



## COMMUNITY ADVISORY COMMITTEE- Summary Minutes

Library, North Eugene High School, 200 Silver Ln

March 19, 2019, 6:00 PM

CAC Members Present: Ed McMahon, Louisa de Heer, Mary Leontovich, Kate Perle, Ann Vaughn, Cameron Ewing, Jon Belcher

Staff Present: Eric Brown, Audrey Stuart

### Agenda items

1. Introductions and agenda review
  - a. There was a request to include a discussion of outstanding data needs
2. Public comments
  - a. Carleen Reilly provided an update on outreach opportunities for Community Event #3 and told CAC members to coordinate with her about where they're hanging posters.
3. Draft Policies
  - a. The CAC went through the most recent version of all the draft policies and flagged ones to discuss as a group. Notes and suggested edits were recorded in the spreadsheet of draft policies.
    - i. The CAC decided to use this time to get all questions and issues on the table, even if they cannot all be resolved in one meeting.
    - ii. The CAC discussed having the draft policies ready for Community Event #3, which means the hard deadline for any policy edits is March 31<sup>st</sup>.
  - b. The CAC agreed to extend the meeting.
4. April Community Events
  - a. Kate provided an overview of what neighbors will do when they arrive at the community event and how the room will be structured.
    - i. Neighbors will be able to float between the tables and answer the key question at each table. They will also be able to read over the draft policies and suggest edits.
    - ii. Every table will have a list of example actions and relevant information collected during the Neighborhood Priorities phase.
    - iii. Each table will have an easel with visuals that clearly convey the table question.
  - b. The CAC discussed the event format and the CAC's role. Key points included:
    - i. All CAC members need to sign up to facilitate a table.
    - ii. The facilitator will have to staff their table the whole time.
    - iii. Facilitation will have to be geared toward both newcomers and people who are heavily involved. As much information as possible should be conveyed visually



so that facilitators do not have to keep repeating the background information for their question.

- iv. It is hard to predict whether participants will move around between the tables. It was suggested to ring a bell or gong at certain intervals to remind people that they can move tables if they want.
  - v. Certain tables will require more background information and may be harder to engage with as a newcomer. There could be a way to distinguish the tables and topics that are easier to engage with as a newcomer.
  - vi. If participants want to dive into the details at a particular table, they should be invited to join a working group.
  - vii. Will there be a TAC member at each table? Staff replied that key TAC members will be there but many tables will not have a TAC member.
  - viii. The table questions are an opportunity to recruit new people to the neighborhood planning process. CAC members should think about any people that would help round out the discussion at their table and invite them.
5. Action Planning
- a. A high-level timeline of the Action Planning phase was presented.
  - b. Fact sheets showing different ways to implement the neighborhood vision were passed out.
6. Other City/County Projects
- a. Eric provided an update on two related projects—updating the Street Design Standards, and MovingAhead.
  - b. Eric provided an update on proposed legislation that would impact the neighborhood plan—SB10 and HB2001—and the CAC briefly discussed them.
  - c. CAC members provided an update from the recent RRCO board meeting. Key points included:
    - i. The RRCO board would like a CAC member to be on the interview panel for the new senior planner.
    - ii. There was a guest at the RRCO meeting who was not comfortable with the draft policies and wanted the action items for context. The CAC discussed presenting the action items at the April community events, and in the future having an activity to collect feedback on the draft actions.
7. Adjourn

#### Action Items

- Staff will send out the notes that were taken on the draft policies
- CAC members will let Julie know which dates they are available to facilitate a table for Community Event #3. They will also look at their table question again and let Julie know soon if it does not reflect the area they most need clarity on.