



City Council Agenda

Wednesday, August 21, 2024

6:00 PM

City Council Chambers

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

- 6:00 p.m.
- 1. Roll Call**
Voting and Seating Order: Strahan, Etten, Schroeder, Groff, and Roe
 - 2. Pledge of Allegiance**
 - 3. Approve Agenda**
 - 4. Public Comment**
 - 5. Recognitions and Donations**
 - 6. Items Removed from Consent Agenda**
 - 7. Business Items**
 - a. Commission Interviews
 - 8. Council Direction on Councilmember Initiated Agenda Items**
 - 9. Approval of City Council Minutes**
 - 10. Approve Consent Agenda**
 - 11. Future Agenda Review, Communications, Reports, and Announcements - Council and City Manager**
 - 12. Adjourn**



City Council Agenda

Special Meeting

Wednesday, August 21, 2024

6:00 p.m.

Council Chambers

2660 Civic Center Drive

- 6:00 PM**
- 1. Roll Call**
 - 2. Business Items**
 - a. Interview Applicants for Vacancies

Equity and Inclusion Commission

- | | |
|----------------|----------------------------|
| 6:05 PM | • Alfred Chan |
| 6:15 PM | • Michelle Doyal |
| 6:25 PM | • Gabrielle Filip-Crawford |
| 6:35 PM | • Elliot Francke |
| 6:45 PM | • Alisha Hollman |
| 6:55 PM | • Amanda LaGrange |
| 7:05 PM | • Suzy Nuetzman |
| 7:15 PM | • Dan Nyberg |
| 7:25 PM | • Shannon Schuver |
| 7:35 PM | • Prajwal Vemireddy |
| 7:45 PM | • Jessica Zellers |
| 7:55 PM | • Stephen Zorn |
| 8:05 PM | |

8:15 PM **Adjourn**

Commission Member Application

First Name	Alfred
Last Name	Chan
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	3
Have you applied for a commission before?	No
If yes, please select which commission(s) you have applied for:	Equity and Inclusion Commission
Commission preference	Equity and Inclusion
Commission preference	Parks & Recreation
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	I am a Roseville resident and would like to positively contribute to the city of Roseville. I have a diversified personal, cultural, and business background. With this background I can be an experienced and versatile member of the commission.

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

I am an Asian American and have actively volunteered and contributed to many non-profit organizations. For example I have been on the YMCA of the North community for the last 3 years and just agreed to renew for another 3 year term. I am currently on the Roseville Area School District Advisory Team and on the Roseville Park and Rec TAC team. In the recent past I was the Iowa regional volunteers lead for AARP. For the past 2 years I was a paid and now a volunteer pickleball instructor for both the St. Paul Park and Rec and for the YMCA.

In the past 30 years I volunteered for various other community non-profit organizations. An important one was the Pillsbury Company Cultural Diversity team.

My career was in the field of International Operations and I have worked with many cultures and countries.

My positive thinking, cultural and diversity experience, and track record of community contribution will enable me to be a great member of the Roseville Diversity Commission.

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

My volunteering pickleball instruction for St Paul Park and Rec and the YMCA has benefited a wide diversity of people of all ethnicity, age, gender, etc.

I would like to do more for Roseville in the area of Equity and Diversity by being a commission member.

Commission Member Application

First Name	Michelle
Last Name	Doyal
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	7
Have you applied for a commission before?	No
If yes, please select which commission(s) you have applied for:	Not Applicable
Commission preference	Equity and Inclusion
Commission preference	Planning
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	1st - I would like to be part of the E&I committee because I am a Black woman, a disabled Veteran and a member of the community. The percentage of minorities on the Roseville community need to be represented and I cover multiple demographics. 2nd - I would like to be part of the Planning Commission because I have worked in the affordable housing space for

over 20 years. I believe having someone on the committee that has knowledge of how programs work can benefit in the decision-making process.

