Agenda

Public Participation Task Force Work Session

April 3, 2014
11AM - 1 PM
Madison Avenue Meeting Room
500 SW Madison Avenue (across from City Hall)

* Start Times are only estimates

*Start Time	Agenda Item	Lead	Est. Time	Action Needed
11:00	1. Check in, introductions, ground rules	Kent	2	Information
11:02	2. Review Today's agenda: changes or additions	All	2	Decisions?
11:04	3. Review/approve 3/20/2014 meeting draft minutes	All	2	Decision
11:06	4. Continue discussion: Plans for next public meeting	Brenda/ Emily/ Annette	15	Information/ discussion/ decisions
11:21	5. Continuing discussion: review of TTF recommendations and plans to reformat into a draft document for distribution prior to the next April public meeting	Kent/All	84	Information/ discussion/ feedback/ decisions
12:45	6. Timeline, responsibilities and roles for PPTF and others for critical path from may 5 to Dec 31, 2014	Kent/ Penny	10	Information/ discussion/ decisions
12:55	7. Checkout: Time used well? Everyone prepared? Everyone heard? Meeting process okay? What can be done better? Next meeting agenda items?	Kent/All	5	Dialog; decisions

CITY OF CORVALLIS
Public Participation Task Force Minute
March 20, 2014 - DRAFT

Members Present:	Kent Daniels, Chair; Richard Hervey; Lee Eckroth; Penny York; Rocio Munoz; Brenda VanDevelder; Emily Bowling; George Brown; Becki Goslow;
Members Absent:	Annette Mills, Vice Chair
Staff:	Mary Beth Altmann Hughes; Claire Pate, Scribe
Visitors:	Courtney Cloyd; Elizabeth French, Charlie Bruce; Stewart Wershow

Agenda Item	***Key Discussion Points***	***Action or Information Only***
1. Check in, introductions, ground rules (Chair)	• Pay attention to "the process is the decision."	
2. Review Agenda (Chair)	• Revised agenda submitted by Kent	
3. Revised Date for April Public Forum/meeting		• Tentative date is April 28 (Monday), set up at 5 at Library; start meeting at 6:30pm. • Need translation services (Mary Beth to look into this). Childcare would be nice to have, but not realistic for this meeting because of the need to do background checks, etc.
4. New meeting dates for PPTF	• Agendas should be narrowly focused so final work products can get done.	• Tentative upcoming meeting dates: March 27, April 3,10, 24; May 1, 8, 15, 22. April 3, May 1 & 15 will be work sessions. May meetings can be cancelled if not necessary.

Agenda Item	***Key Discussion Points***	***Action or Information Only***
		• April 17 might be added if Mary Beth can find space to have a meeting. • June 2, 2014, is new date for presenting document to City Council.
5. Results of meeting with Mayor & City Council	• Received good feedback from City Council. Suggestion that the PPTF final report also reflect all of the positive actions the City has already undertaken. Backup data for recommendations needs to be included.	•
6. Role of Chair & Task Force members in responding to questions/complaints or issues.	• Respond to your comfort level; refer to Kent if necessary or preferred.	
7. Eugene "Neighborhoods USA" conference on May 21, 2014	• Mary Beth will look into whether the budget would allow attending this. • Fee is $200-300 each.	
8. Review/Approve 3/6/14 Meeting Minutes (All)		• Motion by George /seconded by Richard to approve minutes as drafted; motion passed unanimously.
9. Status Review of TTF recommendations: Plan for reformatting into draft document for distribution prior to April 28 public meeting. (Kent, Penny)	• Advisory Boards & Commissions Ops & Structure TTF still has more work. Target April 3 for reviewing new draft. • Outreach & Engagement TTF has finished their initial work. Looking for feedback. To be reviewed March 27. • Neighborhood Connections TTF is mostly done. Looking for feedback. To be reviewed March 27.	• New draft documents: Outreach & Engagement TTF (3/20) (**Attachment A)** Neighborhood Connections TTF (3/19) **(Attachment B)** • Final draft document needs to be available by April 18 so it can be distributed prior to the April 28 public forum.

Agenda Item	***Key Discussion Points***	***Action or Information Only***
	• Noted that City Council wants inclusion of data backing up the recommendations. • Discussion about potential revisions to payment of fees for HRC permits; agreed this should first come from Planning Commission. • Looking for: 1) volunteer to help with editing the final report; 2) models for final report. • Noted the importance of ensuring that the PPTF is modeling public participation. "Process is the decision." • Important to have translator for the April 28 public forum meeting.	• The next TTF draft document for Advisory Boards & Commissions Ops & Structure should be sent out to all members of boards and commissions for their review. • Mary Beth will follow up on getting translator service for the April 28 meeting. Childcare would be nice to have, but not realistic for this meeting because of the need to do background checks, etc.
10. Visitor's comments, ideas, suggestions	• **Elizabeth French** (Chair, EDC): Expressed her anger over the draft recommendations for Boards and Commissions, as well as what she saw as lack of inclusion of board/commission members in those decisions. It served as a "disincentive" for volunteer board/commission members. Board/commission members needed to be involved in id'ing problems and solutions. She suggested that Airport Commission had more alignment with EDC than the	• Kent will attend next EDC meeting on March 31, 2014. • Penny noted that she had met with Elizabeth earlier to discuss her concerns. • Important for all draft documents to be clearly marked as **DRAFT,** or for discussion purposes only**.** • Visitor concerns and comments were noted and appreciated by the PPTF members. Discussion ensued about ensuring the process was collaborative and inclusive.

