

**TUALATIN TOMORROW  
VIC STEERING COMMITTEE**

**MEETING #6**

June 11, 2008

6:30 P.M. – 7:30 P.M.

City Council Chambers

**MEMBERS PRESENT:** Monique Beikman, Frank Bubenik, June Bennett, Neta George, Candice Kelly, Connie Ledbetter, Larry McClure, Dave Volz, and Jay Wilcox

**MEMBER ABSENT:** Gary Rusynyk

**GUESTS:** Daniel Bachhuber; Ed and Joanne Casey; Marianne Germond; Beth Roach

**STAFF:** Carol Rutherford, Office Coordinator

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**INTRODUCTIONS/AGENDA**

Mr. Bubenik welcomed everyone, introductions were made, and the agenda was reviewed. He announced that Carla Thaler has left the Chamber, and he has emailed Cheryl Dorman, president of the Chamber, to inquire what the plan will be in regard to their involvement with Tualatin Tomorrow. Frank and Candice will meet with her later this month. Doug Rux is not participating in the meetings this evening, as he's attending his daughter's graduation from middle school.

**ACCEPTANCE OF MINUTES FROM MAY 14, 2008 VIC STEERING COMMITTEE**

MOTION by George, SECOND by Wilcox, to approve the minutes of the May 14, 2008, VIC Steering Committee meeting. MOTION PASSED unanimously.

**DISCUSSIONS**

**NEW BUSINESS:**

None

**OLD BUSINESS:**

**Annual Report to City Council on July 14, 2008:**

Steering Committee members briefly discussed the draft of the annual report. Suggested changes from Doug Rux have been incorporated. Feedback from Steering Committee members was extremely positive. Dave Volz will be taking pictures this evening to replace some that are currently included in the report. Linda Moholt sent an email to the Steering Committee at 6:01 p.m. this evening with information that we may want to include regarding

the Food Pantry. It was stressed that this report is a recap of activities that have been accomplished thus far and does not address future goals or actions.

Minor changes suggested by Steering Committee members include rewording the sentence on page 5 (second to last paragraph) to read “. . . the VIC would like to present a short update to the City Council . . . . “ A brief discussion was held regarding the color of the heading, but it was pointed out that it was due to the quality of Candice’s printer. The Council Packet will be in color. The only other recommended changes were to change the color of “The Vision Continues Event” from green to black (word “event” only) on page 2 and, further down on that page, to bold the word “Council” in the last bullet item.

MOTION BY Wilcox, SECOND by George, to accept this report and recommend approval of it by the VIC with changes noted above. MOTION CARRIED Unanimously.

### **Crawfish Festival Needs, etc.**

Ms. Kelly distributed a listing of the proposed meeting dates for both committees for FY 08/09. She circulated sign-up sheets for the Crawfish Festival booth, Crawfish parade, and for proposed City Council presentation updates. She suggested that after each Focus Area lead selects a month for their presentation that they then recruit a Partner to participate.

Ed Casey, a guest at tonight’s meeting and who is active in the Chamber and the Crawfish Festival, reconfirmed that, despite the changes at the Chamber, that the Tualatin Tomorrow program will have a booth at the event. Candice suggested coverage of the booth in two-hour increments between 11:00 a.m. and 6 p.m. on Saturday, August 9<sup>th</sup>. She also circulated sign-up sheets to ascertain if there is any interest in having a booth at the summer concert series or Art Splash.

Participants in the parade should arrive by 8-8:30 a.m. for staging purposes. The staging area is in the K-Mart parking lot, and all parade participants should be lined up by 9 a.m.

Ms. Kelly recapped purchasing that is being done prior to the end of the fiscal year. Items include business cards (\$126), plastic containers and tubes to store supplies and banners (\$72), tent (\$192.99), glow-in-the dark flying discs (\$250), and temporary tattoos (\$372). The latter two items will be used as give-a-ways and may also be tossed to viewers along the parade route. They will include the Tualatin Tomorrow logo and may also reference our website. Reference to the dates will be removed from the banners used to promote the Community Event so that they can also be used for the Crawfish Parade and festival. If there is any money left in the FY 07/08 budget, it will be used to purchase candy and office supplies. In response to an inquiry from Steering Committee members, Ms. Kelly assured them that she has been reimbursed for out-of-pocket expenses.

