

**TO:** MEMBERS OF THE NEIGHBORHOOD AND COMMUNITY  
ENGAGEMENT COMMISSION

**FROM:** HOWARD BLIN, COMMUNITY ENGAGEMENT MANAGER

**SUBJECT:** FEBRUARY 8 COMMITTEE OF THE WHOLE MEETING

**DATE:** FEBRUARY 2, 2012

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## **Meeting Location**

The meeting will be held at the Bottineau Park Recreation Center located at 2000 2<sup>nd</sup> Street NE.

## **Agenda**

### **Item 2 – Review of Revisions to CPP Guidelines**

The Commission is scheduled to make final recommendation on the guidelines at the February 21<sup>st</sup> meeting. The Committee of the Whole meeting will include continued discussion of the guidelines, including the requirements for Neighborhood Priority Plans, eligible expenses, and the allocation formula. The agenda packet includes the revised guidelines and a memorandum on the various reports on the program to be prepared by neighborhoods and NCR.

### **Item 3 - Review Charge and Scope of Work for Bylaws Task Force**

At the September 2011 meeting the Commission approved the charge for the current Bylaws Task Force. That charge included review of the Governance sections of the existing Bylaws relating to the Facilitation Committee, review of the Bylaws section on Ethics/Conflict of Interest, and the possible review of procedures for reviewing grievances. The duration of the Task Force was to run through January 2012.

The work of the Task Force was curtailed due to pending changes in the establishing resolution for the Commission. With City Council adoption of the reestablishing resolution for the Commission in December, the work of the Task Force must now include developing the process for selecting officers for the Commission. The term of the Task Force must also be extended. It is anticipated that the revision to the charge of the Task Force will be discussed at the Committee of the Whole, with Commission action occurring on February 21<sup>st</sup>.

### **Item 4 – Discuss Vacancy on Facilitation Committee**

Commissioner Wetjen has resigned from the Facilitation Committee. The appropriate steps to take with regard to the vacancy on the Committee will be discussed by the Committee of the Whole.

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**Item 5 - Preparation for 2012 NCEC Work Planning Meeting**

An exercise to prioritize the 2012 work plan for the NCEC is scheduled for the March 14<sup>th</sup> Committee of the Whole meeting. Preparation for that meeting will be discussed at the February 8<sup>th</sup> meeting.