PLANNING AND DEVELOPMENT DEPARTMENT

MEMORANDUM

TO: All Planning and Development Staff

FROM: John H. Crofts
Chief, Comprehensive Planning Division

SUBJECT: ***COMMUNITY AND NEIGHBORHOOD OUTREACH AND PARTICIPATION PROGRAM--STAFF ASSIGNMENT***

DATE: October 4, 1993

Today, the Mayor announced and signed an executive order initiating his Community and Neighborhood Outreach and Participation Program. This program is designed to develop a broad based community involvement program through the establishment of six citizens advisory committees. The six citizens advisory committees and the organization of work responsibilities will be based on the six planning districts established by the Planning and Development Department. The Planning and Development Department has been assigned the responsibility of providing professional and administrative support to the committees with appropriate assistance from other City departments and agencies.

In order to achieve our objectives for this important program, six individuals from the Comprehensive Planning Division staff comprised of two teams are assigned as lead professionals for the committees and their planning districts. They are as follows:

Planning District One, Urban Core . . . . . *Joel McEachin*

Planning District Two, Greater Arlington . . . . . *Dawn Montgomery*

Planning District Three, Southeast . . . . . *Ellen Gallishaw*

Planning District Four, Southwest . . . . . *Bob Riley*

Planning District Five, Northwest . . . . . *Raj Mehta*

Planning District Six, North . . . . . *Joan Jacobs*

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These assignments take effect immediately and if you have any questions concerning this program please do not hesitate to contact me at your convenience.

John H. Caffis