

MINUTES OF MEETING
24 May 1972

The meeting was called to order by the Chairman, Ogden Beeman. The first topic of discussion was a report from the staff on the work assigned by the Task Force at the May 9, 1972 meeting. A list of groups has been compiled, but, clear distinctions between recognized community groups and ad hoc, sub groups has not yet been drawn. Maps were prepared showing the boundaries of grade schools, census tracts, 16 neighborhood organizations, and proposed districts by the City-County Charter Commission. Five suggestions were made by staff for Working Committee topics.

The boundaries maps and the Working Committee suggestions generated much discussion. The following conclusions were reached:

1. In settling the boundaries issue neighborhood interests, problems, topography and a host of other concerns must be taken into consideration. The Task Force's intent is not to establish boundaries, superimposing its ideas on any group; rather its intent is to establish criteria for setting boundaries.
2. Recognizing that some of the concerns of Working Committees will overlap the Task Force will continue to meet to give Working Committees opportunities to share their progress, exchange ideas, and discuss areas of overlapping.
3. The goal of the Task Force is to design a framework that opens up opportunities for neighborhoods without making them dependent on any source of funding or limiting them in any way.
4. Any policy coming from the Working Committees will go before the Task Force for changes, modifications, revisions and adoption as final policy to recommend to City Council.

A motion was made and passed that the Working Committee's suggestions be adopted as follows:

1. Structure of Neighborhood Organizations.
This would include:
 - A. Criteria and procedure for recognition representation.
 - B. Purpose and scope of activities

2. Funds
This would include:
 - A. Basic expenses
 - B. Current resources
3. Boundaries
 - A. Criteria for deciding boundaries
4. Authority
 - A. Define area(s) and degree(s)
 - B. Procedure for exercising authority
5. Communication and Coordination
This includes communication process between:
 - A. D.P.O. and their community
 - B. D.P.O. and City Hall (Review Board question)
 - C. D.P.O. and Coordination of any agency(s), plans or programs that would affect a D.P.O.

The staff was given the assignments of: 1) compiling a small list of assumptions for each Working Committee, 2) clearly defining the exact objectives of each Working Committee and the policy they should recommend to the Task Force, 3) a time table for each working committee, and 4) a tentative make up of Working Committees, including Task Force Members, Neighborhood Organization representatives, and agency representatives.

Keeping with the Task Forces decision to meet in various neighborhoods, thereby giving option for more citizen involvement and understanding of the District Planning Organization, the next meeting will be held June 13, 7:30 p.m., at St. Johns Community Center, 8427 N. Central (2 blocks off of Lombard.)

Sunnyside Improvement Corporation has also extended an invitation to the Task Force to meet in their area.

Meetings will begin promptly at 7:30 p.m., end at 9:30 p.m., and will open, although the Chairman reserves the right to limit the discussion if necessary.

JUN 1 1972

*File - CP Task
Force*

26 May 1972

To: District Planning Organization Task Force Members
Community Groups

From: Connie Veek, Staff

Subject: Minutes of Meeting 24 May 1972

Task Force Members in attendance:

Hilda Baar
Ogden Beeman
Ray Bowman
Maureen Bressler
Jo Brown
Brenda Green

Lloyd Keefe
Don Kirkendall
Wesley Korman
Dale Meyers
Gyle Pisotchi
Connie Veek

Guests in attendance:

Edith Bowes
Leroy Cameron
Lucy Cole
Jean Hoops
Paul Hopker

Dennis Keenan
Doris B. Saunders
Bill Scott
Herb Simpson
Faith Unruh
Ed Warmoth

DISTRICT PLANNING ORGANIZATION WORKING COMMITTEES

ASSUMPTIONS

I. Structure of Neighborhood Organizations

A. Representation and Recognition

1. To be recognized, a DPO neighborhood organization must be open to all aspects of their community, i.e. - tenants, landowners, and business owners.
2. No existing neighborhood organization should automatically be recognized as a DPO until their organization has been reviewed by City Council, using DPO guidelines.
3. DPO's will need to elect a spokesman, chairman, or board to be their voice and have by-laws.
4. An annual review of DPO's will be necessary.

B. Purpose and Scope of Activities

1. To improve the quality of Comprehensive Planning and Community Development by providing input by the Neighborhood residents that will give them impact on City Agency decisions.

