

## TUALATIN TOMORROW STEERING COMMITTEE

### MEETING #4

May 17, 2006

6:30 P.M. – 8:30 P.M.

Tualatin Heritage Center

**MEMBERS PRESENT:** Monique Beikman, Frank Bubenik, Neta George, Alaina Hahn, Bibiana McHugh, David Simmons, Dave Volz, Jay Wilcox, Scott Peterson, Skip Stanaway, and Jill Anderson

**MEMBERS ABSENT:** Councilor Chris Barhyte, Diane Bonica, Steve Chrisman, Andrea Kidder, Dennis Lively, Maria Olmedo and Charlie Sitton

**PUBLIC MEMBERS:** Hube Nukes

**STAFF:** Stacy Fonseca, Office Coordinator; Elizabeth Stepp, Senior Planner

**CONSULTANTS:** Doug Zenn, Zenn Associates

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Doug Zenn showed the Steering Committee Members a “Hillsboro 2020” video that gives an overview of that community’s Visioning efforts. The video shows the different roles and organizations that are involved in Hillsboro’s ongoing efforts. The video also showed the results achieved through the project and many different ways to get input, Mr. Zenn stated that Tualatin isn’t trying to mimic Hillsboro, but some lessons can be taken from this community and adapted to work Tualatin.

### **COMMUNITY FORUM – SUMMARY OF INPUT**

Mr. Zenn asked the members for suggestions and comments on Community Forum. Steering committee members who spoke with friends or neighbors about the event cited other commitments, a “too-general” topic, busy Saturday schedules and simply forgetting the date as reasons for the lower-than expected attendance. Jay Wilcox mentioned that he didn’t see any of his neighbors at the Forum but he did get them involved by taking pictures.

Mr. Zenn noted that about 30 people have taken the survey since the Community Forum. The survey will be up on the website for another month or two for people to take. Elizabeth Stepp provided hard copies to members to pass along to people who do not have computer or internet access. Mr. Zenn reassured the committee members that this is still the early phase of the project. Between the interviews, group discussions, the “Picture Tualatin” cameras, the feedback on the website and the Forum, there is a good base of information on issues affecting Tualatin.

Steering Committee members had a number of additional suggestions for future outreach including:

- consider smaller neighborhood meetings,

- create newspaper inserts,
- tap homeowner associations,
- insert information in water bill notices,
- provide a presence and information at concerts at the Commons,
- staff booths at events,
- provide speakers for school assemblies,
- attend parent-teacher nights, and
- offering door prizes at the next large event to entice participation.

Most of the ideas followed the concept of taking the project to community members instead of requiring them to come to the project to the project. Members also shared that the “Picture Tualatin” activity was fun and engaged others.

Mr. Zenn described the overall process of prioritizing the visioning issues. Mr. Zenn encouraged members to view the data as a snapshot of community interest rather than quantitative data. The results show extremes, but not subtle differentiation between issues.

## **OUTREACH**

### **Steering Committee Leadership Structure**

Mr. Zenn asked for nominations for committee Chair or Co-Chair. The Chair will assist staff and the consultant in planning meetings, preparing agendas and supporting the committee. Elizabeth Stepp suggested having either a Chair or two Co-Chairs. The committee also discussed nominations for Community Liaison positions. These volunteers will help communicate about the project to media and groups.

Frank Bubenik and Monique Beikman volunteered to be Co-Chairs. Monique also nominated Steve Chrisman as a Community Liaison. Dave Simmons, Nita George and Jay Wilcox also volunteered to serve as Community Liaisons. Alaina Hahn volunteered as a Youth Liaison.

Mr. Zenn will contact the rest of the committee to gauge additional interest in these positions since several members were absent.

### **Planning Integration Approach**

Mr. Zenn mentioned that a technical memorandum regarding the existing City plans would be available in the next 1-3 weeks. This memorandum provides a brief summary of how City plans integrate with the Visioning effort.

## **NEXT STEPS: VISION IDEAS WORKSHOP(S)**

The first community workshop, originally scheduled for Saturday, June 17, 2006, is designed to generate “Vision Ideas” for each focus area. Mr. Zenn suggested replacing the large workshop with six or seven smaller, more targeted mini-workshops. Each mini-workshop would address vision ideas for one focus area. The smaller workshops should help more firmly establish the VisionCorps throughout the summer. The schedule would include one in late June, three in July and the remainder in August. The steering committee was agreed that the mini-workshops are a good approach for everyone.

Members discussed mini-workshop locations. Suggestions included:

- hold workshops throughout the city to encourage participation from all geographic regions,
- hold the mini-workshops in schools or churches, such as Grace Community or the Methodist Church,
- check with local businesses (such as Haydens, Meridian Hospital, Police Station, Pixel Works, Century Hotel, or Umqua Bank) that might have meeting rooms, and
- explore using Brown's Ferry Park, the Country Club or the Jurgens Park picnic shelter.

## **SUMMER OUTREACH OPPORTUNITIES**

In addition to the mini-workshops, the committee discussed additional summer community outreach opportunities and which would be good to attend. Mr. Zenn distributed a sign-up sheet for summer community events and activities.

To enhance the list, committee members suggested

- contacting local clubs and neighborhood associations to gauge interest about receiving Tualatin Tomorrow presentations,
- exploring options to get into the community newsletters on a regular basis and making prominent use of the logo (in color if possible),
- adding Cinco de Mayo (2007) to the list,
- contacting local grocers about having a wall wallpapered or having the grocery bags printed with Tualatin Tomorrow ideas,
- providing incentives (a drawing perhaps) for completing the survey. (Gift certificates for Juan Colorado's, Outback Steakhouse, and Miller Insurance and Tualatin Timber Wolves apparel were mentioned as possibilities), and
- making button for committee members ("Ask me about Tualatin Tomorrow")

Mr. Zenn said the project team will assemble a presentation toolbox for events. It will include: project information (postcards and fact sheets) volunteer sign-up forms and materials for activities (issues survey).

The toolbox also will include scripts for presentations. The toolbox will be provided for all of the event. Mr. Zenn said he would send an updated sign-up list electronically for those who need to check their schedules. As these events get scheduled in the next three weeks, the calendar of events will be published on the website and will be available on a hand-out for members to give out to friends and neighbors.

Dave Simmons asked about the people who signed up to be on the steering committee and suggested exploring ways to get those people engaged. Mr. Zenn explained that these applicants are on the interested parties list and were invited to the initial discussions. They are also candidates for the mini-workshops.

Ms. Stepp distributed a form that is required by the City to record volunteer hours for liability insurance purposes. Ms. Stepp asked that Committee members note all hours spent volunteering for the project on this form each month, except for the Committee meetings, which she will keep track of. These forms can be mailed to her or submitted at each monthly meeting. Ms. Stepp will gather these forms for June at the July meeting.

Mr. Zenn reminded the steering committee that Community Profile and communications plan comments are due by June 1, 2006.

The next meeting is scheduled for June 21, 2006 at the Police Station. An update by email on the mini workshops schedule will be sent out. An email on the Chair and Co-Chair nominations will be sent out to each member.

Skip Stanaway mentioned that June 23, 2006 the Tualatin School Foundation is having a fund raising event called the Balloon Festival that he didn't see on the list that he would like to volunteer for.

### **PUBLIC COMMENTS**

None

The meeting adjourned at 8:25 p.m.

Summary meeting notes prepared by: Stacy Fonseca, City of Tualatin