

**City of Boulder**  
**Public Participation Working Group (PPWG)**

**As of October 17, 2016**  
**For Discussion Purposes Only**

**Purpose:** To set the context for the PPWG process and gain mutual understanding of the overall sequence and timing of discussions that will lead to recommendations.

**DRAFT MEETING FRAMEWORK**

Date	Topic
September 19, 2016	<ul style="list-style-type: none"> <li>• Welcome and introductions</li> <li>• Review and solicit feedback on Operating Protocols</li> <li>• Vision for public engagement in Boulder</li> </ul>
October 17, 2016	<ul style="list-style-type: none"> <li>• Background information review and discussion</li> <li>• Develop ideas about how to best engage the public during the PPWG process and identify what is and is not working in Boulder’s civic engagement process</li> <li>• Develop protocols for public comment at PPWG meetings</li> <li>• Identify sub-committee topics</li> </ul>
November 14, 2016	<ul style="list-style-type: none"> <li>• Agree on the focus for recommendations, e.g. programmatic level, not project specific</li> <li>• Discussion on current City efforts               <ul style="list-style-type: none"> <li>○ Staff presentation</li> <li>○ Look at how current decisions at the city level (staff, Boards and council) are made and how the public is currently engaged in these efforts. I.e. public comment (in writing and in person), public meetings, planning that involves the public, etc.</li> <li>○ Understand the process of how, when and in what forum the public can influence decision-making.</li> </ul> </li> <li>• Identify issues/problem statements               <ul style="list-style-type: none"> <li>○ How do we prioritize public outreach with limited resources?</li> <li>○ What are the gaps between the current efforts and PPWG vision?</li> <li>○ What are some initial ideas about how to reach the PPWG vision?</li> <li>○ Narrow and prioritize issues</li> </ul> </li> <li>• Continue Sub-committee formation</li> </ul>
December 12, 2016	<ul style="list-style-type: none"> <li>• Determine principles and criteria for public participation               <ul style="list-style-type: none"> <li>○ Implementable, actionable etc.</li> </ul> </li> <li>• Provide examples of best practices for public participation</li> <li>• Develop outline for PPWG Recommendations</li> <li>• Sub-committee reports</li> </ul>
January 9, 2017	<ul style="list-style-type: none"> <li>• Sub-committee reports</li> </ul>

	<ul style="list-style-type: none"><li>• Begin Draft Recommendations</li></ul>
February 13, 2017	Draft Recommendations
March/April	Draft, Narrow, Prioritize and Refine Recommendations
May 8, 2017	Refine and Finalize Recommendations
June 12, 2017	Finalize and Prepare to Present Recommendations