

**CITY OF FOREST GROVE
COMMITTEE FOR CITIZEN INVOLVEMENT
COMMUNITY AUDITORIUM CONFERENCE ROOM, 1915 MAIN STREET
TUESDAY, JULY 20, 2010 - 5:30 P.M.**

Councilor Camille Miller

Michael Perrault (Chair)
Mo Nkiwane
Deborah Greenfield
Sebastian Bannister-Lawler

Dennis Stoddard
Josiah Bartlett
Jennifer Davis
Kristy Kottkey

All public meetings are open to the public and all persons are permitted to attend any meetings except as otherwise provided by ORS 192:

➔ Citizen Communications – Anyone wishing to speak on an issue not on the agenda should sign in for Citizen Communications prior to the meeting. The presiding officer will call the individual or group by the name given on the sign in form. Each person must state his or her name and give an address for the record.

All public meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder, at (503) 992-3235, at least 48 hours prior to the meeting.

Attendees:

Members: Deborah Greenfield, Josiah Bartlett, Sebastian Bannister-Lawler, Mo Nkiwane
(via Sykpe/conference call), Michael Perrault, Kristy Kottkey
Absent: Jennifer Davis, Dennis Stoddard
City Staff: Jon Holan, Community Development Director
City Council: Camille Miller

Call To Order: The meeting was called to order at 5:30 p.m. by Mike Perrault.

Minutes of Last Meeting:

Motion was made to approve minutes from the July 20, 2010 meeting, and Deborah Greenfield seconded the motion. Minutes were approved and correction noted of this meetings time and date that was previously incorrectly stated.

Communication Inbox: None.

Old Business:

1. National Night Out booth set-up will be from 2-4 pm, on August 3rd. The booth will be in the shade with two chairs provided. CCI members can drive cars up close to set up the booth, but will need to move the cars after set-up.
2. At “First Wednesday” it was decided that the theme for the CCI booth will be “Get to Know Your Neighbor”. Colored ribbons will be given out that coordinate with the Forest Grove map colored neighborhoods. Foils would find other people with matching colored ribbons, introduce themselves and chat. People who return to the CCI booth with their matching ribbons will be eligible for a prize. Prizes will be donated by Camille Miller (jelly and jam basket), Kristy Kottkey (Starbuck’s gifts), and Mo Nkiwane (Quizzno’s Coupons). Councilor Miller will man the popcorn stand, Josiah Bartlett, Sebastian Bannister-Lawler, Jennifer Davis, Mo Nkiwane, Debbie Greenfield and her husband (Larry) will be at the booth.

3. The CCI retreat is currently on hold until further notice. It was suggested that the retreat be held closer to the Annual Town Meeting, that it be put on the agenda, perhaps a few months prior to the ATM.

New Business

1. The City's booth at "First Wednesday" (July 7, 2010), was manned by Josiah Bartlett, Kristy Kottkey and Jennifer Davis. Approximately 30 surveys were received, with good feedback and great participation. Approximately 10-12 folks said they would like to be neighborhood liaisons for their neighborhoods.
2. The City's booth on "First Wednesday" on August 4th will be manned by the Community Development Department, with the topic being "Natural Systems" and Environmental Issues. Citizen involvement is expected. Any CCI members wanting to help out are welcome.
3. On August 18th the City's Farmer's Market booth will address Land Use.
4. On September 1st there will be a meeting in the Community Auditorium to discuss the topic "Community Prosperity. The meeting will be held from 5:30-7:00 p.m. An article addressing these issues and stating time and date will be in The News Times, and a flyer has already been sent out in the utility bills. The purpose of these meetings is to get people who are truly interested involved in what is going on in their neighborhoods, and to get more involved with their neighbors and communities.
5. It was discussed again to get people to spread the word by contacting five people in their neighborhoods, whether it be by email, word of mouth, or flyers. Mr. Holan would like improvement with City Hall and the neighborhoods as an "outreach program". Ms. Kottkey's outreach is sort of an adjunct to Neighborhood Watch. It was discussed whether neighborhood folks would want to come to our meeting to meet CCI members and to discuss their involvement, and what they want or expect from CCI. It was not decided whether this is something CCI will actually follow through with. It could get too chaotic. Meanwhile Ms. Nkiwane will email forty of her neighbors to inform them of National Night Out, and Ms. Kottkey will contact her neighbors as well.
6. Mr. Perrault suggested that we should have the color coded map at our CCI meetings. He also hopes that CCI will have even more representation at the ATM in January 2011 than this year 2010. Mr. Perrault wanted to go over CCI goals, roles, and his resignation as Chairperson.
 - a. Goals: Enhance the sense of community within Forest Grove by improving communication between CCI and city neighborhoods.
 1. Identify city neighborhoods/associations.
 2. Initiate electronic communication with citizens.
 3. Reach out to Neighborhood Watch Committees.
 4. Expand presence at the Farmer's Market.
 5. Support of the Forest Grove Police and the National Night Out event.
 6. Improve relations with other committees.
 - b. Ms. Nkiwane sent personal emails to each CCI member asking what each one thought the goals entailed. It seemed as though everyone was on the right page.
 - c. Roles: What is each member doing with their role? Mr. Bartlett, Mr. Bannister-Lawler, Ms. Davis and Mr. Perrault still need to send a description of their roles to the chairperson.

- d. Chairperson Resignation: On June 23rd, Mr. Perrault had sent all CCI members an email stating that, due to health problems, he will resign his position as chairperson, but will remain an active CCI member.
7. Nominations took place to elect a new chair. Ms. Kottkey nominated Josiah Bartlett, and Deborah Greenfield seconded. By a unanimous vote, Mr. Bartlett was elected chairperson. Mr. Bartlett will carry out the duties of chairperson until December 2010, when a new election will then take place.
8. Mr. Bannister-Lawler expressed a desire to be chair, but due to the fact that he is our student liaison, he is ineligible. Mr. Bannister-Lawler said he would like to step down as the student liaison, and apply for a position as a CCI member. Counselor Miller said that he would have to apply for the position through the City Council and get approval. Unfortunately, the City Council only meets once a month during the summer, and the next meeting is August 23rd. Also, CCI currently has no openings for a new member as all seven positions are filled. There is a possibility that Dennis Stoddard will be moving out of state, which will then open up a new position.
9. Mr. Bannister-Lawler wanted to know what we wanted to see from Pacific University. He said that he has been having difficulty establishing communication with the Pacific University president, so he wondered what role Pacific University should play.
10. Mr. Bannister-Lawler, Mr. Stoddard Mr. Bartlett and Ms. Nkiwane need to get together as a group (since their role is communication with CCI and other committees) and discuss what they need to say and do with the other 10-12 committees. Mr. Holan said that this needs to be handled with great tact.
11. Ms. Nkiwane wanted Mr. Bartlett to state what his vision is as chair of CCI. Mr. Bartlett said he joined CCI to learn more about what is going on in Forest Grove, and that he wanted to improve what was going on here. Mr. Bartlett stated that he had attended previous Town Meetings and learned how “choppy” Forest Grove was. His vision was to become part of a neighborhood. He also wants to explore the many methods of communication, be it verbal or non-verbal.

Next Meeting: Most members left before it was decided when the next meeting will be held. Our next meeting will be held on Tuesday, August 17th, at 5:30 pm. CCI will vote on a permanent time and day at that time.

Adjourn: The meeting was adjourned at 6:40 p.m. Mr. Perrault made the first motion to adjourn, and Ms. Kottkey seconded.

Respectfully Submitted
Marcia Phillips
City of Forest Grove Permit Coordinator