OBJECTIVES

I. Structure of Neighborhood Organizations Criteria and Procedure for:

A. Representation and Recognition

1. Provide mechanism that allows involvement of all aspects of the community, (Tenants, landowners, and businessmen alike) to provide an organization that can be recognized by City Hall as the Planning body for a neighborhood in the areas of land use and other activities.
2. Design a procedure flexible enough to enable citizens to choose their own organizational structure.
3. Devise a method for annual review of DPO's recognition.

B. Purpose and Scope of Activities

1. Set a planning procedure that involves citizens in physical planning and is flexible enough to include other activities.

ASSUMPTIONS

2. To give citizens the opportunity to become involved in the planning process for their neighborhood.
3. To provide a representative body that will be recognized by Agencies during the Planning Process.
4. To resolve "local conflicts" before they reach the City Council.
5. The DPO shall be concerned with land use but have the potential to broaden its activities.

OBJECTIVES

2. Establish a mechanism for providing a neighborhood plan.

ASSUMPTIONS

II. Funds

A. Funding can be used for mailings, paper, equipment, cost for facilities for open meetings etc., staff to aid neighborhoods in organizing, staff to advise and inform and scholarships for workshops, training, and developmental research.

B. Not all neighborhoods have been using the resources (local, city, state, and federal) that could make funding available to the neighborhoods.

OBJECTIVES

II. Funds

A. Define options open to citizens to receive funding.

1. What funds are available to neighborhoods.
2. What guidelines must be followed to receive these funds.
3. What areas do these funds cover:
 - a. mailing
 - b. secretarial staff
 - c. paper
 - d. staff for Citizen Participation and planning
 - e. rent for facilities
 - f. equipment
 - g. scholarships for workshops

* Travel

* advocate Planner?

* Community organizer

Need (minimum) for a
DPD support budget

ASSUMPTIONS

III. Boundaries

- A. Districts shall be small enough to ensure citizen participation on a local level.
- B. Boundaries should be established using topography, major thorough-fares, census tracts, population, and natural neighborhood groupings as considerations.
- C. ~~Not all areas of the City need be within a DPO boundary.~~

OBJECTIVES

III. Boundaries

- A. Design guidelines for alternative plans that Neighborhood Organizations can use to choose the boundaries for their DPO.

Appeal Boundaries

ASSUMPTIONS

IV. Authority

- A. The success of the DPO concept relies on recognition and some grant of authority.
- B. After being recognized as a DPO the organization should receive authority in degrees.

*Recommendations
policies (override by Veto)
Veto Power*

OBJECTIVES

IV. Authority

- A. Define degrees of authority available to citizen groups under City, County, State and Federal laws.
- B. Describe new grants of authority desirable and steps necessary to achieve.
- C. Establish guidelines for gaining and using the authority constructively.

ASSUMPTIONS

V. Communication and Coordination

A. Between DPO's and their community

1. A newsletter, open meetings and/or mass mailing of minutes are necessary to ensure proper opportunity for involvement.

B. Between DPO's and City Hall

1. A progress report and review on DPO's programs should be sent to the Planning Commission and City Hall in conjunction with annual review of recognition.

C. DPO and a coordination of any agency(s) plans or programs that affect DPO's.

1. All physical social and economic plans should be available for review by affected DPO's.

OBJECTIVES

V. Communication and Coordination

A. Between DPO's and their communities

1. Recommend methods for DPO's to communicate with citizens in neighborhoods.

B. Between DPO's and City Hall

1. Recommend structure and content of annual report.

C. Between DPO's and Agencies

1. Recommend a mechanism to insure proper coordination between DPO's and agencies.

Inter-change through ^{advisory} Council
Recommend Citizens
Congress - Goals
for city

COMMISSIONER

HEAD OF BUREAU

File - CP Task Force

MONITORING +
EVALUATION
COMMITTEE
OEO FUNDING

ADMINISTRATION AND FINANCIAL ACTIVITIES
EVALUATION AND INFORMATION SYSTEMS
CITIZEN PARTICIPATION TECHNICAL ASSISTANCE
RESIDENT TRAINING + EMPLOYMENT
SOCIAL PROGRAM PLANNING
ECONOMIC PLANNING
PHYSICAL PROGRAM PLANNING

