

**Community Advisory Committee
Future of Urban Renewal: NNE Economic Development Initiative**

Committee Charter

Introduction & Project Background

The North/Northeast Economic Development Initiative, which will take place during the 2008-09 and 2009-10 fiscal years, will include an in-depth analysis of the Interstate Corridor and Oregon Convention Center Urban Renewal Areas including past and planned investments, possible boundary adjustments and priorities for future investments. The North/Northeast Economic Development Initiative will be conducted in partnership with the community to ensure future investments further enhance livability and economic opportunity within the two urban renewal areas and the city at-large.

Mission

The mission of the North/Northeast Economic Development Initiative Community Advisory Committee (N/NE CAC) shall be to advise the Portland Development Commission (PDC) regarding:

- Planned investment for the two URAs,
- Potential boundary adjustments in the two URAs,
- Identification of new investments,
- Public outreach efforts,

The committee’s recommendations will be presented to the PDC Board in the form of a written report. The N/NE CAC is one strategy that will be used to engage the community in this important progress. Additional strategies and outreach tools are defined in the North/Northeast Economic Development Initiative Study Public Participation Plan.

Membership & Term of service: August 2009 through March 2010

Community Advisory Committee	
Sara Carlin Ames – Portland Public Schools	Robert McKean – Albina Community Bank
Gale Castillo – Hispanic Metropolitan Chamber	Marissa Madrigal – Multnomah County
Paige Coleman – Northeast Coalition of Neighborhoods	Traci Manning – OCCURAC Chair
Jonath Colon – Small Business Representative	Tracy Menasco – North Portland Business Association
James Faison – National Association of Minority Contractors (NAMCO)	Larry Miller – Portland Trailblazers
Dr. Algie Gatewood – Portland Community College	Joice Taylor – North Northeast Business Association
Jorge Guerra – Oregon Association of Minority Entrepreneurs (OAME)	Walter Valenta – ICURAC Co-Chair
Damien Hall – OCCURAC Vice Chair	Abigail Webb – New Columbia resident
Roslyn Hill – Roslyn Hill Development	*Charles Wilhoite – Portland Development Commission
Sheila Holden – ICURAC Co-Chair	Rick Williams – Lloyd Transportation Management Association
Roy Jay – African American Chamber of Commerce	<i>To Be Determined - Lloyd Executive Partnership</i>

*Chair

Meeting dates, times, location:

Billy Webb Elks Lodge 6 NE Tillamook Street

Date	Time
Wednesday August 19, 2009 CAC	6:00-8:00 p.m.
Wednesday September 16, 2009 CAC	6:00-8:00 p.m.
Wednesday October 7, 2009 CAC	6:00-8:00 p.m.
Wednesday November 4, 2009 CAC	6:00-8:00 p.m.
Wednesday December 2, 2009 CAC	6:00-8:00 p.m.
Wednesday January 13, 2010 Open Mic	6:00-8:00 p.m.
Wednesday January 20, 2010 Open Mic	6:00-8:00 p.m.
Wednesday January 27, 2010 Open Mic	6:00-8:00 p.m.
Wednesday February 3, 2010 Recommendations & report	6:00-8:00 p.m.
Wednesday February 17, 2010 Feedback from draft report	6:00-8:00 p.m.
Wednesday March 3, 2010 Adopt final report	6:00-8:00 p.m.

Roles and Responsibilities

The members of the N/NE CAC will act as a communication conduit with community residents and businesses regarding the project. A committee member appointed by a community organization such as a business association or neighborhood association is responsible for providing regular updates to the organization and making sure the concerns and opinions of that organization are communicated to the committee. Committee members will be expected to review materials prior to the meetings and come prepared to engage in discussion and ask questions. In addition, committee members will:

- Attend all meetings on a regular basis,
- Maintain an open mind regarding other views,
- Work as a team member,
- Participate collaboratively in group decision-making,
- Constructively manage conflict between themselves and others in the group, and
- Identify areas of potential conflict and propose solutions for successful resolution of the conflict.

Meeting Facilitation

A facilitator will be engaged to help the group stay on track and achieve its objectives. The facilitator will be an outside consultant.

Decision Making Process

The CAC will decide the process for making decisions. If a decision is made to work by consensus, then a “fall back” method will be needed in case consensus cannot be achieved. If necessary, the final report will contain a clearly identified majority and minority report.

Ground Rules

The committee will determine the ground rules for discussion. Suggestions include:

- Listen carefully and speak honestly.
- Respect the views of others.
- Keep an open mind.
- Critique issues not people.
- Allow everyone to speak.
- Take responsibility for the success of the meeting.

Documentation

Meeting agendas will be developed by PDC staff and will be sent out prior to each meeting. A written summary will be created for each meeting which will include attendance, topics considered and action taken. Meetings will also be videotaped for rebroadcast on Public Access TV. Meeting summaries will be distributed to the committee prior to the next meeting and will be posted on the PDC web site. All written materials produced by or for the CAC are public documents which will be posted to our website and will be subject to the Oregon Public Records Law.