



COMMUNITY ADVISORY COMMITTEE- Summary Minutes

North Eugene High School, 200 Silver Lane, Eugene, OR

October 16th, 2018 6:00 P.M.

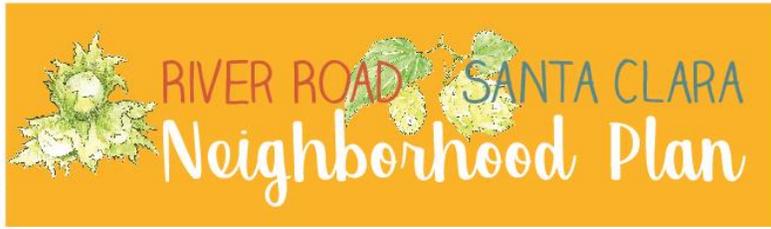
Present: Jon Belcher, Carl Below, Luke Callahan, Louisa de Heer, Kate Perle, Michele O'Leary, Ann Vaughn, Rick Duncan, Louie Vidmar, Cameron Ewing

Staff Present: Eric Brown, Audrey Stuart

Purpose: Check in on policy writing

Agenda items

1. Introductions, Agenda review
2. Public Comments
 - a. The CAC read a letter sent by Clare Strawn via email and discussed each of the points it raised. Discussion included:
 - i. Difficulty of neighbor-led process when for those who have not written policy before, and the need for more mentoring and data analysis.
 - ii. How to create innovative deliverables and push working group members to plan for the long term, possibility of writing a review process into the neighborhood plan so it keeps evolving
 - iii. Organize next meeting by affinity group instead of topic area so people can see how other CAC members lead their groups
 - iv. Need to clarify expectation of working groups
3. Real World Eugene: Placemaking in River Road-Santa Clara
 - a. University of Oregon students from the 'Real World Eugene' class presented an overview of their project and passed out a survey to the CAC about gathering places in River Road and Santa Clara.
 - b. The students can serve as a resource for the neighborhood planning process and devote time to finding innovative solutions for creating gathering spaces
4. Check in on policy writing
 - a. The CAC discussed the policy writing phase. Discussion included:
 - i. Lack of clarity over the final outcome of the neighborhood planning process and how to measure the success of the final plan.
 - ii. Suggestion to have the CAC share a Google Doc to see any edits made to the draft goals and policies.
5. Project timeline and deliverables
 - a. The CAC reviewed an updated project timeline. Discussion included:
 - i. Question about when in the timeline the plan goes out to the community, and how much time will be built in for review by neighborhood organizations and City Attorney's Office.
 - ii. Decision to cancel working group meeting scheduled for October 24th and use the time as for a CAC meeting instead.



1. The upcoming CAC meetings will each focus on one topic area at a time so the draft policies under the different topic areas can reinforce each other.
 - iii. Decision to use the December event as a big working group meeting to review the complete set of draft policies, and to hold the next big community event in January.
6. PMT Update
 - a. Staff and co-chairs will provide a project update to the Eugene City Council on November 19th
 - b. CAC members are encouraged to sign up to give presentations at civic organizations
 - c. A planning committee for the next big community event will be recruited at the next meeting
 - d. Consultants working on the transit corridor grant will be in Eugene on October 30th to tour the corridor and hear from residents
 7. Preparation for October 24th working group meeting
 - a. Selected Parks and Natural Resources as the topic area that will be worked on at the October 24th CAC meeting
 - b. Discussion of whether to review action items or just policies. Decision to focus on the draft policies and actions will come naturally.
 - c. Discussion of the maps and background materials that should be brought to the topic area-specific meeting.
 - d. Decision to edit the draft policies as a group
 - i. Goal is to leave the October 24th CAC meeting with a final set of policy topics for Parks and Natural Resources, with the understanding that the wording may change.
 8. City/County Projects Coordination
 - a. Update on the Oregon Department of Transportation rebuild of Delta Highway
 9. Adjourn

Action Items

- Staff will create a Gantt chart showing the project timeline.
- Staff will research any City policies or legal issues with the CAC using Google Docs.
- The CAC co-chairs will draft a newsletter telling working group members that the October 24th meeting is cancelled.