Agenda Item	***Key Discussion Points***	***Action or Information Only***
	Downtown Commission. She also does not like the meeting minute's format as it does not include enough discussion/background info. • **Courtney Cloyd (**President, Central Park NA): Cautioned against too much City control over NA's, but very much supports the provision of free meeting spaces for NA's and newsletter/email/website support. Also, training opportunities should be provided and be open to all NA members, not just leaders. • **Charlie Bruce** (Member, Watershed Management Advisory Commission): Suggested that at the public forum on April 28, there should be mention of how the recommendations will be financed and what those costs might be. This would be of interest to the various boards and commissions. He commended the PPTF for their work. • **Penny (on behalf of Councilor Brown):** Councilor Brown submitted a document (**Attachment C)** which outlined his goals and expectations for the PPTF recommendations. It provides a framework for evaluating proposals	

Agenda Item	***Key Discussion Points***	***Action or Information Only***
	in light of Council's goals.	
11. Check-out Was time used efficiently? Was everyone prepared? Everyone heard? Meeting process okay? Can we do better? Agenda for next meeting?	• Agenda for March 27: 2 TTF reports review; assigning the task of crafting "what the City does well already" commentary in the final report;	
12.Adjournment	• The meeting was adjourned at 1:06pm	

Respectfully submitted: Kent Daniels, Chair

Next Meeting: March 27, 2014

Public Participation Task Force – TTF 1
Guiding Principles & Outreach and Engagement
TTF Members: Rocio, Annette, Kent, Becki, Mary Beth
(DRAFT 3/20/2014)

1. **COLLABORATIVE DEMOCRACY: Enhance and support a community-driven democracy in city government. Ensure that there is a genuine intent and attitude by the City and community members to listen to all sides and to attempt to understand different viewpoints.**
    a. Create a community-friendly atmosphere at all public meetings (i.e. City Council, Boards & Commissions, Task Force, etc.)
        i. Ensure that those giving public testimony are being listened to.
            - Examples: make eye contact, ask a question, alert public that electronic devised may be used to capture testimony for future reference.
        ii. Task Force agrees with 3-minute testimony time. We recommend replacing the 3-minute clock with alternative alert signals.
            - Example: City of Pasadena has podium with three built in lights: green, yellow, and red. Observable by the council and the speaker in a discrete manner.
        iii. Establish protocol for multiple persons who are representing an organization to make a presentation longer than the allowed time. Group should make arrangements in advance.
            - Example: Time should not exceed 10 minutes or at Mayor's discretion.
        iv. Have agendas and other relevant documents available for the public at meetings.

2. **DIVERSITY: Seek input from all viewpoints, backgrounds, and philosophies. Treat each person with dignity, fairness, and respect.**
    a. Identify and reach out to diverse sectors of the community.
        i. Take steps to make meetings linguistically and culturally appropriate (e.g., have public meetings at schools).
        ii. Set up mechanisms within city government to connect to translation/interpretation services to provide this at public meetings when there is a topic of interest.
        iii. Set up a resource service for child care at major meetings (e.g., partner with a non-profit or social service agency that provides such services).

3. **OPENNESS and ACCESSIBILITY: Promote fair, open and respectful processes that allow all who are interested or affected to have an equal opportunity to participate.**

a. Increase access to elected officials.
    i. Create reasonable ways for community members to communicate with elected officials, board/commission chairs, and city staff. Provide phone numbers and email addresses that will ensure a response.
    ii. Consider real-time on-line access to city meetings.
        - Example: look at OSU's New Media Communications Department
    iii. Consider alternate locations for forums, special outreach meetings, and government corner

b. Increase access to city government information.
    i. Make the City website more user-friendly – more accessible and searchable by having links for the multiple modes of community member engagement more visible and easier to see/understand from the city homepage.
        - Research software with appropriate design
    ii. Post to available traditional and social media sources (newspaper, Facebook, Twitter, etc.).
    iii. Set standards for city government and boards/commissions to do outreach and market their events, meetings, BC openings to ensure that information is reaching the community.
        - Examples: Continue and expand Government Corner at library lobby every Saturday; send into the newspaper's F.Y.I.

4. <u>INCLUSIVENESS:</u> Create a variety of ways for community members to participate and influence decisions.

a. Involve community members in the decision-making process.
    i. Engage community members early in the planning and budgeting process [look at Lake Oswego requirements - pre-application conferences with neighbors; look at Pasadena - appoint special committees at beginning of process to help gather public opinion].
    ii. Develop and offer Public Participation 101 training/workshop/manual in multilingual languages. This should include:
        - The guiding principles referenced and a flow chart or organizational chart that allows community members to better understand the process of how city government works
        - Brief explanation of legal time requirements to audience for specific boards (i.e., Mayor, Planning Commission Chari, and HRC Chair) and give notice of this prior to testimony by staff, applicant, and public.
        - Explanation of the process where there are opportunities for community input/testimonies (i.e., boards and commissions, Council committees, etc.).
        - Tips on how to testify effectively.

5. **<u>ACCOUNTABILITY:</u> Use decision-making processes that are transparent and that create trackable decisions with clearly defined responsibilities.**
    a. Interfacing Boards and Commissions with City Council to assist in their decision-making process.
        i. Example: involve Boards and Commissions in any decision-making related to Comprehensive plan and Vision goals.

Additional thoughts:

- Reinstate Neighborhood Empowerment grants.
- Support NAs [see Bend - mailings, monthly meetings of NA chairs, City Councilors assigned to NAs, annual reports of NAs to Council; see Eugene Neighborhood Services Program; see Pasadena Office of Neighborhood Connections]
- Create NA Resource Guide [see Lake Oswego and Eugene model]
- Create email listserv for each NA [see West Linn model]
- Offer a list of acronyms used throughout online communication.

ATTACHMENT B

Neighborhood Connections Report and Recommendations

DRAFT: March 19, 2014

Introduction

Our observation is that community members, connected to each other and the City, contribute to the quality of life of residents, to the City and to the quality of community planning. Neighbors connected to neighbors solve problems without government involvement, direct neighbors to City government measures already in place to solve their problems, and empower neighbors to work with the City to establish improved measures.

