



## Project Advisory Committee Ground Rules

This committee represents a diversity of expertise, skills, and viewpoints. As such, committee members are expected to listen carefully and consider the range of local and citywide needs and goals. Committee recommendations should represent a broad base of collective wisdom about what will best serve our city and the local neighborhood.

### Process to Develop Recommendations

The PAC will work to reach agreement on advice and recommendations. The group will use a consensus process that respects the perspectives and contributions of all members. Whenever possible, the group will forward recommendations that are supported by the full group. If full agreement is not possible, the PAC will use a simple majority vote to finalize recommendations. In the case of a majority vote, minority reports will be accepted and submitted along with the PAC recommendation.

The suggestions, advice, and recommendations of the PAC will be provided to the project staff and the Director of Portland Parks & Recreation for consideration. Final decisions will be made by the PP&R Director.

### Ground Rules

- Arrive on time and be prepared for the meeting topics.
- Follow the topics and time set by the agenda.
- Listen carefully and speak honestly.
- Respect the views and opinions of others.
- Keep an open mind.
- Critique issues, not people or organizations.
- Allow everyone the opportunity to speak once before speaking twice.
- Use discussion to clarify information, not advocate for positions.
- Consider the needs and concerns of the local community and the larger city.





**Public Involvement Overview**

**Outreach Phase 1**

July 2016 through September 2016

**Goals:**

- Identify key stakeholders for the project
- Understand community needs and assumptions
- Identify opportunities and challenges

**Public Outreach Activities**

Activity	Date/duration
Farmers Market	July 14 <sup>th</sup> , 4-7 PM
	July 21 <sup>st</sup> , 4-7 PM
E-mail	Minimum 3 messages sent out August 11
South Portland Neighborhood Association Meeting	September 7 <sup>th</sup> , 7:00 PM
National Night Out, Willamette Park	August 3 <sup>rd</sup>
Movies at Elizabeth Caruthers Park	August 18 <sup>th</sup>

Email - BTA	
Email - Bike Portland	
Email – PP&R Database	

**Outreach Phase 2**

**October 2016 - December 2016**

**Goals:**

- Share design options with community
- Receive and understand community feedback
- Use feedback to refine design options

Activity	Date/duration
PAC meeting prior to community meeting	2 November
Consultant - Develop Design Options	Early December
PAC #2	Dec 12, 13, 14

Community Meeting	Dec 13, 14, 15
PAC meeting #3 to review public feedback	Jan 9-12
South Portland NA	Prior to public meeting
South Waterfront HOA	Prior to public meeting
Email out design (2 week comment period)	After public meeting

**Outreach Phase 3**

**January 2016 - February 2016**

**Goals:**

- **Reflect understanding of community feedback**
- **Present "Final" design**
- **Receive feedback**

Consultant - Develop Final Draft Design	Feb 6
Community Meeting	Feb 6-9
Consultant - Incorporate feedback into design	
PAC #4 – approve final Draft Design	Feb 20-24