

CACP Minutes  
May 5, 2021 @ 6:00 p.m.  
GoToMeeting

**Call to Order:**

Holly Licht called the meeting to order 6:01 p.m.

**Present:**

Heili, Jenson, Ligocki, Venegas, Tilleson, Masa-Myers, and Mayor Swadley

**Also Present:**

Clerk Licht

**Election of Chair & Vice-Chair:**

Motion by Ligocki, second by Jenson to nominate Heili as Chair. No other nominations. Motion carried 7-0.

Motion by Jenson, second by Heili to nominate Ligocki as Vice-Chair. No other nominations. Motion carried 7-0.

**Welcome to Citizen Members:**

Jordan Tilleson and Zach Masa-Myers introduced themselves to the committee. They will be serving a 1 year term as citizen members of the committee.

**Set Meeting Dates and Times:**

The committee agreed to keep the same meeting dates and times—6:00 p.m. on the first Tuesday of the month.

**Communications:**

Mayor Swadley stated that the next big project for the committee would possibly be to determine a hybrid in-person/virtual meeting policy. He noted that the emergency order was expiring at the end of May and we may need to adopt a new policy to continue virtual meetings or move to hybrid.

**Approval of the March 2, 2021 CACP Minutes**

Motion by Ligocki, second by Heili to approve the minutes. Motion carried 7-0.

**Discussion and possible action regarding defining council rules regarding citizen members of standing committees**

Jenson stated his concerns that weren't defined in the ordinance: citizen members should not be able to serve as chair or vice-chair as the chair of each standing committee serves on CIP, he asked if they participate in a closed session meeting and said that there was no mechanism to remove a citizen member for cause. Jenson will take a look at the rules and work with Clerk Licht to make suggestions to the ordinance. Heili stated that citizen members should have city emails and their contact info should be displayed on the website. The committee directed Clerk Licht to send out the open meetings law and ethics packet to citizen members.

**Discussion and possible action regarding creating a list of awareness days the committee would like to acknowledge via resolution or proclamation**

The committee directed Clerk Licht to start a list and bring it back to the next regular meeting. The committee will decide to add or delete as they deem necessary.

**Discussion and possible action regarding a public meeting on racial equality**

The leader of Girl 2 Girl Stoughton would like to work together to make it more of a community wide event. Heili will reach out to her and the committee will have a special meeting on Wednesday, May 19<sup>th</sup> to solidify plans. The committee stated that the Gazebo would be a nice spot or possibly East Side Park.

**Future Agenda:**

Venegas-Sustainability

Jenson-Subcommittee report outs

**Adjourn:**

Motion by Ligocki, second by Jenson to adjourn at 7:51 p.m. Motion carried 7-0.

Respectfully Submitted,

Holly Licht, City Clerk