Most cities in the Northwest that we spoke with fostered creation of formal Neighborhood Associations and Neighborhood Watch groups as a means to encourage continuity and effectiveness of community engagement with local government. In most cities, Neighborhood Associations are an outgrowth of Oregon's land use legislation, which has as its first goal, citizen engagement. The effectiveness of formal Neighborhood Associations varies from City to City, as does the budget dedicated to their support. In Corvallis, as in many Oregon cities, the level of community engagement via Neighborhood Associations rises and falls with land use applications.

We note that in addition to these City sponsored groups, that there are other groupings of neighbors that have interests in supporting and being supported by the City, such as Home Owner Associations and neighbors organizing through the county to respond to emergencies.

Our focus has been on what the City can do to support neighborhood connections that allow neighborhood groups to 1) <u>sustain themselves continuously</u>, 2) <u>connect neighbors to neighbors</u>, and 3) <u>partner with each other and the City in meeting the needs of their communities and those of the larger City community</u>.

Before elaborating on these goals and the recommendations which derive from them, we would like to introduce a new term and the rationale for its use, Registered Neighborhood Group. As noted above there exists a range of organizations of neighbors with different specific focus and a shared interest in enhancing the quality of life in their neighborhoods. For the City to expend greater resources to support those organizations, the City needs to know that those organizations have community support and have ongoing viability. We envision certain minimum requirements on membership, training and participation to qualify as Registered Neighborhood Groups (RNG) and receive certain of the benefits noted in the following recommendations.

These recommendations serve to address charge 8a of the PPTF:
Charge #8a: Neighborhood associations - Neighborhood associations provide opportunities to build community and address issues that affect residents of particular geographical areas of the city. Does the City's public participation system adequately encourage neighborhood engagement and neighborliness? If not, identify methods for improvement.

<<Earlier in the PPTF report, the outline of the Community Involvement & Diversity Advisory Board (CIDAB) will be discussed such that we do not have to establish what we mean when we note that the details of a particular item will be fleshed out by CIDAB.>>

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Sustaining Active Neighborhoods Recommendations

Our interviews of leaders of Corvallis Neighborhood Associations as well as city staff and community leaders in other cities emphasized the often cyclical nature of active participation in Neighborhood Associations. In most cases, involvement rises and falls is response to proposed development in the neighborhood. Only a small portion of the membership stays active in the absence of land use, traffic, or road infrastructure concerns.

In neighborhood organizations that stay active over time, we noted other attributes that provide value to the community and the City, such as:

- Broader and deeper connections between neighbors Contributions to the quality of life in the neighborhood beyond land use and traffic
- Engagement with the City on a wider range of topics
- A larger pool of potential community leaders
- Greater understanding of City processes

We recommend putting in place a set of policies and practices that support ongoing neighborhood connections and provide adequate incentives and resources for RNGs to be more effective and thrive. The goal and stipulation for these practices are that RNGs will engage in continuous service to their neighborhoods and continuous work to improve the quality of life in their neighborhoods.

Key practices are:

1) Neighborhood Empowerment Program
    a) Re-establish and fund the Neighborhood Empowerment Program ($20,000 to $45,000) for neighborhood improvement grants for RNGs to be administered by the new Community Involvement and Diversity Advisory Board (CIDAB). Neighborhood Empowerment grants are one way in which the City can empower RNGs to take on projects outside of land use and proactively increase the livability of their neighborhood. To be effective, the amount of an individual grant needs to be large enough to spur interest and the number of grants available need to make it plausible for an RNG to receive funding. We recommend five to eight $2,000 to $6,000 grants. Survey feedback from current Corvallis neighborhood leaders shows that there is strong interest in this type of program (Appendix II).
2) Annual trainings and orientations for RNG leaders
    a) Offer yearly interactive orientations and trainings for neighborhood leaders. We recommend that this occurs collaboratively between CDIAB and City staff. We have heard testimony and feedback which suggests that part of the frustration of advocating for neighborhood needs at the City level arises from community members not understanding the laws, policies, and practices within which the City operates. Many cities we investigated offer trainings for their neighborhood leaders (Bellingham, Eugene, West Linn, Lake Oswego, and others). We propose assigning the CIDAB the task of reviewing and customizing one of those to match Corvallis practices and conduct yearly trainings of RNG leaders. These training days could also include information on effective communication, facilitation, running a meeting, City resources, and other topics requested by RNG leaders to assist in the development of community leaders. This idea received very positive response from current NA leadership (Appendix II).
3) Free meeting space
    a) Provide RNGs with free meeting space at as many community locations as possible such as the Tunison Community Room, Osborn Aquatic Center, Chintimini Senior Center, Monroe Avenue Meeting Room, and Corvallis-Benton County Library. We have heard continuously that lack of

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adequate meeting space is a barrier for neighborhood groups. There are currently several neighborhood groups that have no access to free meeting space. Free meeting space was the most popularly requested resource in our survey of current neighborhood leaders (Appendix II).

4) "Benefits of being an RNG" resource document
    a) Create a resource or statement that lists the benefits of being a city recognized RNG. In all the Cities we contacted, there is recognition that to sustain an active RNG takes time and energy from the RNG leaders. Having a document that points to and reminds RNG members of the value in participating will help them sustain their interest and help them entice new leaders. This resource will need to be updated annually to reflect the current resources available to RNGs. We see this as another CIDAB function. See Appendix III for an example from Lake Oswego.
5) Small RNG budget
    a) Create a small budget for or a reimbursement process to cover incidental costs the active RNGs will incur such as providing dumpsters for neighborhood clean-ups and printing meeting flyers ($6,000-$8,000). We recommend a modest budget be provided for all RNGs and be based on the size or number of households within the RNGs boundaries.

