

OPERATING GUIDELINES FOR THE NORTH AVENUE TASK FORCE

The City Council directs the DPW, in coordination with the North Avenue Task Force, to implement the recommendations of the North Avenue Corridor Study and present designs, findings, and recommendations to the Transportation, Energy, and Utilities Committee and the Public Works Commission.

NATF Members Will...

- I. Be familiar with the North Avenue Corridor Study
- II. Learn about the issues relevant to the project by attending NATF meetings and reading NATF meeting materials
- III. Disseminate project information to the community they represent
- IV. Advise the NATF of their opinions and those of their community in a timely manner
- V. Promote and affirm the outreach process for this effort
- VI. Participate in scheduled public meetings
- VII. Create an safe environment to speak freely without fear or apprehension
 - a. Respectfully listen to the opinions of others & give everyone an opportunity to speak
 - b. Be open and honest without hidden agendas
 - c. Challenge ideas, not people
- VIII. Participate toward a successful project outcome
 - a. Seek to achieve consensus around what everyone can live with, understanding there may be technical, financial, environmental and/or policy limitations
 - b. Base decisions on information, bring closure to decisions, and support group decisions and actions
 - c. Silence is agreement
 - d. Identify any information that should be widely distributed or is still in development by the NATF
- IX. Elect a leadership team to work with DPW in advance of NATF meetings, facilitate NATF meetings, and assist in preparation of NATF meeting materials
- X. Strive to start / end meetings on time

The DPW and Staff Will...

- I. Provide meeting agendas and deliberative items at least 2 days in advance of meetings
- II. Provide understandable and accurate data and materials relevant to the project
- III. Record and distribute summaries of the discussions

The public is welcome to attend the NATF meetings as observers. A 15-minute public comment period will be set aside at each meeting for comments or questions from observers.