



## MEMORANDUM

---

**TO:** Comprehensive Plan Citizen Advisory Committee

**FROM:** Sidaro Sin, Senior Planner  
Laura Weigel, Associate Planner  
Sarah Selden, Neighborhood Planner

**DATE:** September 22, 2011

**SUBJECT:** Community Culture Summit – November 3, 2011 (PP 10-0007)

---

### **ACTION**

The Citizen Advisory Committee (CAC) reviewed the upcoming year's process, schedule, action areas and final products at its July 19 and August 24 meetings. The CAC is being asked to provide specific input on:

- Community culture summit schedule
- Community Culture Summit format and on the draft background and policy questions

### **DISCUSSION**

#### Community Culture Summit Schedule

- Does reducing the number of summits streamline the process without compromising the community's ability to provide input? If so, what three action areas could be combined for two more summits?

Each of the seven action areas will follow a ten step process that is estimated to be complete by March 2013. The major public engagement element for each action area is a proposed community summit where participants will have the opportunity to engage in small group discussion and provide comments to inform updates of the goals and policies. In addition, the community will also be asked how they would measure success in the different action areas. Their measurements of success will help inform the development of the action plan's indicators.

A community summit was originally planned for each action area. However, based on feedback to streamline the process, staff is looking at combining action areas into five and perhaps even three summits (Reference Material B).

### Format & Policy Questions

- Does the summit format provide the opportunity to learn, share and provide input?
- Do the background summaries provide enough context to help inform discussions?
- Are these the right high-level policy questions to ask at the Community Culture summit?

Prior to each of the summits, staff will reach out to stakeholder groups who have a particular interest in one or more of the action areas. Due to feedback (conflicts with neighborhood meetings) received at the Mayor's September 17 meeting with neighborhood chairs, the first community summit has been rescheduled from October 20 to November 3. The topic will be Community Culture, which includes education, arts, recreation, library services, history, and civic engagement. Reference Material C provides an outline of the summit.

Staff is in the process of reaching out to specific stakeholder groups and boards for feedback on the background and high-level policy question that should be considered at the summit. Reference Material D provides a draft of the background and potential policy question(s) developed to-date, for the upcoming Community Culture summit. The neighborhood chairs also suggested keeping the background and policy questions clear, simple and to the point. A final draft of the background and policy document is expected to come back before the CAC in October.