<u>Associated Recommendations:</u>

6) Neighborhood Watch and neighborhood engagement pathways
    a) Work with Police department and Neighborhood Watch program to have willing Neighborhood Watch leaders convey their contact information to their RNGs. Neighborhood Watch can be one way to be involved in a RNG.
    b) Not surprisingly, the neighborhood leader survey revealed that different neighborhoods and different community members have diverse interests and needs (neighborhoods closer to OSU shared different concerns and interests than those farther away from OSU). We recommend that RNGs provide multiple avenues of engagement for their members such as social event planning, Neighborhood Watch/safety, emergency/disaster response, land use, neighbor exchanges, and others in order to attract diverse membership and have more robust activity.
7) Resource library
    a) Start building an online library of relevant support information or resources for the functioning and improvement of RNG sand public or community Involvement and participation. This will be updated regularly based on suggestions from RNGs and CIDAB
8) RNG manual
    a) Develop and encourage RNGs to actively use an RNG policy manual and resource guide such as the one that exists in Lake Oswego and Eugene (list the sections and chapters needed). CIDAB can lead in the creation of this resource.
9) Planning for City wide RNGs
    a) Encourage the development of a draft City Council goal to develop and implement a robust city-wide (include Urban Growth Boundary) RNG program, using those existing in other NW communities as examples (Bellingham, Bend, Eugene), to create an RNG program that works collaboratively and proactively to enhance quality of life in City neighborhoods.

Connecting Neighbors to Neighbors Recommendations

Many of the practices suggested to sustain active neighborhoods also contribute to relationships between neighbors. In our research, we also heard from neighborhoods in which residents contribute to each other's lives on a weekly basis. In these neighborhoods, the key element appears to be easy communication links

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between neighbors along with a neighborhood history of helpfulness and community building. Neighbors connected to neighbors solve problems without government involvement, direct neighbors to City government measures already in place to solve their problems, and empower neighbors to work with the City to establish improved measures.

In smaller neighborhoods, the link can be as simple as physical proximity. In larger ones, use of electronic connections may be required. In Corvallis, one neighborhood has a long a successful use of a moderated Google group to communicate; others use email distributions. The Tunison neighborhood is piloting use of NextDoor.com, software to promote neighborhood participation and communication. We believe the key to success is to have a tool that is easy to support, a means of sustainable support, and ease of use (both ongoing and in the initial discovery and sign up).

We recommend that the City immediately make available information about a range of possible options, so that existing neighborhoods can experiment with the available options. Longer term we recommend that CIDAB look at the a variety of software options to identify an option that best meets the needs of the Corvallis RNGs and make a recommendation that provides for RNG private use and provides for frequent, ongoing communications between neighbors and their city councilors. Options for based on our initial research include:

- I Neighbors: https://www.i-neighbors.org/howitworks.php
    - http://web.mit.edu/newsoffice/2004/ineighbors.html
- Next Door: https://nextdoor.com/
- Granicus: http://www.granicus.com/solutions/citizen-participation/

Partner With Each Other And The City Recommendations

Communication among RNGs and with City

Successful and effective RNGs that contribute to enhanced neighborhood livability and community satisfaction are dependent upon positive, mutually beneficial relationships among the RNGs and between RNGs and the city. Our survey responses and interviews provide ample feedback from current community members that they would like additional support and communication from the City but want to ensure that RNGs are led by community leaders and function autonomously.

1) RNG leadership meetings
    a) Hold public, quarterly (or biannually) RNG leader roundtable meetings. These meetings will serve as a forum for neighborhood leaders to share ideas, best practices, and collaborate on projects or initiatives. City staff and elected officials will attend as requested. 58% of our survey respondents are interested in these meetings (Appendix II).
2) City staff support
    a) Budget for city staff to be available to answer questions of and provide timely support to RNGs and for city staff and city councilors to attend RNG meetings as requested. There will need to be additional staff FTE considerations in implementing many of the recommendations included here.
3) City Councilor liaisons
    a) Assign a city councilor liaison to each RNG for contact and communication. We recommend that this be the City Council for the Ward in which the RNG resides. Ideally each councilor would join the communications network for the RNGs in their ward, so as to convey City information pertinent to the neighborhood to it and to monitor topics that the City may

want to become proactive about.

4) RNG updates to City Council
    a) Start inviting individual RNGs to provide annual updates on activity at City Council meetings. This will ideally include an overview of RNG activity and photographs demonstrating activity and/or areas of concern in the community that RNG leaders want to make City Council aware of.
5) Annual RNG recognition process
    a) We recommend that City staff run an annual RNG recognition process to determine which neighborhood groups qualify to be Registered Neighborhood Groups and are thus qualified to receive the associated benefits. Neighborhood groups will be contacted by City staff and required to submit a short annual report and updated contact information. Information about the recognition process should be available on the City website. Newly formed RNGs would have one year to meet the qualifications and have a one year grace period during start up. We also recommend that RNGs experiencing leadership transition be given more leeway and outreach support from City in training new leadership.
    b) City staff will provide support in defining boundaries of RNG and in creation of bylaws for new RNGs.
    c) City will use this annual recognition process to create an annually updated map of RNGs and contact information (name, phone number, email address).
    d) Suggested qualifications for RNG status are below. We recommend that they be refined by CIDAB.
        i) General recognition – to be eligible for general City benefits:
            1) Size: Establish a minimum and maximum number of households that could be incorporated into a single RNG. We heard reports from other Cities that the ideal maximum size for an RNG was an area which could be contacted by hand delivered flyer. Given the council and staff time that we are recommending the City provide, we believe that a lower limit on population is also appropriate.
            2) Activity: Host a minimum number of meetings, social events, and community improvement projects annually attended by a set minimum percentage of membership or number of residents. Similarly, if the City is to devote City resources to support RNGs, the City will want assurances that the RNGs are active and representative of their neighborhood.
            3) Communication Plan: Have a system in place that allows members to communicate with each other, with RNG leadership, and with potential members.
            4) Bylaws & Elections: Hold elections at least every 2 years to give the opportunity for new leadership. Update or reapprove bylaws annually.
            5) Annual Report: Submit a short 1-2 page annual report of activity.
        ii) Land use recognition - to be eligible to participate in the enhanced Land Use processes:
            1) Two people who have completed the City's land use training
            2) Leadership who have completed the City's Civics 101 class
6) Position vacancy circulation
    a) Circulate all board and commission vacancies or other volunteer possibilities to RNGs. RNGs comprise membership that may be ideal for various leadership positions.
7) RNG online presence and website platforms
    a) Provide website platforms for RNGs to build a simple website or web presence to communicate with membership about meeting times and locations, past meeting agendas and minutes, board membership and contact information, and other general information

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about the neighborhood.

b) We're not sure that the City should provide listserv capabilities, when there are free resources that can do the same thing. Rather, information about how to create online groups and email distribution lists should be provided to RNGs.

