



A place where families and businesses thrive.

**Committee for Community Involvement (CCI)
Meeting Minutes**

**December 6, 2022
Zoom Community Auditorium**

**Approved January 3, 2023
CCI approved the minutes as presented/amended.**

1. Called to Order

The meeting was called to order at 5:31PM.

Present: Lowell Greathouse, Hope Kramer, Joyce Phillips (staff), Heather Finnigan, Tom Cook, Councilor Malynda Wenzl, Paul Downey, Staff Liaison.

Absent: David Anderson/Jennifer Thomas, Evelyn Orr (Chair)

2. Public Comment: None

3. Consent Agenda: Hope asked to add to minutes that a specific description of what each person/speaker that would be presenting in future ATM/QTMs. Minutes from November 1, 2022 approved.

4. Additions/Deletions: None

5. Discussion Items

- a) **Evelyn Orr** is not renewing her position on CCI committee. Malynda reports two new members will be joining at the February CCI meeting and that a new chair will need to be selected. There was some discussion around the number of members on CCI. No action taken.
- b) **CCI Budget.** Paul reported on current “budget” of CCI. Funds already used go toward: Zoom license, ATM/QTMs. Current budget: \$600. City absorbs other costs: banner, copies, printed material.
- c) **Length of Meeting.** Discussion concerning the one-hour length of the CCI committee meeting. Possibly go to 1 ½ hours. Committee will revisit time/length of meeting in February when new members join. Consensus: keep at 1 hour then schedule longer meetings (1.5 hours) prior to ATM. Also schedule separate planning meetings.
- d) **ATM.** Discussion about setting the date for the next ATM. If the ATM is to follow through with a “Service Fair”.... Malynda mentioned a possible conflict in the spring as many departments are busy with budget planning, etc. Discussed possibly conducting the ATM at a different time of the year. Another option would be to change the topic to “Land Use.”

Discussion around what topic to choose. Lowell Gave an example that instead of a “City Service Fair”...the topic could be narrowed to a “Land Use Fair”....still using the “open house” concept: greeting, gathering, displays, questions one on one. Focal point would be on Comprehensive Plan. Recommended a 2-hour time length. The theme would be: “What would Forest Grove look like 10 years from now.”

- e) **CCI Master Plan.** Lowell shared the document he created. “Forest Grove 101” tools to use in how to participate in the community.
- f) **Staff Update.** Paul Downey introduced Joyce Phillips: Communications Chief and Program Manager Assistant. City hall construction should be completed on schedule in April 2023.

6. Council Update: Councilor Wenzl reported on developments in Parks and Recreation, Main Street Project, and Festival Street. Mayor Truax will be honored January 28. New councilors will be sworn in on December 12th.

6. Adjournment and Announcement of Next Meeting: The meeting adjourned at 6:47PM. The next CCI meeting will be held on Tuesday, January 3, 2023 at 5:30 PM.

Respectfully submitted,
Tom Cook, Secretary