



COMMUNITY ENGAGEMENT
COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
June 20, 2023

PRESENT:

Mary Wittkopf, Chair
Kelly Jones, Vice Chair
Corinna McGuire
Douglas Riddle
Greg Malby

ABSENT:

Bethany Montgomery
Steve Owen, Council Liaison

STAFF:

Devree Leymaster, City Recorder

GUEST:

Brian Cooper, Mayor

**1. CALL TO ORDER – 6:33 PM
ROLL CALL**

2. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

3. REVIEW AND ADOPT MINUTES: May 16, 2023

Chair Wittkopf moved to adopt the minutes and Member Riddle seconded. The minutes were adopted unanimously.

4. EVENTS/PROJECTS

a. Flicks in the Park: July 14

The movie is Top Gun Maverick; the group decided to do an airplane themed craft. Vice Chair Jones will research craft options. PlayEast will host an obstacle course and provide volunteers for popcorn. Members Wittkopf, Kelly, McGuire, and Malby will volunteer at the event; CR Leymaster will also be present.

b. Fairview Sunday Market: July 9

Members Wittkopf and Riddle will host a booth to promote upcoming events and recruit volunteers. Vice Chair Jones will pick up the supplies Friday afternoon and deliver them Saturday morning for set up.

c. Fairview on the Green: July 29

CR Leymaster shared the following planning updates.

- Kids' Zone activities are booked. Only need volunteer(s) to monitor the two games.
- Entertainment is confirmed. Still looking for one local demonstration i.e., dancers. Mayor Cooper suggested contacting Francis Doo – Hawaiian dancers.
- Arts/information vendors: approximately 30.

- Food: only two (hot dog/sausages and shaved ice). Members gave suggestions of vendors to reach out to including 808 Grind, Koi Fusion, and Tany's. Discussed maybe needing to host a booth to serve food.
- Beer/Wine Garden: in progress.
- Jester hats: group reviewed options and decided to go with the prefab design in all white. Have decorating options and stickers.
- Banners: group reviewed three design options and selected the version they wish to use with some color and text suggestions.
- Chalk the Walk prizes: discussed and agreed prizes would be art-based supplies appropriate for different age groups.
- After Party: band is confirmed, and drink tokens are ordered. Need to explore raffle options and other cross promotion options.
- PlayEast mobile mural: Recreation Manager coordinating to have at the event.

5. COMMITTEE DISCUSSION ITEMS/UPDATES

a. Utility Art Box Project

CR Leymaster shared the estimate to wrap the boxes and template provided by the vendor. Staff is researching the process and who to get approval from to wrap the boxes.

b. Fairview Sunday Market Debrief: June 11

Members McGuire and Jones shared their booth location was not optimal; didn't get a lot as much foot traffic. Swag and handouts were received well.

c. July Meeting Date

CR Leymaster reported being out of the office for the next regular scheduled meeting on July 18. The group discussed and agreed to meet July 11. May have an informal meeting on July 18 if needed for Fairview on the Green planning.

d. Fairview Sunday Market: July 23 (Tentative)

Vice Chair Jones and CR Leymaster are available. Will see if Member Montgomery is.

e. Flicks in the Park: August 11

Members Wittkopf and Malby are not available. Members McGuire and Jones and CR Leymaster are available. Will see if Member Montgomery is.


6. TENTATIVE AGENDA ITEMS: June 20, 2023

- Flicks in the Park, July 14 – Brief Check In
- Fairview on the Green, July 29

7. ADJOURNMENT

The meeting adjourned at 7:44 PM by consensus.


 Devree Leymaster
 City Recorder


 May Wittkopf, Chair
 7-11-23
 Date