engagement Commission

PURPOSE:

(reason commission exists)

We are here to affirm that every voice in the City of Roseville has an opportunity to be seen, heard and considered in all community matters and equal opportunities to thrive in civic roles.

Our Mission

(what we do and for whom)

To be the guardians of human rights, equity and equality for all Roseville residents in matters of city government and activities (including systemic change and decision making)

Our Vision

(what we hope for the future)

**An engaged city of people
that feel a true sense of
belonging and a city
government and staff that
work from an inherent place
of equity.**

Community Outreach

Strategic Recommendation:

As commissioners (guardians) of our core values - *equity and inclusivity* - we need to get out into the community to understand what matters to people the most and where their hearts lie when it comes to community development and representation.

Community Outreach GOALS

Outreach Goals:

1. *Build awareness* of HRIEC in the community.
2. *Find the voices* of the people. Observe and **listen**.
3. *Inform* the community about current city issues and initiatives.

Community Outreach ACTIONS

Build Awareness

1. Create a brand around HRIEC

- HRIEC branded materials: #RosevilleStrong #EquitableAlways
 - Card / flyer
 - T-shirts
 - Magnets (with city council numbers, etc)table cover, flyer, banner, pins, stocking hats, t-shirts for commissioner members
- Connect with Corey and City Communications Team to get alignment

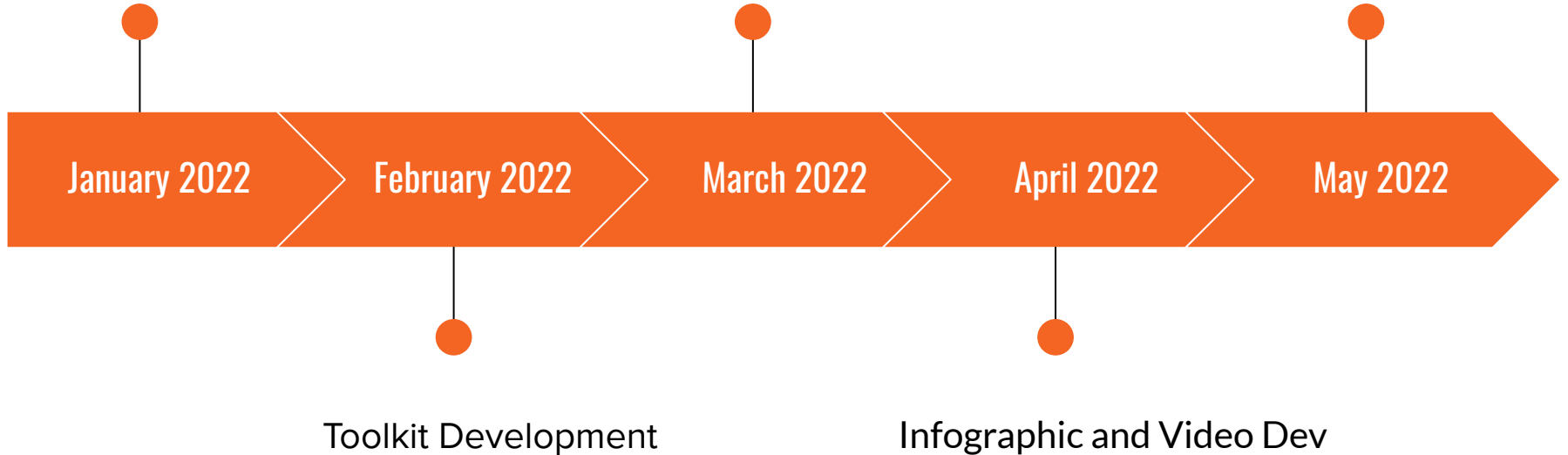
2. Every commissioner can commit to reaching out to one potential community partner to establish a connection and build a database of human/community resources.

Action Item TIMELINE

Connect with City
Communications Team

Partnership Outreach

Audio Interviews?



Thank you!

**Roseville Human Rights, Inclusion and Engagement
Commission**

Agenda Item

DATE: May 17, 2023

ITEM DESCRIPTION: Staff Updates

Background

Staff will provide updates on the following:

- **Commission Recruitment – Youth Openings still available**
- **Proclamation Display Case ideas still needed**
- **Juneteenth (current poster included); volunteers needed**
- **All Staff DEI Workshops**
- **Joint City Council and HRIEC Meeting – Monday May 22, 2023 at 6:00p**

Juneteenth Celebration Roseville

11 a.m. – 3 p.m.
Saturday, June 17, 2023

 Frank Rog Amphitheatre at Central Park
2540 Lexington Ave N.



It's time for all to celebrate Juneteenth in Roseville!

Also known as Freedom Day, Jubilee Day, Black Fourth of July, and Independence Day. Juneteenth observes June 19, 1865, when slaves in Galveston, Texas were informed that they were free, two years after the Emancipation Proclamation of January 1, 1863.

Free Food & Entertainment



LEARN MORE AT
CityofRoseville.com/Juneteenth

— SPEAKERS —



Colette Campbell

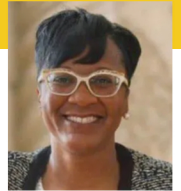
Anthony Galloway



Dr. Artika Tyner



Clare Ourmo Verbeten



— ENTERTAINMENT —



DJ Biko

Brodini Magician



TKO Drumline



— FOOD —

Jamaican Caribbean Cuisine

DARS Double Scoop

SPONSORED BY



Commissioners,

In April, The City Council decided to pursue a review and update for our City Commissions. The Council feels any review and update must include the input of the members of the commissions.

Commissions are an important part of the governance of the City by providing vital information and recommendations to the City Council. In recent years, some commissions have come to the Council asking about changes in name, purpose, scope and duty, and meeting schedule.

The purpose of this review by Commissioners is to flesh out potential changes that can improve the Commission experience for members and ensure Commissioners are making a positive impact on the governance of the City of Roseville and their community in general.

As part of your work:

- Examine sections of Roseville City Code Chapters 201-208 that are relevant to your Commission
- Review your Commission's Purpose, Scope, Duties and Functions
- Consider your number of Commissioners, frequency and spacing of meetings and other aspects of the operation and work of your Commission that you feel would enhance the quality of meetings, engagement of Commissioners and the community, and strengthen information coming to the City Council.

For each of these areas, think about these questions:

- What is good?
- What needs to be changed?
- What might be covered?
- What might be added to better serve the community?

It is possible some Commissions will have very few recommended changes and that is OK. Some or all of this work may not be relevant for commissions such as the Planning and the Police Civic Service Commissions that have statutory guidelines that must be followed.

Commissioners should try to align their format with a clear Purpose statement, membership, an outline of the Scope of the Commission's work including enumerated Duties and Functions, and meeting requirements (see city code Chapter 201).

Here is our current timeline:

1. Commission review and recommendations, May 2023 to August or September 2023
 2. Council consideration, September and October 2023
 3. Final Council passage of updates, November/December 2023
- This document was created by the Roseville City Council