8) City website resources for RNGs
   a) City website should feature RNG information more prominently to connect community members to RNGs and provide links to RNG website, contact information, listserv sign-up information, etc. should be provided via the City website.
   b) Develop a web page on the City Web site that provides the following:
      i) An interactive map to connect individuals to their RNG
      ii) A brochure on how to, with the City's assistance, make their neighborhoods more beautiful (In English and Spanish – examples are available)
      iii) A two page safety brochure, with phone numbers (in English and Spanish)
      iv) A flyer on 75 ways to a better neighborhood (In English and Spanish – examples are available)
      v) A who do you call list
      vi) A guide to City departments and services
      vii) A link to the City's Land Use education guide
      viii) Templates for meeting agendas and minutes, bylaws, etc.

Examples of the content portion for many of these items are available. We expect that much of the work of pulling these together would be done by CIDBA.

<u>Land Development Code and Land Use Recommendations</u>

Historically, Corvallis neighborhood associations are most active in response to proposed development in their neighborhoods. Often their involvement comes late in the process, after the staff recommendation goes to the Planning Commission. We recommend changes that will educate neighborhood leaders on land use law and provide for their earlier entrance into the process, with the expected benefits of:

- More relaxed communications between developer and neighborhood
- Fewer requests that are outside what is possible without Comprehensive Plan or Land Development Code changes.
- Design accommodations by the developer, where possible, occurring early so as to minimize cost impacts
- Adequate time for the neighborhood to become knowledgeable about the proposed plan.

<u>Toward this end we recommend</u>**:**

1) Land use process amendments
   a) Offer annual trainings for RNG leaders in Land Use process, with focus on qualifying for participating in pre-application process.
   b) Change the land-use development process to require developers to hold pre-development, pre-application meeting with RNGs prior to any applications for minor or major development proposals occurring within a RNG and have meetings facilitated by city staff (done in Lake Oswego, Eugene, Bend, and other cities). This will only be effective in a framework in which involved RNG members have been trained in land use and land development code as required to maintain land use RNG recognition.

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Appendix I: Overview of Neighborhood Connections Process

This appendix will detail the process we engaged in including the websites we reviewed and the cities we called.

Eugene site visit
Phone calls with Eugene, Bellingham, West Linn, Salem, Bend…
Website review of….

Appendix II: Neighborhood Groups Survey Results

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Appendix III: Lake Oswego Document - Benefits of becoming a city-recognized Neighborhood Association

What are the benefits of becoming a City-recognized neighborhood association?

Neighborhood associations are one of the officially recognized channels for citizen participation in Lake Oswego. These volunteer organizations bring neighbors together to improve the livability of Lake Oswego's neighborhoods. Neighborhood members elect boards to represent their views before the Planning Commission, City Council and other public bodies and to maintain ongoing communications with City government.

Why organize a Neighborhood Association?

City-recognized Neighborhood Associations receive these support services and benefits from the City:

- Receives information from the City on all issues (transportation, development, etc.) that may occur in the neighborhood.
- Land use appeal fees may be waived upon request to the City Manager.
- Can be selected to develop a neighborhood plan with assistance from the City Planning Department.
- Eligible to apply for Neighborhood Enhancement Grants, to accomplish activities or projects not funded under other City programs.
- Neighborhood becomes part of the City network of 22 recognized neighborhood associations that work together to create the type of community it wants.
- Recognized associations may testify at public hearings with additional time limits not given to individuals.
- The City can help with mailings to inform your members about upcoming meetings. The City will provide printing and mailing services for two mailings (postcards or newsletters) each year for recognized associations.
- Up to two members of neighborhood association boards are invited to attend pre-application conferences to review potential development projects in your neighborhood (a brief training session is required in order to attend).
- Eligible to have meetings and events covered under the Neighborhood Coalition of Oswego, Inc. liability insurance at no cost to the association. A simple application must be completed and approved for meetings and events to be covered by the insurance policy.
- Neighborhood associations can receive a free drop box for neighborhood cleanup efforts, through the City's franchise agreement with Allied Waste.
- Opportunity to participate in monthly meetings at City Hall with all neighborhood association chairs (held on Saturday mornings; the City manager leads the meetings and the Mayor attends every other month).

