



Track 2: Community Engagement Task Force Charge & Structure

*Minneapolis City Goals: A Safe Place to Call Home ▫ One Minneapolis ▫ Lifelong Learning
Second to None ▫ Connected Communities ▫ Enriched Environment ▫ A Premier Destination*

CHARGE

1. **Identify types of community organizations that the City should recognize as formal participants in its community engagement system.**
 - a. Consider all organizations that may participate in city improvement including both geographic (planning districts, neighborhoods, blocks) and non-geographic (business, ethnic, cultural, issue-specific) organizations.
2. **Develop a clear set of expectations about what these organizations should expect from the City and what the City should expect from these organizations as participants in the City's community engagement system.**
3. **Describe the connection points between the City and these community organizations that would be needed to meet these expectations and support more effective participation.**
 - a. Consider both systems and practices.
4. **Develop alternatives for an improved organizational structure that supports the connection points and identifies responsibility for action.**
 - a. Review the strengths and weaknesses of the current structure.
 - b. Consider national models and best practices.
5. **Describe the official support (financial or otherwise) necessary for this organizational structure to succeed.**
 - a. Consider national models and best practices.

STRUCTURE

- Council President authorized to finalize list of participants
- Co-chaired by Council Vice President and one community member
- Guiding principles: open-minded, constructive, & balanced in reference to gender, ethnicity, and geography; the structure should reflect neighborhood organizations as valuable entities recognized formally in the City's CE system and acknowledge the importance of broadening representation

Voting Participants	
6	Neighborhood Organizations (staff/volunteer; large/small including the NRP categories of redirection, revitalization and preservation)
2	Block Clubs
4	Ethnic/Cultural Organizations
2	Issue-Focused Organizations
2	Business Associations (1 large / 1 small)
2	Community Development Corporations (1 geographic-based / 1 citywide)
1	Community Engagement Innovator
1	Civic Participation Advocate
2	At-Large Residents
22	Total Voting Participants

Non-Voting Participants	
3	Council Members (<i>1 chair</i>)
1	Mayor/Representative
3-5	Staff Resources (<i>may vary</i>)
1	Task Force Support
8-10	Total Non-Voting Participants

- **Examples:**
 - Issue-Focused Organizations = environment, affordable housing, youth advocacy orgs, etc.
 - Community Engagement Innovator = LISC, e-democracy, etc.
 - Civic Participation Advocates = Citizen's league, League of Women Voters, Center for Civic Participation, CURA (Center for Urban & Regional Affairs – UofM), etc.
 - Staff Resources = representatives from City departments whose work involves engaging the community (selection may vary depending on topic of a particular meeting)

TIMEFRAME & OUTLINE of TRACK 2 ACTIVITIES

- *May 25*: City Council approval of charge and structure

Phase 1: Task force work – preliminary recommendations

- *June 11 – July 27 (6 weeks excluding week of July 4th)*
 - 6 task force meetings
 - Generate alternatives for public comment and input
 - Begin planning Phase 2 to give advance notice to the community and identify methods
- *June 28, July 19*: Progress reports by participating Council Member
- *August 2*: Report of preliminary recommended options to Committee of the Whole

Phase 2: Community engagement process

- *August/September*
 - Circulate preliminary set of recommended options for public review
 - on-line, email, hardcopies, etc
 - Solicit community feedback and input
 - public meetings
 - alternative methods (on-line, email input, possible surveys, etc)
 - August is recognized as a difficult month for getting community feedback however due to the timeline it is still worth beginning the process that extends to September 28
- *October 1-12 (2 weeks)*
 - Gather, analyze, and summarize community input
 - Incorporate community input in to final recommended options

Phase 3: Task force work – final recommendations

- *October 18*: Present final recommended options to the Mayor and City Council for discussion
- *October 19-31*: City Staff incorporate task force recommendations, community input, and Mayor and City Council discussions to formulate a final recommendation
- *November 1*: Present final recommendation for discussion and final CoW input
- *November 16*: City Council adopts final recommendation