



DATE: November 17, 2015
TO: Citizen Advisory Committee (CAC)
FROM: Jeremy Dennis, Advance Planning Manager
Hillary Gitelman, Director Planning and Community Environment Department

TITLE: Review of the Draft Community Services & Facilities Element

This staff report provides instructions to be used for the review of the draft Community Services & Facilities Element.

WHAT TO EXPECT AT THE MEETING

After roll call and oral communications, the CAC will hear from the Community Services & Facilities Element Subcommittee on their review of the draft element (Attachment 1).

Following the Subcommittee's report, each member of the CAC will have 2 minutes to share their thoughts, focusing exclusively on those areas of controversy that he/she believes were not addressed by the Subcommittee.

Finally, the Co-Chairs will lead a process to vet any identified areas of controversy.

This direction will then be used to finalize the draft element and help staff prepare for the January 11th City Council meeting, where the draft will be presented.

Subcommittee Discussion

The Subcommittee's work at their November 4th meeting was to evaluate the draft element based on their understanding of the areas of concern raised by the CAC during their September 8th "brainstorming" meeting¹. At that meeting, CAC members shared their suggestions and thoughts for improvement of the element. Staff paid particular attention to those areas of controversy among CAC members, and used those notes as a template for the discussion with the Subcommittee. The Subcommittee identified three issues that require a full discussion of the CAC (Attachment 4).

Vetting Draft Element Disagreements

After the Subcommittee presentation, the Co-Chairs will take five minutes to synthesize any comments made into a set of potential policies or programs to be selected by the CAC. If there are conflicting concepts for potential policies and programs, each will be vetted by the CAC by giving any member 2 minutes to address why they believe a certain policy or program should be

¹ The Subcommittee's work is based on rules presented by the Co-Chairs at the October 20th CAC meeting (Attachment 6)

selected. Those who disagree or have a counterproposal will have 2 minutes to argue their position. If, after vetting there is no clear consensus, minority opinion will be captured for those positions with more than four CAC members in favor.

Following this meeting, the Subcommittee will meet to work with staff on the January 11th, 2016 presentation to the City Council on the draft element.

ATTACHMENTS

- Attachment 1: Draft Community Services & Facilities Element
- Attachment 2: Goals/Policies/Programs disposition “cheat sheet”
- Attachment 3: Matrix of CAC comments on CSF Element
- Attachment 4: Subcommittee Report
- Attachment 5: October 20 Co-Chairs report on Subcommittees
- Attachment 6 : Action Minutes, Oct 20th CAC meeting