DISTRICT PLANNING
ORGANIZATIONS (DPO)

CHAIRMAN
CITIZENS
PLANNING BOARD

CITIZEN PARTICIPATION

EDUCATION

HEALTH

SOCIAL SERVICES

RECREATION - CULTURE

CRIME - DELINQUENCY

MANPOWER +
JOB DEVELOPMENT

ECONOMIC + BUSINESS
DEVELOPMENT

HOUSING

RELOCATION

TRANSPORTATION -
COMMUNICATION

ENVIRONMENTAL
PROTECTION +
DEVELOPMENT

MODEL CITIES AREA
ALSO PMSC SECTION

PMSC - S.E. AREA

PMSC - N. AREA

BALANCE OF CITY AREA

9 May 1972

To: District Planning Organization Task Force Members

From: Connie Veek, Staff

Subject: Minutes of Meeting, 9 May 1972

Task Force Members in attendance:

Hilda Baar	Ogden Beeman
Maureen Bressler	Bettie Mayer
Dale Meyers	James Neill
Gyle Pisotchi	F. Ray Bowman for Mr. Kenward

Guests in attendance:

Stan Amy	Paul Hopker
Dennis Keenan	Bill Scott

Ogden Beeman, acting chairman, called the meeting to order. The first order of business was selection of a permanent chairman. The Task Force decided to choose a chairman from its own members. A motion was made, seconded and passed unanimously that Ogden Beeman become the Chairman.

Meeting days and times were chosen. The Task Force will meet the second and fourth Tuesdays of each month at 7:30 p.m. Because of the May 23rd primaries the next meeting will be Wednesday, May 24, 7:30 p.m. at the Lloyd Building, 700 NE Multnomah, 13th Floor, Conference Rooms A and B. Subsequent meetings will be held in different locations around the city.

The Task Force agreed upon Organizational Chart #1 as a process by which to accomplish the objectives set by Mayor Schrunk. Letters will be sent to neighborhood organizations and agencies explaining our task and inviting their cooperation and input on the working committee level.

Changes were made on the Work Sheet. The objective should read to recommend and have adopted the form and content of a D.P.O. within 6 months.

The suggestion was made by Stan Amy and Bill Scott that the Task Force not limit its policy to land use but rather

set guidelines for granting power to recognized District Planning Organizations in areas of planning that can be broadened to include social needs. This was acceptable to the Task Force.

Bettie Mayer is going to San Diego May 23-26. While there she will gather information on how the D.P.O. is functioning in San Diego. Connie was directed to write a letter of introduction for Bettie.

The Task Force assigned Connie the job of compiling 1) a list of groups that are now clearly neighborhood organizations, 2) a list of ad hoc, sub groups etc, 3) maps of different boundaries, and 4) 4-6 general topics and objectives for the working committees by May 24.

Meetings will begin promptly at 7:30 p.m., end at 9:30 p.m., and will be open although the Chairman reserves the right to limit the discussion if necessary.

CV:bn

DISTRICT PLANNING ORGANIZATIONS (DPO)

Purpose

Provide communication channel between neighborhood citizens and city government staff.

Involve citizens in Planning decisions for physical, social and economic programs effecting the area where they live.

Tailor developments and delivery of services to neighborhood wishes.

Give city staff feedback on quality of projects and new ideas for planning.

Build a base to link with other neighborhoods for city-wide planning.

Authority

All physical, social, and economic plans for neighborhood to be reviewed.

District organization and City Council both to have right to veto plans.

Review and comment on city budgets prepared by staff.

Make recommendations to city staff for action.

Make recommendations to City Council for action.

Give input on decisions for zoning, freeways and streets, parks, social services, neighborhood development.

City-Wide Relationships

Each District Planning Organization (DPO) to be represented in City-wide Advisory Council.

City-wide Advisory Council to represent geographic areas and spcial community interests.

Projects from individual districts to be grouped for total city-wide plan.

City-wide group assigns task forces to confer with department heads.

City-wide group makes recommendation to City Council.

District Areas

City area divided into several specific districts by geographic area.

Maintain natural neighborhood groupings and physical similarities.

Establish specific boundary lines for planning and program purposes.

Follow census tracts lines to assist data collection.

Allow for structure to be extended to balance of county in future.

Establish districts equal in population (trade-off on size; small enough to reach the people effectively, yet large enough to be practical and economical for city-wide planning and staffing purposes).

