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

**March 7, 2023
Zoom Community Auditorium**

***Approved by CCI.
CCI approved the minutes as presented/amended.***

1. Called to Order

The meeting was called to order at 5:31PM. Lowell Greathouse chaired the meeting due to Hope's absence.

Present: Lowell Greathouse,, Joyce Phillips (staff), Heather Finnigan, Tom Cook, Paul Downey, Staff Liaison, , Madigan Shepherd, Stephanie Fleischer

Absent: Jai Tiberius Hefflin, Hope Kramer, Councilor Donna Gustafson

2. Public Comment: None

3. Consent Agenda: Motion and passed to approve minutes of February 3, 2023 meeting.

4. Additions/Deletions: None.

5. Discussion Items

a) **Introductions:** Members introduced themselves to Stephanie.

b) **Election of officers:** The following officers were elected: Hope Kramer – Chair, Lowell Greathouse – Vice-Chair, Tom Cook Secretary.

c) **ATM.**

- Review of “guidelines” for presenters.
- Discussion as to who would represent each department. Paul will provide names at next meeting. Heather will provide name for FGSD.
- Survey: Each booth should provide ½ sheet of survey questions that attendees will fill out and collect at the door.
- David will provide small amount of refreshments from 0930-1000
- Tom will provide reflective vests for presenters to be identified.

d) **CCI Mater Plan.**

- Reviewed the result of the CCI “work session.”
- Discussion on how to balance transparency with cost effectiveness.
- Discussion concerning the need for a unified “community calendar.” Paul stated the City Club should be the focus for a comprehensive/consolidated calendar.
- City “newsletter and e-mail list is very successful.
- Discussion about the possibility of “micro surveys.”

e) **Material for newsletter:** Discussion about what subjects to focus on in future newsletter and social media. Topics mentioned: “where does my tax money go?” Budget. Interviews.

f) **Staff Update.** Paul Downey updated on current state of staffing and city’s webpage design. Process for police chief recruitment is moving forward. Stephanie will now be the staff liaison going forward. Paul gave out the dates for the budget committee meetings. A new “Charter Committee” is being created to review and update the city charter. The remodel and new construction should be completed by the end of April. “Open House” to be decided.

g) **Future Agenda Items:** Open House for new construction.

6. Council Update: None

6. Adjournment and Announcement of Next Meeting: The meeting adjourned at 6:46 PM. The next CCI meeting will be held on Tuesday, April 7, 2023 at 5:30 PM.

Respectfully submitted,
Tom Cook, Secretary