

City of Boulder
Public Participation Working Group (PPWG)
Monday, December 12
4 pm – 7 pm
LOCATION:
 1820 15th St., First Presbyterian Church
 Geneva 270 room

Purpose: To provide feedback on Google Group communication forum. To review PPWG purpose and charge and ensure that PPWG subcommittee formation and recommendations remain consistent and aligned with purpose/charge. To begin subcommittee issue identification and formation. To prepare and plan for PPWG Report to City Council.

Agenda

Time	Topic
4:00 – 4:10	Introductions and Agenda Review
4:10 – 4:20	Public Comment
4:20 – 4:30	Communications Report: How is Google Group Working?
4:30 – 4:45	Review: Revisit the PPWG Purpose and Charge. <i>See Page 2 of this document for the PPWG Purpose and Charge – excerpted from the PPWG Operating Protocols.</i> Desired Outcome: Ensure that the PPWG is on track. Make adjustments as needed.
4:45 – 6:00	Discussion and Agreement: Review, refine and prioritize subcommittee topics and issues. Form subcommittees. Desired Outcome: Identify and form subcommittees. Develop subcommittee questions and priority issue areas for subcommittees. Develop and standardize a structure and report-out system. Generate next steps and action items.
6:00 – 6:10	BREAK and Public Engagement
6:10 – 6:40	Discussion: PPWG Report for Council Desired Outcome: Determine PPWG Report deadline, topics, format, PPWG member contribution and drafting plan.
6:40 – 6:50	Agenda item suggestions for January Meeting <i>Topics suggested so far:</i> - Public engagement and event/workshop/outreach/survey - Re-examine the June timeline for final recommendations.
6:50 – 7:00	Public Comment

Invited PPWG Attendees: Darvin Ayre, DeAnne Butterfield, Michael Caplan, Carol Cogswell, Sean Collins, Ann Cooper, Sandra Diaz, Lisa Harris, Marjorie Lerner, Claire Riley, Brady Robinson, Kristin Russell, Bill Shrum and Seth Spielman

City Council Representative: Lisa Morzel

City Staff: Jean Gatza, Amanda Nagl, Patrick Von Keyserling

Facilitators: Jonathan Bartsch and Taber Ward

I. Public Participation Working Group Purpose

The purpose of the Public Participation Working Group is to develop meaningful and actionable recommendations that improve dialogue between the city (Council, Boards and staff) and community members, resulting in increased transparency and civic representation in decision-making processes, improved relationships and informed community conversations.

II. Working Group Charge

The Public Participation Working Group (PPWG or Working Group) will:

- Review and assess current city public processes and decision making;
- Identify best practices, current successes and lessons learned from previous city efforts;
- Employ active listening communication techniques to ensure mutual understanding of both parties.
- Recommend ways for making improvements for civic engagement processes which foster success for both the city (Council, Boards, staff) and community members;
- Make recommendations to the City Council and Boards and community about possible modifications to public participation processes that improve the effectiveness of city decision making;
- Make recommendations that promote mutual respect and clarify responsibilities of the city (Council, Boards, staff) and community members to engage with and listen to each other more effectively.

Note: The PPWG will not make recommendations that address specific City projects. Instead, the PPWG will use lessons from the past and/or current projects to focus on ways to improve future civic engagement processes and efforts across the city.