

From: [Ruano, Jose](#)
To: [Eidlin, Eric](#); [Tam, Wilson](#); [Breslin, Emily](#); [Mendez, Zacharias](#)
Cc: [Corinne Winter](#)
Subject: Virtual Office Hours
Date: Friday, July 10, 2020 11:27:25 AM

Hi all,

Please see the final virtual office hours schedule below. I had to move some dates around to accommodate Housings availability.

I will start setting up the Zoom meeting invites. I plan to enable the RSVP feature and manually approve attendees (to keep attendance below 25). I'll also ask if those registering are SAAG members (required question to register). This way we can limit SAAG members to avoid quorum. Are there any other questions and/or features you suggest adding?

Also, would you all please provide me with a few bullets/questions for each of the meetings you will be attending. These meetings will be advertised as listening sessions intended to collect ideas from the public (not a presentation from staff), however these prompts will add some structure to the meeting and will help the moderator get the conversation started among participants.

Thanks,

Jose

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1. Equity - Saturday, July 25, 10-11am

- Staff:
 - DOT - Eric Eidlin or Wilson Tim
 - PBCE - Jose Ruano
 - PRNS - Zak Mendez
 - Housing - Jacky Morales-Ferrand
 - D3 - David Tran or Bridget Brown
- Moderator: Corinne Winter

2. Streets/ways you get around downtown (will also include parking although not advertised as such) - Tuesday, July 28, 12-1pm

- Staff:
 - DOT - Eric Eidlin or Wilson Tim, Emily Breslin
 - D3 - David Tran or Bridget Brown
- Moderator: Corinne Winter

3. Priorities around housing - Wednesday, August 5, 5:30-6:30pm

- Staff:
 - Housing – Kristen Clements
 - D3 - David Tran or Bridget Brown
- Moderator: Jose Ruano

4. Building heights - Monday, August 10, 12-1pm

- Staff:
 - PBCE – Tim Rood
 - D3 - David Tran or Bridget Brown
- Moderator: Jose Ruano

5. Parks priorities, public space, community center - Tuesday, August 18, 5:30-6:30pm

- Staff:
 - PRNS: Zak Mendez
 - DOT: Eric Eidlin or Wilson Tran, Emily Breslin
 - D3 - David Tran or Bridget Brown
- Moderator: Jose Ruano



Jose Ruano, Planner II

Department of Planning, Building and Code Enforcement

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