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

both - I have experience working with people of all ages, cultures, and backgrounds. I have worked in the affordable housing space and know how important it is to have housing for everyone.
I also have live experience that would help guide the committees

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

I believe that my lived experiences would definitely contribute. I am able to speak on being a Black woman, a veteran and other experiences that others may not have faced in their lives.

Preferred method to be contacted

Email

Please provide alternative phone number or email if different from above

██████████

Commission Member Application

First Name	Gabrielle
Last Name	Filip-Crawford
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	4
Have you applied for a commission before?	No
If yes, please select which commission(s) you have applied for:	<i>Field not completed.</i>
Commission preference	Human Rights, Inclusion and Engagement
Commission preference	<i>Field not completed.</i>
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	I'm very interested in helping support equity and inclusion efforts in Roseville. This is a wonderful community, but there is a lot we can do to create more racial integration and intercultural understanding. As a mother raising a child here I hope to contribute to building a more inclusive community.

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

I'm a researcher specializing in prejudice and stereotyping, social services, and workforce development, and formerly a professor of psychology at St. Catherine University. I have extensive experience working on equity issues, especially relating to the LGBTQ+ community.

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

I am a parent, a member of the LGBTQ+ community, and former educator. My personal experience, education and training, and my experience working with people from a variety of backgrounds will contribute to the equity and inclusion initiatives in Roseville.

Commission Member Application

First Name	Elliot
Last Name	Francke
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113-2308
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	6
Have you applied for a commission before?	Yes
If yes, please select which commission(s) you have applied for:	Equity and Inclusion Commission, Parks and Recreation
Commission preference	Equity and Inclusion
Commission preference	Parks & Recreation
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	Prior service, familiar with relevant charter and city regulations Special desire to serve the senior and LGBTQ A+ Communities Desire to help organize work plans and measures of outcomes. Love to volunteer within the community! Work with park events

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

Past service as HRIEC Commissioner
Volunteer activities in the city
Career as a physician serving senior, LGBTQ and minority communities.
Developer and director of Stewardship program for Waconia Ridgeview Hospital System

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

I have always been devoted to serving seniors, minorities, and LGBTQ+

Commission Member Application

First Name	Alisha
Last Name	Hollman
Address 1	
Address 2	
City	Roseville
State	MN
Zip Code	55113-4501
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	20
Have you applied for a commission before?	No
If yes, please select which commission(s) you have applied for:	Equity and Inclusion Commission
Commission preference	Equity and Inclusion
Commission preference	<i>Field not completed.</i>
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	I'm passionate about equity and inclusion and have particular expertise relevant to education. I feel it is important to create an environment in our city that is antiracist, supporting and centers equitable resources and needs of those who have historically been marginalized. My work in education has supported application at school levels, and I'm interested in expanding that reach to policy within the city level.

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

As a faculty member at the University of Minnesota in the CEHD, my work has focused on bilingual and antiracism assessment design for young children where I have directly interfaced with caregivers, educators and community needs related to systemic oppression, racism, and intersectional identities. I am invested in learning more about how to be beneficial to my community and applying this skill set in an advisory context such as this commission.

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

To be transparent, I am a white woman with a significant amount of privilege. I recognize the responsibility I carry with that privilege and while I would be happy to support individuals of color, disability or various gender or religious identities in these types of positions, I also recognize it is not their responsibility to shoulder the burden of advancing policies and that being in a long viewed "majority" offers significant power when advocacy is part of a role. For that reason, I believe I can use my voice and connections in community lift up and advance policy decision that can improve our equity and inclusion initiatives. I am willing to bring a sense of humility alongside of eager investment to learn and grow with the commission in ways that meaningful advance justice, access, and equity to the citizens of Roseville.

Please indicate any reasonable accommodation needed during commissioner interviews and onboarding.

Field not completed.

Preferred method to be contacted

Email

Please provide alternative phone number or email if different from above

Field not completed.

