



# City of Oregon City

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## Staff Report

File Number: PC 19-056

**Agenda Date:** 6/3/2019

**Status:** Agenda Ready

**To:** Citizen Involvement Committee

**Agenda #:** 5b.

**From:** Christina Robertson-Gardiner

**File Type:** Planning Item

### **SUBJECT:**

Work Plan Update

### **RECOMMENDED ACTION (Motion):**

Discuss pre-work that may be needed before work plan can continue.

### **BACKGROUND:**

*Before the CIC moves forward on the adopted work plan, Chair Wilhite wanted to check in with everybody to see if some pre-work needs to be completed the CIC continues with the work plan agenda.*

#### 1. Increase attendance:

\* We continue trying to think of new ways to get people to our meetings, maybe it's time we go to the people (booth at more community events and popular locations). Have we invited NA Leaders and Steering Committees to join us?

\* In addition to formal events we should be ambassadors as we are out and about town. We should have something to hand out to start conversations ("business" or pass along cards)

#### 2. Inactive NA's:

\* Is Tower Vista ready to meet on their own?

\* Can we as the CIC hold NA meetings for South End and Hazel-Grove/Westling Farms? If not, who is willing to invite South End to their meetings? Who is willing to invite Hazel-Grove/ Westling Farms to their meetings?

\* What is happening with Two Rivers?

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*Work Plan #1 Goal 3: Develop resources to help maintain active neighborhood associations and help reactivate inactive or underperforming neighborhood associations. Share resources*

*and tools that can help maintain active neighborhood associations.*

The following project ideas were identified at the October 2018 CIC Meeting.

These goals help to provide greater outreach to residents on the benefits of joining a neighborhood association and creating opportunities for cross promotion of events to strengthen neighborhood associations.

**Most importantly Roy Harris is looking for a co-lead with him on organizing summer**

**booths.** This person can be a CIC member or an OC neighborhood association member.

One-on-one interaction is one of the best ways to get people interested in participating in their Neighborhood Association and the CIC needs your help!

#### **Item #1**

Static Information display at the library or another city facility

1. Explains purpose Neighborhood Associations, provides map of Neighborhood Associations
2. Provides benefits of joining
3. Contact information- websites
4. Take home flyer
5. Confirm with the library if there is space, if not find another location.
6. Other?

**Working Group- Lead: Amy Willhite** Support: Dennis Anderson, Steve Vanhaverbeke, Karin Morey, John (Caufield- need email)

**Next Steps-** Group contacts the following OC staff to see if there is space available for a static display, can it be a PDF as well? and if so how big?

1. Library- Maureen Cole [mcole@orccity.org](mailto:mcole@orccity.org)
2. Pool- Rochelle Parish [rparrish@orccity.org](mailto:rparrish@orccity.org)
3. Public Works- (elevator- DOCA has contract is there another location?) Linda Gustorf Operations front desk [lgusdorf@orccity.org](mailto:lgusdorf@orccity.org) or John Lewis [jmlewis@orccity.org](mailto:jmlewis@orccity.org) to find right staff person
4. Contact DOCA- elevator? (may not have any room-), other downtown kiosks not being used
5. Once you find space and sizing- put together draft of what should be on it.
6. Christina Robertson-Gardiner to work with Kristin Brown to help with graphic design in February/March

#### **Item #2**

2. Joint Neighborhood meetings on special topics/speakers (a way to get a large crowd and support each other)

1. Do Neighborhood Associations want to partner with each other organically?
2. Is there a common speaker?
3. Brainstorm examples of speakers who would bring a crowd?
4. If funding is needed to pay a speaker-look for outside funding sources

**Working Group- Lead: Vern Johnson** Support: Dennis Anderson, Amy Willhite

**Next Steps-** Group comes up with list of speaker options, assign people to contact names to see if they would be available and if they have a fee/honorarium

**Item #3**

3. Attend Summer Farmers Markets, Neighborhood Night Out

1. Start early to create a subgroup to prep for 3-4 weekends next summer (Neighborhood Night Out Farmers Markets- First City?)
2. Assign dates
3. Put together outreach kit for easy assembly
4. Create talking points/ FAQs to share with volunteers to help inform conversation for recruitment

**Working Group- Lead: Roy Harris** Support: **Needs a co-lead!**

**Next Steps-** Recruit from Neighborhood Association members ,Create a list of 6-8 names to assign to summer events. Once group is assigned- work with Christina Robertson-Gardiner on putting together an outreach kit with talking points

**BUDGET IMPACT:**

Amount:

FY(s):

Funding Source: