



COMMUNITY ENGAGEMENT COMMITTEE
WORK SESSION SUMMARY

January 25, 2020

1300 NE Village Street, Fairview, OR 97024

PRESENT:

Ginell Cooper
Chelsea Jones
Mary Wittkopf
Corinna McGuire
Kathy Kudrna
Gail Swanson
Robert Cantrell
Council Liaison Keith Kudrna

STAFF:

Devree Leymaster, City Recorder

GUEST:

Brian Cooper, Mayor
Two Audience Guests

1. CALL TO ORDER – 10:00 AM
ROLL CALL

2. WELCOME NEW MEMBER/INTRODUCTIONS

Welcomed new member Robert Cantrell and work session attendees introduced themselves.

3. DISCUSS/REVIEW MISSION STATEMENT

Committee reviewed the Mission Statement. Overall the Committee felt they grew and expanded this last year. Areas where they would like to improve is building business relationships/partnerships and diversity. The diversity aspect has been challenging. Member Jones offered to help build connections with the schools. Group suggested creating a letter to businesses outlining the annual events and providing examples of ways they could participate. The importance of building community trust was discussed and the Committee requested “Build Community Trust” be added to the committee pillar statements.

4. 2019 BUDGET

Reviewed status of budget. To date have come in under budget for executed events and believe future event expenses will be at or below budget. The exception was the Christmas Tree Lighting which came in slightly over budget due to the increase in costs associated with tree i.e. lift, boom truck, etc. The current budget ends June 30, 2020. Committee proposed increasing the Christmas Tree Lighting budget \$500 in the next fiscal year budget to offset increasing costs.

5. 2020 EVENTS

Summary of brainstorming and comments.

- Easter Egg Hunt: purchase same amount of pre-filled eggs as last year, events hours 9:45am to 12:00pm with hunts by age groups, ask property owner Marcus Fullard-Leo if his property could be used for the three and under age group, would like to hand out stickers, CR Leymaster will reach out to last year’s participants and volunteer groups (Anthem and Rise City Church), also include the pet stores. Draft posters and banners by March 15.

- City Birthday: put up street pole banners May 4 through third week in June. Coordinate Fairview passport with small prize for those who participate and enter to win large prize.
- Fourth of July: post patriotic street pole banners third week in June.
- Flicks in the Park: city event, CEC host a booth, give out popcorn, and promote Fairview on the Green. Give out a coupon for something at Fairview on the Green.
- National Night Out: MCSO event – CEC similar to Flicks in the Park. Host an obstacle course to promote CEC and Fairview on the Green.
- Fairview on the Green: music/food festival September 12. CR Leymaster to send donation/sponsor letters early February. Committee will review vendor applications, discount and information card to give to potential vendors at their February 26 meeting.
- Veterans Day Decorating: street pole banners, large “Thank You” banners at city entrances, and yellow ribbons. Connect with the Fairview VA Clinic.
- Halloween: decorate city hall (window projections) and invite/partner with Rise City Church to host activities in the park gazebo.
- Christmas Tree Lighting: reach out to volunteers mid-October.

6. ART FOCUS

The community mural has been tagged by graffiti. Committee discussed trying to clean and save it, painting the lower level a solid color and preserving the upper level – easier to manage graffiti, and installing cameras that upload to the cloud. Will review status of the mural at the February 26 meeting. Have an article in the March Fairview Point regarding the community mural.

Future art ideas include electrical art wraps and mobile murals.

7. ADJOURNMENT

Chair Kudrna adjourned the work session at 2:05 PM.

Summary prepared by:
Devree Leymaster, CMC
City Recorder

Mission

Grew & expanded

Baby Steps - Partnership & diversity

↑
difficulties creating

Talk to Jairo about how to

* ASK Him to come teach us

Bring people & more tips

* (Chelsea) help us connect w/ schools

* Pillars add build trust

* Partner w/ businesses: what do they want out of event?

Proof event get discount (Mary)

* Letter to business / how many showed up

* the point the 15th / how many eggs

* (Dee) discuss w/ Public Works reusable banners if then price

* Passport

Eggs 20,000 \$2,250 9:45-12:00
cleaning banner decorations 10:20-11:20 Hunts \$4,200

FOCUS: Kids

- Seperate area 3x under - talk to Marcus about area
sticker to hand out

March 15 - More detail (Point)

7 Booths Posters
Banners

2) Reach out to vendors -

26 Library Play east
Quads Gresham Modern Smith Memorial
Pets?

Volunteers CENSUS

Anthem & Rise 15-20

Monitors/Security outside fence & Exit

Bunny Pictures
Egg seeding
Crowd Control
Set up 8:00-9:45
Clean up 10:15-12:30

Thank you
for partnering

Flag/Banner @ 700 to do
NNO - coupon for something
at FOTG

FOTG CARD Food trucks

2/1 Donation (sponsor)

3/15 Vendor -

Vendor

discount 6 weeks
2 months

advertise times: 2/26

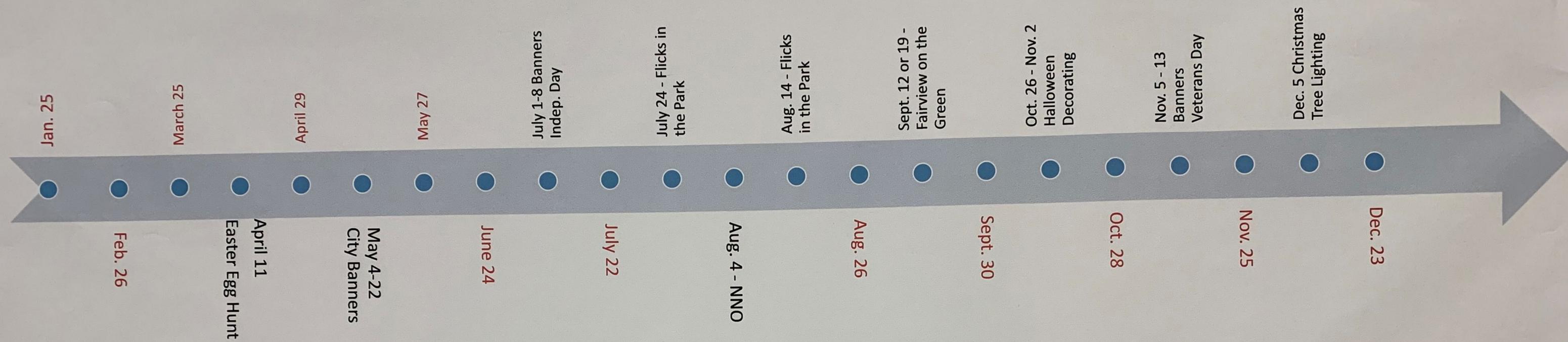
SEPT
12th

Christmas:

Reach out to volunteers

Mid-end Oct. e-mail Anthony/Rise

∴ e-mail Rise Contacts



Meeting Dates:	Events/Decorating	Tasks/Agenda Items/ Notes
Jan. 25		
Feb. 25		
March 25		
April 29	April 11 – Easter Egg Hunt	
May 27	May 4-22 Banners – City Founded May 11, 1908	3rd week June
June 24	July 1-8 Banners – Independence Day	Coupon July 5th
July 22	July 24 – Flicks in the Park	1st week Coupon FOTG
Aug. 26	Aug 4 – National Night Out	July rent inflatable
Sept. 30	Aug 14 – Flicks in the Park	Coupon FOTG
Oct. 28	Sept. 12 or 19 – Fairview on the Green	
Nov. 25?	Oct. 26 – Nov. 2 Halloween Decorating	
Dec. 23?	Nov. 5-13 Banners – Veterans Day	
	Dec. 5 – Christmas Tree Lighting	