Commission Member Application

First Name	Amanda
Last Name	LaGrange
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	4
Have you applied for a commission before?	No
If yes, please select which commission(s) you have applied for:	Equity and Inclusion Commission
Commission preference	Equity and Inclusion
Commission preference	<i>Field not completed.</i>
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	As a transplant, I only expected to stay in Minnesota for a year or two - 17 years later, I'm still here - and 4 years ago, after mostly living in the west suburbs, I made Roseville my long-term home when my now husband and I purchased our first ever home in Roseville. I would be honored to join my neighbors in providing feedback on workplans and the SREAP, as well as to support the City's Equity and Inclusion Action Team to advance equity an inclusion at the City.

I love this city, and we have an opportunity to take action to make our city more equitable and inclusive for all residents. At a time when business and government entities are shying away from DEI efforts, Roseville can model how inclusive practices are a competitive advantage. I truly believe Paul Wellstone's "We all do better when we all do better."

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

I do not want to take up space on the Commission if my experiences and expertise are not needed - I believe my background in the social justice and nonprofit space could be helpful, since much of the Commission's scope will at least start as focused on City staff and department norms.

My past experience of leading a growing nonprofit as we implemented policies and norms to increase representation within leadership levels provides numerous lessons learned to bring to the table. One of the toughest balancing acts during this experience was addressing the challenge of meeting employees where they are in their DEI journey, while also holding a high bar for an inclusive culture. I assume these efforts may hold similar challenges for the City.

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

While many of my lived experiences are part of majority culture - a few unique perspectives I could bring to the Commission include 1) working for 10 years with previously incarcerated folks as they reentered the workplace 2) as a white woman, my own anti-racism work 3) moving to Minnesota without family here

These experiences have taught me to always see who is at/is not at the table, whose voices are softer/louder than they should be, and to bring much empathy and curiosity to learning.

Even if not selected as part of the Commission, I would be honored to volunteer in other capacities to support this critical work.

Commission Member Application

First Name	Suzy
Last Name	Nuetzman
Address 1	
Address 2	
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	8
Have you applied for a commission before?	No
If yes, please select which commission(s) you have applied for:	Equity and Inclusion Commission
Commission preference	Equity and Inclusion
Commission preference	<i>Field not completed.</i>
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	Since 2016, I have lived in Roseville with my husband and am continually finding new reasons to love Roseville. We have two young children (4 months and 3 years) and for that reason we intend to stay in Roseville long term. I would like to get more involved in the community and the Equity and Inclusion Commission is a great place to start. I am a Licensed Mental Health Therapist practicing in

Roseville. I teach and encourage my clients all the time that "they matter" and their "voices matter." This commission is a fantastic opportunity to model for my clients and my two children that using your voice in a small political way can make a difference.

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

My occupation as a Licensed Mental Health Therapist would be a great benefit to the commission. I am trained in EMDR (specialized trauma therapy) and provide services to all individuals and families. I am very proud to live and serve at my clinic in Roseville.

For 3 years (2016-2019), I was an in-home therapist. I traveled all around the Twin Cities (1500 miles a month) to provide therapy to those in the most need. This took me to all neighborhoods including East St. Paul and North Minneapolis. I was exposed to communities that were very unlike the small-town Minnesota I grew up in. This challenged me to provide my clients with the best and most non-judgmental care possible. This job allowed me to visualize the home life of my current outpatient clients.

I am very observant, have many ideas, and am quite the "question master". This makes me a great therapist but also an asset to the commission because I would be able to see situations from every point of view, specifically the mental health side including the trauma lens. My value to "hear and understand" as a professional and an individual helps guide most conversations and decisions in my life. This value would be a great asset to the commission.

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

Based on my demographics, (white, female, millennial, grew up in Minnesota), I am not unique; however, my lived experiences help me to provide a different perspective to Roseville's equity and inclusion initiatives. I grew up in southern Minnesota, went to undergrad in small town Iowa, lived in Austin, Texas for 3 years and eventually came to Roseville where I live and work. I have observed diversity in all forms both professionally and personally.

