

CEDAR RAPIDS: NEIGHBORHOOD PLANNING PROCESS

JANUARY 10, 2009

Community Kick-off, Crown Plaza Hotel Grand Ballroom

8:00 am – 4:00 pm

Set Up

- 1 large room with 60 round tables and 10 chairs per table (or 50 round tables with 12 chairs per table), writing tablets and pens/pencils at each table
- 60 easels with 1 flip chart on each set up next to each table
- Boards set up in open house format around the perimeter of the room

Agenda

- 8:00 am Open House / Registration Begins
Boards set up in Open House format around the perimeter of the room, public invited to come early to review boards.
- 9:00 am Welcome
Welcome community to the next phase of planning
- 9:15 am The Neighborhood Planning Process
Outline the agenda for the day and give a brief overview of expectations for January 31 Workshop and the process as a whole.
- 9:30 am Framework Plan Review and Update
A brief overview of the Framework process and outcomes, focusing on the three themes (flood management, connectivity, and neighborhood revitalization).
- 10:00 am Explain Purpose, Goals and Outcomes of the Process
- 10:15 am Breakout Working Sessions
Tables of ten-twelve work to identify list of goals for the process. Focused conversation on PGO (process, goals, outcomes) lead by facilitators. Table chooses 1 community representative to take notes and 1 community representative (can be the same person) for the "meeting of the minds".
- 11:15 am Meeting of the Minds
One representative from each table convenes with 4 other table representatives at an easel/flip chart and comes to consensus on top 5 goals and outcomes, which are written on the flip chart. There are 12 easels (5 reps at each). Everyone else begins eating lunch at their table.
- 11:30 am Reporting Back
Representatives from each flip chart group (12) have 5 minutes to report to the larger group.. This is simultaneously documented real-time by typing on a laptop in Word, which is projected on the big screen.
- 12:30 pm Break
- 12:45 pm Sustainability and Evaluation Criteria
What is sustainability? How will it inform the process for Cedar Rapids? How will it be used as Evaluation Criteria?

- 1:15 pm Breakout Working Sessions
Tables of ten-twelve work to identify list of sustainability goals for evaluation criteria. Focused conversation on sustainability and evaluation criteria lead by facilitators. Table chooses 1 community representative to take notes and 1 community representative (can be the same person) for the "meeting of the minds".
- 2:15 pm Meeting of the Minds
One representative from each table convenes with 4 other table representatives at an easel/flip chart and comes to consensus on top 5 goals for sustainability and evaluation criteria, which are written on the flip chart. There are 12 easels (5 reps at each).
- 2:30 pm Reporting Back
Representatives from each flip chart group (12) have 5 minutes to report to the larger group. This is simultaneously documented real-time by typing on a laptop in Word, which is projected on the big screen.
- 3:30 pm Next Steps
A Presentation on "Neighborhood Governance" and brief introduction to Workshop 1: Topical Themes
- 3:45 pm Reflections on Day
- 4:00 pm Close