

PROPOSAL FROM MAYOR KALFUS

1. Would the City Council like to create a new public-facing commission? Yes

2. What is the purpose of the commission?

Advise the city council: it will serve as an advisory body to the city council.

- Review, discuss, and recommend policies or initiatives that promote community well-being.
- Promote community development and improvement: It may focus on community-wide issues, such as improving neighborhood livability, expanding access to services, encouraging civic engagement, or supporting quality-of-life programs (housing, recreation, social services, etc.).
- Provide input on programs, services, and growth: When the city has plans or projects — whether for housing, land use, social services, public amenities, or other development — the commission helps evaluate those to ensure they align with the community's needs and values.
- Encourage public participation and representation: By including residents/stakeholders on the commission, it gives community members a structured voice in shaping local policy, development, or services.
- Support sustainable development: aim to make sure growth and services benefit the whole community fairly, balancing economic development, environmental sustainability, and long-term planning.
- I am going to look at previous commissions and put some combinations of them into this one.

3. What is the subject matter jurisdiction of the commission?

The Commission has jurisdiction over matters involving community development, resident quality of life, economic opportunity, community engagement and public input, and the evaluation of city programs and services (fairness and access), maintaining QLMP vision, while acting as an advisory body to the City Council to promote community well-being.

4. What is the proposed work plan for the commission?

****Proposed Work Plan****

Annually...

1. Community Needs Assessment & Priority Setting

Objective: Identify the most important community needs to guide the Commission's work for the year.

Tasks:

- Conduct a citywide survey on community satisfaction, barriers, and emerging needs.
- Review demographic, economic, and social data.
- Meet with key city departments (Community Services, Planning, Economic Development, Police/Fire).
- Develop a "Community Priorities Report" for City Council adoption.*

Deliverable: Annual Community Needs & Priorities Report (Q2)

2. Community Engagement & Outreach Expansion

Objective: Increase resident participation in city programs and civic decision-making.

Tasks:

- Host quarterly community listening sessions.
- Launch a “Community Voice” outreach initiative to encourage diverse participation.
- Partner with schools, nonprofits, and local businesses to broaden engagement.
- Recommend improvements to city communication platforms.

Deliverable: Engagement Improvement Recommendations (Q3)

3. Fairness & Access Review

Objective: Ensure city services and programs are accessible and fair for all residents.

Tasks:

- Review access to city programs across neighborhoods and demographic groups.
- Identify any service gaps or participation disparities.
- Recommend policies that improve access.

Deliverable: Fairness & Access Report with Action Items (Q3)

4. Community Development & Quality of Life Initiatives

Objective: Advance enhancements to public spaces, neighborhoods, and local quality of life.

Tasks:

- Evaluate needs for facilities, parks, beautification, or community amenities.
- Review proposals for new community projects and provide advisory input.
- Identify opportunities for neighborhood revitalization or programming.
- Coordinate with Community Services, Public Works, and Planning.

Deliverable: Quality of Life Recommendations (Ongoing; Annual Summary Q4)

5. Economic & Workforce Advancement Support

Objective: Support initiatives that strengthen local economic opportunity.

Tasks:

- Assess barriers to workforce development and small business participation.
- Consult with Economic Development staff regarding upcoming projects and initiatives.
- Provide recommendations to strengthen local hiring, skills development, and community-focused economic growth.

Deliverable: Economic & Workforce Opportunities Memo (Q4)

6. Strategic Policy & Program Review

Objective: Provide advisory review of relevant city plans, policies, and programs.

Tasks:

Review and comment on:

- Department strategic plans
- Community Services programming
- Housing/community development programs
- Inclusive engagement policies
- Provide Council with quarterly advisory recommendations.

Deliverable: Quarterly Advisory Briefings to City Council

7. Annual Report & Recommendations

Objective: Summarize the Commission's findings, achievements, and recommendations.

Tasks:

- Prepare comprehensive annual report summarizing progress and data.
- Highlight proposed priorities for the next year.
- Present findings during a scheduled City Council meeting.

Deliverable: Annual Report (December)

5. How will the City Council assign new topics to the commission?

Monthly agendized topic on commission to ensure council accountability.

6. When, where, and how often will the commission meet?

1x per month or as needed. City council chambers or even meeting people where there are?! 5 or 6pm. Will iron out during discussion

7. Will the City Council hold joint meetings with the commission? When and how often? 1x annually.

8. How many members will serve on the commission? 5.

9. What is the selection and appointment process for new members?

Same as other commissions. (First round draft picks)

10. Is there other direction the City Council would like to provide for a new commission?

Will come up during discussion