My Report

Last Modified: 03/16/2014

1. What Neighborhood Association are you a part of?

Text Response
Garfield Park Neighborhood Association
Chintimini
Chinitimini
Brooklane
Avery Homestead
College Hill NA
Brooklane Neighborhood Association
We have not formalized as a Neighborhood Association yet?
Brooklane
Central Park Neighborhood Association
Whithem Hill but I was part of Harding until 2 months ago
Brooklane NA
Central Park
central park n.a.
Central Park
cpna
Avery Addition
None
Central Park
CPNA
Central Park Neighborhood Association
JANA
JANA
JANA
JANA
Rebuild the boardwalk off of Brooklane
Jobs Addition Neighborhood Association (JANA)
JANA
JANA
JANA
JANA
JANA
JANA (Jobs Addition Neighborhood Association)
Tunison Neighborhood Association
JANA
Brooklane
CHNA
College Hill
College Hill Neighborhood Association
College Hill
College Hill
College Hill
JANA
College Hill
College Hill
JANA
College Hill Neighborhood Association
College Hill Neighborhood Association

College Hill
College Hill Neighborhood Association
Friends of Witham Oaks, if it counts
College Hill Neighborhood Association
JANA
College Hill
Harding
Harding
Harding NA
Harding Neighborhood
Harding
Harding Neighborhood
college hill
Harding
College Hill
Harding neighborhood
College Hill
Harding
Harding
Willamette Landing
none
None
JANA
Harding
Harding
We don't have one.
Cedarhurst
None, yet. I'm working with others to form one.
Harding
Cedarhurst
Central Park Neighborhood Association
Avery Addition
Central Park Neighborhood Association
Central Park
central Park NA
Avery Homestead
Central park
Central Park
College Hill
CACOT
Skyline west
Pleasant Street Neighborhood Association
Job's Addition (JANA)
College Hill NA
Central Park Neighborhood Association
South Corvallis
Tunison park
South Corvallis
South Corvallis
Tunison Neighborhood Association
South Corvallis
S. Corvallis

This table has more than 100 rows. Click here to view all responses

Statistic	Value

Total Responses	121

2. How long have you been a part of your Neighborhood Association?

Text Response
Since 2009 at its inception
years
4 years
forever
13 - 14 years
5-7 years
3 years? 4?
N/A
Informally for 10 years; more formally for 2 years.
More than two years.
I was part of the Harding neighborhood for two years.
Over a year
Since it started
about 2 years
3 years
2 yr
over 10 years
N/A
since it was reactivated
1 year
15 years
5 YEARS
almost 8 years
??? lived here 37 years
Several years
Since the boardwalk got removed
Sinceit's inception in 2003: 11 years
6 years
10+ years
One month
been receiving emails for at least 10 years, but lived in the neighborhood for 23 years
18 years
10 years or so, I think
3 years
14 years
?? A year of two??
2 years
2 years
14 years
23 years
1 year
5 years
several years
Since its inception
3 yeara
6 years
10 years
11 yrs
10 yrs
5 years
Since inception
Many years

12 years
Two years
since the beginning
Since it's inception
2 years
2years
2 years
2 years
since it was created
2 years
10 yrs.
I've lived in Corvallis for 33 years
Two years, since inception
6 years
not applicable
N/A
Six yers
since inception - 2 years
since it started
Associated with for roughly 20+ years
no time
1 year
2000
Less than two years.
12 years
3 years
Since it began
8 yrs.
Since it's inception around 1996
6 mo.
6 months
as long as we have lived here and it has been available. 20 years
6 months
20+ years with our most recent activities being about emergency preparedness.
Have lived in this neighborhood for 30 years although we are not very active.
about 10 years
13 years
2-3 years
About eleven and three quarter years plus or minus 1000 hours
2 months?
5 years
3-4 years
Less than 1 year
1 year
last summer
20 years
3 years
~3 years

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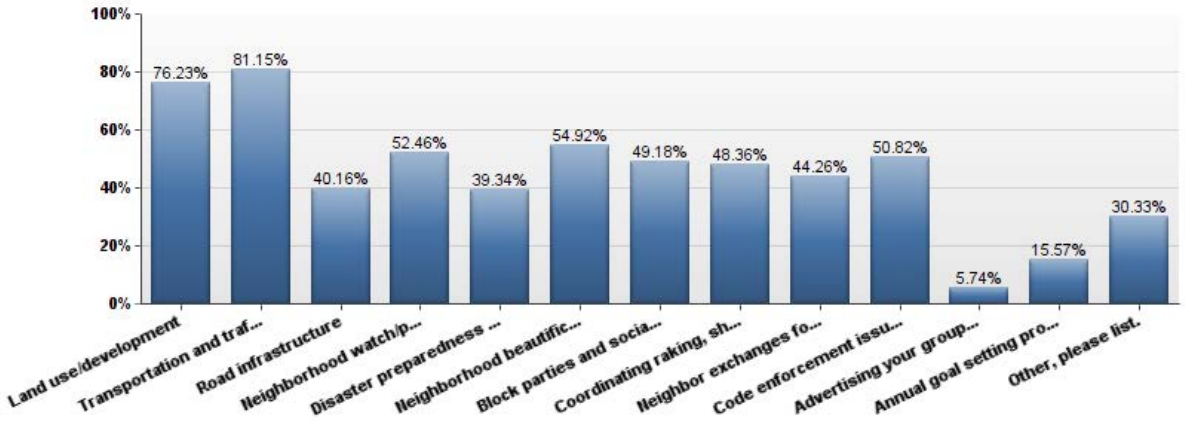
Statistic	Value
Total Responses	117

3. What activities and issue areas are you interested in having you Neighborhood Association work on? Check all that apply.



#	Answer	Bar	Response	%
1	Land use/development		93	76%
2	Transportation and traffic issues		99	81%
3	Road infrastructure		49	40%
4	Neighborhood watch/public safety/crime prevention		64	52%
5	Disaster preparedness and response		48	39%
6	Neighborhood beautification (landscaping, clean ups, tree plantings, etc.)		67	55%
7	Block parties and social gatherings		60	49%
8	Coordinating raking, shoveling, and other assistance to elderly or otherwise vulnerable neighbors		59	48%
9	Neighbor exchanges for neighbors to borrow items like ladders, canopies, tools, etc.		54	44%
10	Code enforcement issues		62	51%
11	Advertising your group at a Farmers' Market or other community event		7	6%
12	Annual goal setting process		19	16%
13	Other, please list.		37	30%