Additionally, I am a mother of 2 young white boys, and I have a huge desire for them to grow up in a diverse community. This would allow them to not just talk about diversity and equity but

also learn from fully being immersed in it, something I cannot teach them. I would love to be part of making Roseville a more diverse and inclusive community for them.

Commission Member Application

First Name	Dan
Last Name	Nyberg
Address 1	
Address 2	<i>Field not completed.</i>
City	ROSEVILLE
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	9 years
Have you applied for a commission before?	No
If yes, please select which commission(s) you have applied for:	Equity and Inclusion Commission
Commission preference	Equity and Inclusion
Commission preference	Human Rights, Inclusion and Engagement
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	I'm a life-long Roseville/Shoreview resident and an ally. Among many other benefits, I see additional business opportunities for Roseville when it supports and fosters diverse and inclusive workplace opportunities. I feel Roseville has built strong relationships with its resident businesses and can empower and influence their hiring decisions and experiences based on equitable outcomes that will benefit those businesses as well as the diverse population that Roseville is working to welcome.

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

I am a media professional who has taken an interest in the DEI space for over a decade for human as well as smart business practice reasons.

LaborDay Project: An exploratory effort I led to address workplace hiring shortages by developing inclusive and accepting hiring and working conditions for a diverse prospect pool. The effort centered on helping to overcome barriers to employment and promoting untapped segments of potential talent.

Link to exploratory video we produced to learn of the need and opportunities of construction industry careers:

<https://vimeo.com/293847364>

A long version is available on request.

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

I have relatives who are LGBTQ+ and black and brown friends.

Other than that, I am of the opinion that one should, as our Gov. Tim Walz extols, "mind your own business."

Housekeeping: I am cleared (background check) through Roseville so likely don't need to be cleared again.

Commission Member Application

First Name	Shannon
Last Name	Schuver
Address 1	
Address 2	<i>Field not completed.</i>
City	ROSEVILLE
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	11
Have you applied for a commission before?	No
If yes, please select which commission(s) you have applied for:	<i>Field not completed.</i>
Commission preference	Equity and Inclusion
Commission preference	<i>Field not completed.</i>
This application is for	New Term
Note <i>There is no character limit for the fields below.</i>	
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you	I believe that equity and inclusion are fundamental aspects of a thriving and healthy community. It is important to me that Roseville continues to grow in this area so that all community members feel safe and like they belong. Because when everyone is included and has equitable access to resources,

want to serve on the commission(s) you listed.	ALL of us do better. I care deeply about the people of our community.
Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.	I am a public school teacher in the Roseville school district and serve on our school's restorative practices committee. As a teacher, I see how lack of inclusion and equity on a system level impacts student success both academically and socially.
How do you see your lived experiences contributing to the City's equity and inclusion initiatives?	I head a single parent household, have a child in the LGBTQ+ community, and am committed to creating a more equitable and inclusive future for all.
Please indicate any reasonable accommodation needed during commissioner interviews and onboarding.	<i>Field not completed.</i>
Preferred method to be contacted	Email
Please provide alternative phone number or email if different from above	<i>Field not completed.</i>

Commission Member Application

First Name	Prajwal
Last Name	Vemireddy
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	Minnesota
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	1
Have you applied for a commission before?	No
Commission preference	Equity and Inclusion
Commission preference	Finance
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	My first job in college was being a tutor to Somali and Ethiopian Refugees living in the Twin Cities, teaching them Math and English. Though I can't speak Somali or Amharic, I could relate to the immigrant experience of going to a new country and trying to accustom myself to the culture. I remember how difficult it was moving here with my parents and not having a support system to navigate a new environment. Diversity and Inclusion are topics that are given more focus nowadays, but this was not the case in the early 2000s. I remember getting bullied for bringing Indian food to school. My father even told his horrible experiences of getting harassed after 9/11 just based off having brown skin. Having inclusive policies is

something that is personal to me and I believe that it is my civic duty to help my local government implement these policies.