Organizational Structure

Organization to be representative of all citizens in designated area.

Only one group to be franchised per planning district.

Several neighborhood groups may assign representatives to district planning organization.

Residents of district choose structure and participants.

Acting on recommendation from district, City Council approves planning organization to represent district.

Planning organization recommends members to serve on City-wide Advisory Council (to be confirmed by City Council).

Staffing and Support

Provide full-time staff from city agency to assist district organizations.

Provide employment of part-time community organizers to work with district organizations, supervised by full-time staff.

Provide working fund to each district for mailings, postage, meetings, etc.

Make funds available for workshops, training, and developmental research.

SUBDISTRICTING, CITY OF PORTLAND

Arnold M. Cogan
DMJM

1. Existing SubDistricts

- Schools
- Police Precincts
- Voting Precincts
- Aggregation of Census Tracts
- Welfare Districts
- ~~Legislative Districts~~
- ~~City - County~~

2. Possible Bases for New SubDistricting

- Education
- Public Safety - *police & fire*
- Cultural and Historical Ties
- Social Services
- Road and Utility Maintenance
- *Neighborhoods already established*

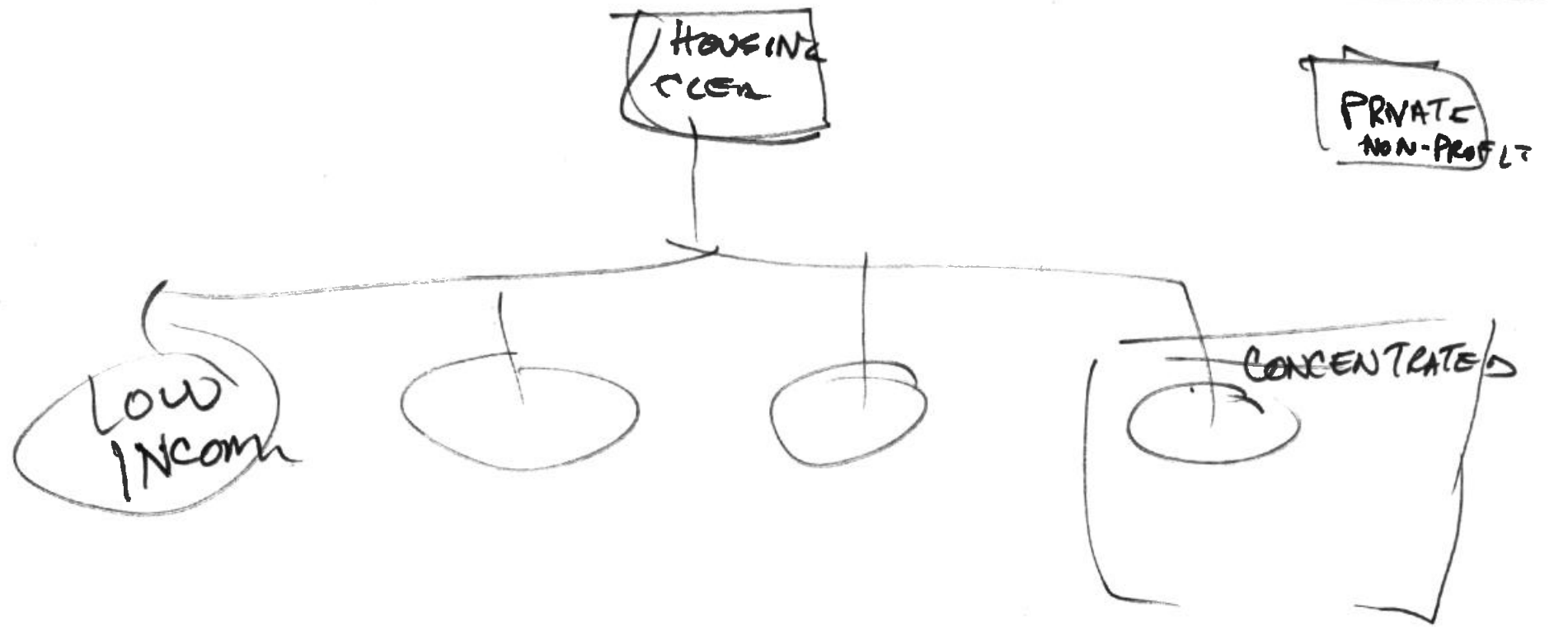
3. Methodology for SubDistricting Analysis