Other, please list.
impact of 509J facilities on neighborhood livability
City assistance without influence. Also, all the above are good ideas but require different amounts of formality.
Wild animimal control. I think that a lot of people in the neighborhood have concerns about the number of deer in the neighborhood.
Boardwalk at Mary's River Park…replacement
deep concern over commercialization of our neighborhood--tearing down perfectly good homes to build massive structures for students.--which decreases quality of life and simply destroys existing neighborhoods. OSU should supply much more housing for its students, as do the Big Ten universities, for example.
Strong neighborhood leadership to facilitate the above
To stop the rampant growth the City of Corvallis and the City Counselors are promoting and supporting
Protect Corvallis historic legacy including historic houses and other neighborhood features. Protect neighborhood integrity and stability and encourage owner occupied residences. Power is in numbers so have neighborhood associations collaborate on common issues and take a larger policy role.
figuring out a way to allow/grandfarther older multiple use homes (duplexes, etc) retian their use even if city paperwork does not reflect htis, as long as houses are safe etc. otehrwise, they get torn down and more student cookie cutter condos go up.
Rebuild the boardwalk off of Brooklane
Projects like hanging bat boxes, bluebird boxes, owl boxes in appropriate location s in the neighborhood; training on the civic process, how to testify effectively at Council meetings, etc.; inter-association events (communal picnic?); coordinating communications with the City, Greek community, and the property management group spearheaded by Jerry Duerksen (were you even aware of that one?).
Currently parking, kids driving too fast, and theft
Removing fees for residents to park in their district.
Cigarette butts from OSU students, litter also.
Keeping the Harding distrinct livable for everyone especially those living in a more permanent way.
residential parking
Public Art & Placemaking Knowledge sharing/Friendly atmosphere
Loose dogs are a safety barrier for disabled people (me) and frail elderly citizens. The Harding school grounds are posted with 10 signs that read, "No Dogs Allowed On School Grounds." How is the leash law enforced? Who is required to comply? Where can disabled or elderly people go in Corvallis to be away from loose dogs?
Address this: student housing (rentals and apartment houses) should not look like a third world trash heap at any time.

please note: I am old and in poor health, and, hence can't participate in some of the activities listed above
Dogs: noise, waste, leashes, owner responsibilities. Also any other noise issues.
challenge of parking due to proximity to OSU Campus
parking
Preserving historic structures both within and without the Avery-Helm Historic District; participating in the Master Steward Program
A limited access emergency exit that could be via the yet to be developed Fair Oaks extension to the Firehouse #5.
There are only nine house on our street and we all know each other and do much of what is listed above.
Controlling increases in property taxes
working with the City to get a free or affordable rate for use of the Tunison Community Center
Adding an alternate method to town - perhaps a bridge from Wake Robin to Brooklane?
Safe paths to downtown, economice development including health affordable foods for S. Corvallis residents. Street art
Facilitate communication among neighbors
Street Murals, Improving the health of those in the neighborhood, Encouraging Bike Riding, Safe Paths to Southtown, Covered bus stop for middle and high schoolers
Noise issues - church and after school activities that take place off of school grounds where there is not a buffer between the residents and the noise
The Tunison area bike path along the railroad to Allen Street (Avenue?) and general area improvement.
Language classes. I don't know as much Spanish as I need.
Making NA's less bureaucratic to establish. We are simply neighbors, afterall. / Knowing we have real weight on decisions.
Encouraging volunteerism in WIll. Park and encouraging Parks Dept to do things in Will. Pk that benefit SE Corvallis.

Statistic	Value
Min Value	1
Max Value	13
Total Responses	122

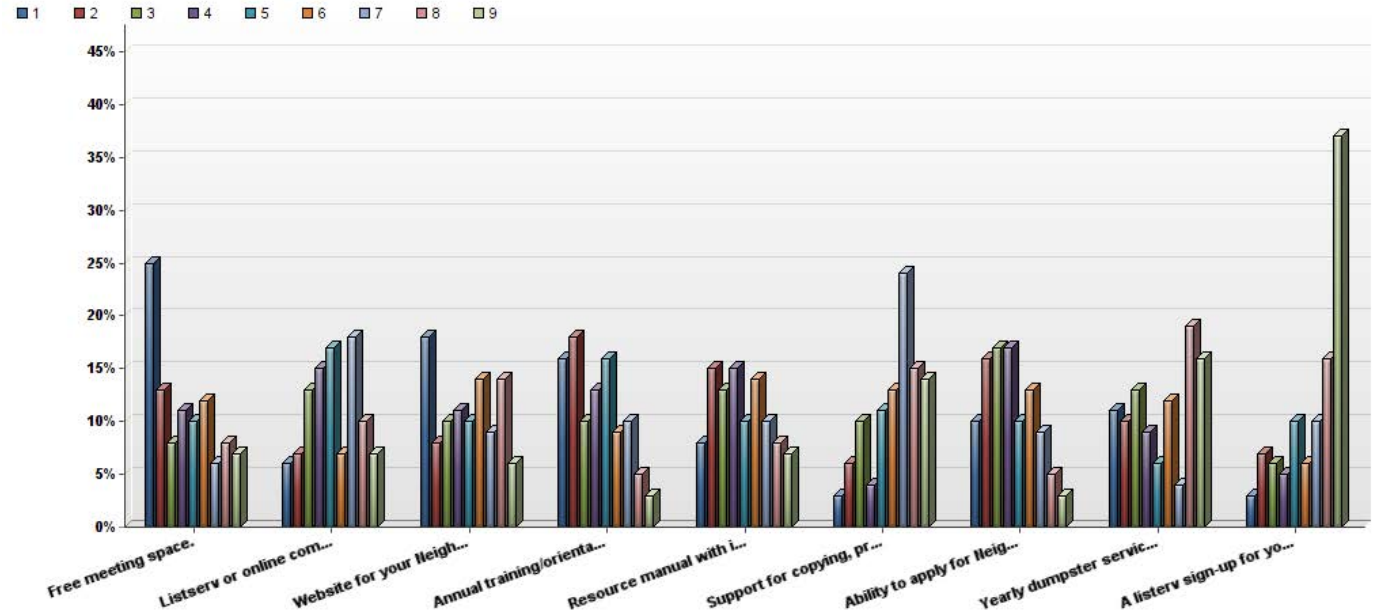
4. Please provide additional feedback about the activity and issue areas your Neighborhood Association has worked on or would like to work on. Please include the top few activities and issue areas your Neighborhood Association is interested in.