My 2nd commission choice is Finance. I have spoken with Jason Etten and he told me that openings in other commissions will open up in January. However, I would still like to briefly talk about why I would like to serve on that commission in the future. I work in the Corporate Financial Planning & Analytics department at 3M. A lot of my work surrounds corporate budgeting and allocating capital expenditure to various departments. Additionally, in college I managed \$20 million dollars of the University's endowment fund investing in various treasury and corporate bonds. I feel that my college and work experience could be used to help advise on the financial policy for the city of Roseville.

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

Other than the technical skills I mentioned above, I believe that I am a person who is proactive in my endeavors. For example, before applying to be a part of this commission, I set up time with Antonio Montez, Roseville's Equity and Inclusion Manager to learn about his role and what he is expecting from the commission.

Additionally, I am a person who likes to take a step back and understand the bigger picture in an organization. 3M is an extremely large company with 90,000 employees. This leads to a lot of silos where people only focus on their functional area. However, I made an intentional effort to understand 3M's overall ecosystem (IT systems, Supply Chain, R&D etc) which led to my growth and success in my Finance career. I believe that this can also be applied to Roseville's Equity and Inclusion Commission. Antonio told me that he wants this commission to be a voice in all the city's decisions and will be connected to all of the other commissions and departments. Therefore, it will be important for people in this commission to be willing to learn the overall ecosystem of Roseville's government.

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

I spoke briefly on being an immigrant to the United States in the first question. However, diversity, equity, and inclusion go further than simply just race or ethnicity. I was born with a disorder called Cerebral Palsy. It is a condition that affects movement and posture caused by brain damage.

Fortunately, my case isn't that severe but I have friends who

are impacted by it more. Something that I want to push for more is expanding and maintaining Handicap Door access. What I have learned is that everyone benefits from DEI policies even if they aren't directly impacted. For example, even if a person does not have a disability, they will benefit from having a handicap door button when they need to lift a heavy box into a building and are unable to use their hands.

I am not sure how far the City of Roseville has gone in this initiative; however it is something that I would love to learn more about and push for if I join the commission!

Commission Member Application

First Name	Jessica
Last Name	Zellers
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	almost 2 months!
Have you applied for a commission before?	No
If yes, please select which commission(s) you have applied for:	<i>Field not completed.</i>
Commission preference	Human Rights, Inclusion and Engagement
Commission preference	<i>Field not completed.</i>
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	I'm interested in the Equity and Inclusion Commission (which wasn't listed as a choice in the drop-down menu). I moved here in May and saw the invitation for applications in a flyer in the mail today. I have personal and professional interests in DEI work.

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

I did a lot of DEI work in my first career as a librarian, including serving on committees, running workshops on inclusivity, and writing policies.

Now I am a copy editor, so I bring that experience as well. I'm a strong writer and editor.

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

Oh geez, I could write an essay here. Let's start with this: I'm a left-of-center white woman, and left-of-center white women tend to be over-represented on DEI committees. There are other people who need to be in this group more than I do. But if there's room for me, I bring the perspective of a service dog handler, plus the broader awareness of accessibility for different mental and physical disabilities.

Commission Member Application

First Name	Stephen
Last Name	Zorn
Address 1	
Address 2	<i>Field not completed.</i>
City	Roseville
State	MN
Zip Code	55113
Home or Cell Phone Number	
Email Address	
How many years have you been a Roseville resident?	30
Have you applied for a commission before?	Yes
If yes, please select which commission(s) you have applied for:	Human Rights, Engagement, and Inclusion (now known as Equity and Inclusion Commission)
Commission preference	Human Rights, Inclusion and Engagement
Commission preference	<i>Field not completed.</i>
This application is for	New Term
The City's commissions review specific areas of interest and provide advice to the city council. Please describe why you want to serve on the commission(s) you listed.	I want the city of Roseville to be a welcoming city. It will not be welcoming if we have artificial efforts to gain "equity." I want to be on this committee to understand how and if equity and inclusion is being promoted. I will approach this committee Looking to see if Roseville is promoting an agenda that is ultimately damaging to all involved.