- Collect information about present methods used by different agencies and groups
- Map each of the methods
- Make priority judgment as to the most important basis for districting
- Identify those boundaries which show up most frequently in the present methods
- Select two to three patterns for more detailed analysis
- Evaluate the possible methods and discuss with agencies and groups
- Select the most effective pattern

4. Alternative Goals for districting

- Efficient government
- Closer to people
- Coordinated agency management
- Make little city halls functional
- Administer revenue sharing

AMC:an
5/5/72



Ed Wamoth
For your info
Hal



DANIEL, MANN, JOHNSON, & MENDENHALL
Planning — Architecture — Engineering — Systems — Economics
816 PITTOCK BLOCK PORTLAND, OREGON 97205

Citizen Involvement . . . Can it Really Work?

January, 1972

"Technicians will have to get used to the fact that they must be able to explain their work to laymen in a way which doesn't overawe them . . . that input from citizens is a necessary part of our public decision making process." This philosophy, articulated by R. Evan Kennedy, vice president in charge of the DMJM Portland office, is illustrated in the ways DMJM approaches projects calling for an active citizen role.

The **Auburn-Bothell Corridor Study**, recently completed by the firm for an area near Seattle, Washington, illustrates some successful citizen participation techniques.

The Task, as delineated by the client, now known as



Technicians Answer Questions from Public

the Washington Legislative Interim Transportation Committee, was to study the advisability of building a north-south highway east of Seattle.

The Purpose of citizen participation in this and other studies, according to Arnold Cogan, in charge of DMJM citizen programs, is twofold:

1. to impart technical information to citizens concerning data, practical alternatives, physical, financial and social limitations;
2. to receive from the citizen, information on attitudes and priorities which will influence the ultimate decisions, both professional and political.

The Method, as DMJM devised it: To structure citizen involvement as an ongoing process, equal to time and effort spent on technical studies. This was implemented in the Auburn-Bothell Study by organizing broadly-based citizen

advisory committees in each area of the region and by meeting regularly as technical data became available.

Citizens, technicians and policymakers sat down together and worked out their concerns until alternatives were chosen and agreed upon.

Techniques are many, including questionnaires, large group meetings, small group discussions, fact sheets, displays, slides. "The goal of this process is to translate technical information into easily understood terms," Cogan agrees.

The Result: By participating early in the transportation planning process, citizens could affect meaningful changes and see the results of their work. Alienation and hostility, often the natural aftermath of most highway planning, was avoided.

The general recommendation from all groups, finding favor among technicians, citizens and politicians, was "not to have a freeway at all" in the location in question.

Using the same general techniques, a citizens' participation program involving thousands of individuals in metropolitan Seattle, is now in process under DMJM's direction. The results, due in spring, 1972, will be three fold:

- A metropolitan area transit plan for the use of the Municipality of Metropolitan Seattle (Metro);
- Updating of the regional four-county plan for the Puget Sound Governmental Conference;
- A transit plan for the Bellevue community.

The Puget Sound Governmental Conference is the client for all these studies.



Citizens Help Plan Bus Routes in Seattle

Housing Needs Concern Kennedy



R. Evan Kennedy

There are many people not poor enough to qualify for low rent government housing projects, and still not financially able to qualify for conventional mortgage loans. Their needs for adequate housing are great, their resources few. It is concern for this "in-between" segment of the community which has led R. Evan Kennedy to take on the presidency of the Interfaith Housing Committee and Metro Housing Inc. for the Greater Portland Council of Churches.

First order of business when Kennedy took over was to enlarge the committee from its middle class orientation to include both welfare and business representatives. "We found we were able to sit down and talk to each other, to our mutual advantage," said Kennedy.

After the Council of Churches financed a study by Urban America Inc. of housing needs in Portland, the Interfaith Housing Committee organized a housing development corporation whose aim is to develop capital to lend non-profit institutions seeking funds to build housing for low-income people.

"It's easy to become discouraged", agreed Kennedy, when faced with zoning restrictions, public misunderstanding and bureaucratic red tape. In its attempts to locate a housing site for deaf individuals, the committee uncovered some little-known prejudices against the handicapped in our community. "We need to reexamine many of our stereotypes," Kennedy has learned.