### **Float for Crawfish Festival:**

Diane Bonica has purchased all the supplies for the parade. More information will be forthcoming during the VIC Meeting. We need at least 20 volunteers (and preferably 30 including children) to participate in the parade. We will not be able to solicit volunteers from the Youth Advisory Council, as they are involved in the band event the previous evening. Ms.

Kelly stressed that the parade is a fun event, and Tualatin Tomorrow won second prize for their float two years ago.

## **ACTIONS**

### **Any Needed Actions – Annual Report to City Council on July 14th:**

This report is largely complete. Frank and Candice will do the presentation.

Connie Ledbetter will do a five-minute PRN Focus Area presentation at the August meeting with support from Partners Sheri Wantland and Diane Lynch. Jay Wilcox will have support from Linda Moholt for his HSS presentation in October. There should be no more than two Partners participating since it is a small table. If a Power Point presentation is made, it will need to be submitted to Sherilyn Lombos and the Mayor in advance.

### **Any Needed Actions on Crawfish Festival:**

As mentioned previously, volunteers are needed. Connie Ledbetter has offered to be the volunteer coordinator/outreach person at this function. This will be discussed more at the VIC meeting. It would be helpful to have handouts representing each focus area. Information can be solicited from the Partners. We still have a supply of plastic bags from Fred Meyer to hold the handouts. Ideally, we would like four people to sign up for each shift with a minimum of two in the booth at any given time. The booth will require 1-2 tables either from the City, or Connie can bring a six-foot one from home. We will also display some of the table banners on the sides of the tent. Concern was voiced about air circulation in the tent if it is a warm day. The poles used in the parade will also be placed around the perimeter of the booth. This may require some rebar to hold them securely in place.

## **PUBLIC COMMENTS**

None

## **ANNOUNCEMENT/OTHER ITEMS**

The proposed bond measure will be discussed at the June 23<sup>rd</sup> City Council meeting. It may be pared down due to concern over the economy. Ms. Ledbetter, who served as Tualatin Tomorrow's representative on the Ad Hoc Bond Committee, provided a brief overview of the meetings and requested direction from the Steering Committee regarding her participation if the City Council votes to pursue the bond measure this November. If this occurs, it will then turn into a political activity, and the City can't participate. \$10,000-15,000 is required to run the campaign. While Ms. Ledbetter does not feel that she is qualified to lead the group, she offered her participation as a citizen and not necessarily on behalf of Tualatin Tomorrow. There is a large binder with information on how to run a campaign.

Mr. Bubenik stated that he has discussed this with the Mayor and will talk to the City Attorney regarding a branding campaign and will obtain the required information and get back to Connie. Monique commented that there is a correlation between the components of the bond measure and goals in our Action Plan. After Council discussion at the June 23<sup>rd</sup> meeting, more information will be disseminated.

A brief discussion was held regarding participants of the Youth Advisory Council serving in each focus area. Mr. Bubenik emailed Ryan Dinneen regarding this, but she responded that it is difficult because of the flux in members of the YAC. It was suggested that someone attend a YAC meeting and present information and encourage them to sign up. Ms. Kelly offered and Connie Ledbetter said that she will follow up with Ryan (*in mid June, staff members were advised that Ryan is moving to San Diego, and her last day at the City is July 28<sup>th</sup>*). Other suggestions included focusing on the "Senior Seminar," the Honor Society, and talking to a high school counselor.

Larry McClure inquired about when we will begin to talk about substantive action items. This will begin at the July meeting at which time a strategy to accomplish this will be discussed. Steering Committee members will also develop and review the work plan for the upcoming fiscal year.

**Meeting Schedule for FY 08/09**

MOTION by Kelly, SECOND by George, to adjourn the meeting at 7:30 p.m. MOTION CARRIED unanimously.

Summary notes compiled by: Carol Rutherford, City of Tualatin