Please describe any activities, specific skills or experiences you have that you feel would be beneficial to serving on the advisory commission(s) for which you are applying.

35 years in social services in Hennepin county
Doctorate in Public Administration from Hamline University
Active in singing groups providing entertainment.

How do you see your lived experiences contributing to the City's equity and inclusion initiatives?

As a social worker I had many years of experience working in well-meaning programs to encourage people who needed extra help.

CITY OF ROSEVILLE
APPOINTMENT AND REAPPOINTMENT POLICY
ROSEVILLE CITIZEN ADVISORY COMMISSIONS

BACKGROUND

The City of Roseville has seven standing Advisory Commissions: Ethics, Finance, Human Rights, Inclusion and Engagement, Parks and Recreation, Planning, Police Civil Service and Public Works, Environment and Transportation; the City also establishes other advisory groups as needed.

POLICY STATEMENT

It is the intent of this policy to establish a fair and open notification and selection process that encourages all Roseville residents to apply for appointments.

I. PROCEDURE STATEMENT – APPOINTMENTS

If a vacancy occurs because of resignation, death, moving from the City, removal from office, ineligibility for reappointment, etc. on any standing Advisory Commission, the following procedure will be used.

- A. Regular commission appointments and reappointments will occur each spring in March. If vacancies occur, the council will consider appointments to fill those vacancies in March or September. .
- B. Annually, the City Council will establish dates to conduct interviews twice a year, and application deadlines to fill any commission vacancies. The time between the application deadline and interviews will be no more than 30 days.
- C. Commission vacancies will be advertised using the most relevant, effective and efficient method to reach as many residents as possible. These methods may include but are not limited to: social media, newspaper or print, electronic newsletter, cable television, city hall bulletin board.
- D. Applications received after the deadline will be held for the next round of appointments. Should a vacancy occur, any applicants on file will be notified by their preferred method listed in the application and given the date of the next round of interviews. After the next round, should an applicant not be appointed but remain interested, they will be invited to submit a new application.
- E. Names of applicants and applications will be provided to the City Council and the public after the application deadline.
- F. If fewer applications are received than twice the number of openings, the City Council may establish a new application deadline and Council meeting for interviews. If a new deadline is adopted, the vacancy will be re-advertised as described in ‘C’ above. Applicants whose applications were received before the original deadline will remain under consideration and need not reapply.

- G. Applicants will be interviewed by the City Council. The Chair, or the Chair's designee, of the Commission to which the applicant is seeking appointment will be invited to attend and participate in the interview process. Interviews are open to the public.
- H. The Council may fill a vacancy outside of the biannual basis should the need arise.

II. PROCEDURE STATEMENT - REAPPOINTMENTS

If a current Commission member's term is expiring and is eligible for reappointment, the following procedure will be used.

- A. No later than sixty days prior to the expiration of a term, each commission member whose term is expiring will be contacted in writing to determine their interest in reappointment. For persons seeking reappointment, if they have an application on file 3 years old or less, that application will be provided to Council. Should their most recent application be older than 3 years, they will be asked to submit a new application.
- B. Council will be advised of the attendance record of the individual whose term is expiring. The Council will also be provided with written comments from the Chairperson of the Commission regarding the reappointment of the individual. Chair recommendations are not public data. At that time, Council will consider whether to interview the commissioner. If two councilmembers request it, a commissioner seeking reappointment will be scheduled to attend an interview before the entire council.
- C. Should the Council determine that the individual merits reappointment, that person will be reappointed.
- D. Should the incumbent not wish to be reappointed or should the Council determine that the individual does not merit reappointment, the Council will follow the procedure for filling vacancies as described above.

III. APPOINTMENT TO OTHER CITY ADVISORY GROUPS

The Council may use the procedure outlined in Section I. and II. above for making appointments to other advisory groups, committees, task forces, etc.