Kennedy has a long list of community involvement. As president of the Portland City Club, 1967-68, he innovated activities which have since become traditional, such as the distinguished accomplishment award annually given to a City Club member. He has also participated in many committee studies and was a minority dissenter a few years ago on a mass transit study committee. His proposal, which was adopted by the City Club and ultimately by the City Council: that the public take over operation of the buses.

As a professional engineer with more than twenty years experience in the Northwest, Kennedy still finds time to devote to his broad community concerns.

This newsletter is the first monthly publication of Daniel, Mann, Johnson & Mendenhall Northwest, 816 Pittock Block, Portland, Oregon 97205 (503) 222-3621; 1305 Tower Bldg., Seattle, Washington 98101 (206) 623-6391.

Vice president in charge: R. Evan Kennedy
Chief architect: Patrick Loukes
Chief planner: Arnold Cogan
Seattle office manager: Joe Kozlovski
Corporate headquarters: 3250 Wilshire Blvd.
Los Angeles, Calif.

DMJM Northwest is a professional consultant firm offering qualified services in the following fields: architecture, economics, engineering, environmental science, management, planning, systems engineering and transportation planning and engineering.

Joe Kozlovski heads Seattle Office

With his urban planning and architectural credentials firmly established, Joe Kozlovski has taken charge of the DMJM Seattle office. Presently, the main thrust of activity is a many faceted mass transit study for the Seattle region, but Kozlovski sees many opportunities in the future to provide DMJM's varied services.



Joe Kozlovski

Kozlovski recently returned to the "lower 48" from Alaska. As Juneau Planning Director and Director of Community Development, he presided over the unification of two urbanized areas and a borough; he was responsible for the subsequent reorganization of government departments. In Alaska, Kozlovski also stimulated the development of low and moderate income housing in the Juneau Model Cities area.

Previously, as planning director of the Port of Portland, he supervised studies of airport needs and land development.

On the Drawing Board

The following are some current DMJM projects:

Geophysical Hazards and Urban Forms, Juneau, Alaska

The purpose of this study is to identify in the urbanized Juneau area existing and potential hazards such as snow avalanches, rock and earth slides and earthquakes. Changes and modifications to zoning and building codes and comprehensive plans will be recommended. Project Manager: Mike Mann

County Courthouse Remodeling, Portland, Oregon

With the recent merger of Portland's municipal court with the county district court, it is necessary to provide seven new courtrooms at the county courthouse. DMJM has been retained by Multnomah County to prepare a flexible long range remodeling program which will include additional courtroom space and other needed facilities. Project Director: Pat Loukes

Low Income Housing Facility, Tacoma, Washington

Designed for the First Assembly of God Golden Opportunity Living Development Corporation, the project consists of a seven-story building of 160 units and a two story activities-dining building where daily meals will be offered to residents. The project design and management program has been approved by HUD through its 236 funding program and construction has begun. Project Architect: Bob Cloud

Model Cities Commercial Study, Portland, Oregon

DMJM has been retained by the Portland Development Commission to identify commercial, industrial and specialized land use potentials for NE Union Avenue and surrounding areas. A program will be developed for long and short range-projects to revitalize this blighted and rundown area. Project Manager: Arnold Cogan

TASK FORCE - NEIGHBORHOOD ORGANIZATION

Mrs. Gustav Baar (Hilda)
Goose Hollow Foothills League
1553 S.W. Upper Hall 97201
228-3450

Ogden Beeman, Past President
Northwest District Association
2687 N.W. Cornell Rd. 97210
223-4548

Mrs. G.E. Brian Bressler (Maureen)
Sensible Transportation Options
for People (STOP)
3015 N.E. 20th 97212
284-1825

James O. Brooks
Urban League
5329 N.E. Union 97211
288-6517

Mrs. F. Clair Brown
East-CAP Housing Commission
4126 S.E. Oak 97214
235-7425

Mrs. Brenda Green
Citizen Participation Coordinator
for Model Cities Program
3929 N.E. 78th 97213
288-5361

Dr. John Howard, President
Lewis and Clark College
0615 S.W. Palatine Hill Rd. 97219
244-6161

Dr. Rex Johnston, President
Columbia Christian College
200 N.E. 91st 97220
255-7060

Lloyd T. Keefe
Portland Planning Commission
424 S.W. Main 97204
228-6141, ext. 296

John Kenward
Portland Development Commission
1700 S.W. Fourth 97201
224-4800

Don Kirkendall, President
St. Johns Boosters
7815 N. Hudson 97203
286-4294

Wesley Korman
Housing Authority of Portland
4400 N. E. Broadway 97213
288-7111

Mrs. Ronald Mayer (Betty)
Southeast Uplift Program--SMILE
6115 S.E. 13th 97202
232-7363

Dale Meyers
Corbett Terwilliger Neighborhood
Council
0333 S.W. Vermont 97219
287-1158 or 246-5781 (home)

James K. Neill, past member
Portland Planning Commission
134 N.E. Sumner 97211
226-2681 or 284-8641 (home)

Giles Pistoichi
Corbett-Terwilliger Neighborhood
Council
3037 S.W. First 97201
227-7029

WORKING COMMITTEE MEETINGS

- I. Structure Committee - Jo Brown, Chairman - 235-7425
Thursday, June 29 at 7:30 p.m. - 3534 SE Main
- II. Funds Committee - Dale Meyers, Chairman
Wednesday, June 28 at 7:30 p.m. - 3030 SW 2nd
- III. Boundaries Committee - Maureen Bressler, Chairman - 284-1825
Tuesday, June 27 at 7:30 p.m. - St. Andrews Rectory, NE 8th & Alberta
- IV. Authority Committee - Betty Mayer, Chairman - 232-7363
Thursday, ~~June 22~~^{July 12} at 1:00 p.m. - SE Uplift Offices,
4316 SE Hawthorne Blvd.
- V. Communication Committee - Don Kirkendall, Chairman - 286-4294
Wednesday, June 28 at 2:00 p.m. Don's Home - 7815 N. Hudson

RECEIVED
JUN 26 1972
MODEL CITIES

URBAN ADVISORY COUNCIL

This would be the master Citizen Participation Board for the City, serving in an advisory capacity to the City Council. Membership would be made up partly of neighborhood representatives covering all geographic areas of the city and appointed persons to represent segments of the community such as business, schools, League of Women Voters, etc. Neighborhood representatives would be confirmed by the City Council upon nomination from the neighborhood organizations. The Advisory Council would operate with task forces made up of Council members and other citizens and technical representatives when appropriate. Task forces would be created to serve in an advisory capacity to major programs and bureaus such as the proposed Human Resources Agency, addressing themselves to the city-wide delivery of services and confirming with the agency administrator with regard to technical changes. (This body would take the place of the "Citizens Capital Improvements and Finance Committee" as suggested by the Portland Citizens' Committee. It would address all elements of community life and assure better representation from all areas of the city).

DISTRICT PLANNING BOARDS

This would be a body for organization to be representative of a designated geographical district of the city. The key principle is to have it representative and spokesman for the district, either through neighborhood elections or neighborhood recommendations for appointment to be confirmed by the City Council. The District Planning Board would have a structure to confer with staff of various city agencies in developing plans and programs for each particular district. Needs would be outlined and projects would be proposed. The projects and services for each of the districts of the city would be brought together for an overall unified plan by the agency administrator. Another responsibility of the district planning group would be to nominate or appoint a person who would serve on the city-wide urban advisory council. After all individual district plans were merged into a city-wide plan, this information would be presented to the Urban Advisory Council for review at the same time it was being reviewed by the City Council. (It would be important to follow census tract lines in designating districts to facilitate gathering data on the conditions and problems of each district).

COMMUNITY LIAISON - CITIZENS PARTICIPATION STAFF

It is proposed that the staff support would be available to the district planning group to help organize their meeting agendas and provide contact with citizens. Technicians from the various city agencies

would be invited to plan in cooperation with the citizens. To assure coordination and uniformity, the CP staff should work for one supervisor and meeting periodically as a unit in addition to the work to be performed in assigned neighborhoods. Services of the key staff person would be augmented by part-time community organizers selected in cooperation with the neighborhood groups. The CP staff should be attached to a part of the regular city government.

DISTRICT CENTER

Some office or physical location should be provided as a focus for each planning district. These offices or buildings could become like "little city halls" with information on city services and serving as a link to citizens with problems.