Text Response
Elimination of traffic circle; traffic issues; more activities to bring neighbors together;
Traffic/parking(OSU imposition and poor LDC and planning), Noise(parties,pedestrians) and trash(broken glass and furniture)
On going maintenance of Little Fields Park, participated in the land use process concerning so called "7th St. Station"
Our neighborhood has become most active around the active increase in OSUs population and the sudden changes in our city as a result. It feels like everything is happening that we don't like to a place that is very special to us. We would like things to slow down or stop until our city is able to adquately assess the situation and not be jumping around having to put fires out and getting run over by developer
Our tradtional boundaries cover a huge area. There has been so much infill in recent decades that it might be best to split into smaller NAs. We have helped disseminate information about City Council meetings and development projects that affect our neighborhood.
Bringing back Neighborhood Improvement Grants
Our NA is focused on the land use/development and code issues. Individual neighborhoods within the larger NA focus on the block parties, helping out neighbors, and borrowing items.
Current design standards are allow incompatible infill. Residential parking is increasingly difficult due to OSU growth. Livability issues: noise, trash, furniture in streets.
parking districts with two-hour free visitor parking. and see above comment.
Land use, beautification, code enforcement, traffic
Difficult to answer as we haven't had a neighborhood assoc. meeting or gathering for 4 years
"This is what a house looks like" We need neighborhoods that look like neighborhoods and have a mix of buildings, not neighborhoods dominated by large corporate developers who displace OSU's cancerously rampant growth onto each neighborhood
maintain quality and scale of Historic district and surrounding community development 11
Previous Activities: Assumed the lead in rezoning neighborhood during Comp Plan Update, partnered with adjacent neighborhood to establish Corvallis's first historic neighborhood. Members participated on OSU/Corvallis Working Committees. Current Priorities: First and foremost need to rezone to lesser density and establish parking district. Create incentives to keep homeowners in their homes. Protect historic values.
DENSITY - removing single family dwellings and replacing with large apartments and the associated parking issues
Our association would benefit from doing positive outreach to college students in addition to the noise code notifications. I'd like to see more beautification efforts, too, like clean-up days, etc. Housing and parking issues always need work, and it's good we have a voice in the evolution of our neighborhood.
to aovid parking districts.....does not solve problem, jsut creates new problems
JANA helped with the Photo Survey of Neighborhoods and would like to pursue a HIstoric District (at least, I would!), even if Historic District Lite. Everybody's uptight about parking (me, not so much because we bike almost everywhere, all the time), but that's a big issue. Scrape-offs of our little old houses--exaclty the OPPOSITE of what this town acknowldeges it needs, more small, affordable, single-family housing.
Parking, traffic control, idiots in bikes with no safety equipment
I think most neighbors are interested in preserving the "historical" character of the JANA neighborhood. They are also extremely concerned about the issues that arise because of large increases in the student population in this area and the resulting traffic and party problems.
Getting more support from the City and County so that we can use the under utilized facilities (Tunison Community Center) for meetings and community service.
Franklin Park Upkeep, OSU caused parking challenges
Marys River Boardwalk and "rightsizing" the developments going in along Brooklane
Oregon State using our neighborhood as a parking lot - We need to eliminate free 2 hour parking. My property taxes are way to high, not to be able to provide parking for my friends, etc.
See above, but there is support for one free parking pass for each house. Additional passes would cost. Also, better road maintenance such as snow removal and paving/sealing and sewers.
parking and traffic, OSU-neighborhood relationships, rental property upkeep
Not really clear on what our association does. Have only heard about parking. About time to find out.
I am most interested in livability issues as OSU expands. (parking, tearing down historic homes to build townhomes, etc) I feel the city needs more regulation to prevent a "student ghetto" around OSU.
mostly parking
parking
student housing, land use and parking/traffic issues
Reducing traffic/parking woes, beautification, social
OSU students/staff street parking; traffic on Harrison Blvd (especially with Campus Crest approval); bike traffic on the stretch of Harrison Blvd. from 36th to 29th light...very dangerous.
Our neighborhood is involved with many of the activities listed above, but largely just within our neighborhood itself and not requring the official Neighborhood Association structure. The Neighborhood Association is needed for larger issues such as the ones I checked off above. We can clean up our yards, lend tools to each other and plan parties on our own!
Code enforcement and path clean-up
Parking has been a big area. I think we were the first to have 2 hour parking and permits for home owners.
town and gown issues are the biggest concern
It boils down to the volunteer levels and interest of people in each neighborhood.
Pocket park at 30th and Lincoln
Parking and safety. With the highly congested parking, the city needs to considered "no parking" on one side of many streets as a fire engine or ambulance might be

delayed with cars parked on both sides of the street. Also, speed in neighborhoods need to be clarified and cameras that monitor and is due speeding tickets are sorely needed.
I'm concerned about the growth in population, housing developments, and traffic in Corvallis and how it is affecting/changing the quality of life on a daily basis. I would like to know how the city is planning to protect the community from overdevelopment and sprawl.
student housing/noiseissues, , parking issues, traffic issues
How the City disaster preparedness updates and bulletins can be automatically forwarded to our association web site for subsequent delivery to neighbors.
N/A we crrently don't have an association
Public safety, historic preservation, student rentals
Having a meaningful response from the city to Neighborhood groups
Cedarhurst hasn't held a meeting for quite a while - but I'd say two issues are student parking and problems w/ accessing 35th street due high vehicle speeds on 35th in a 25mph zone w/ limited site distance due to on street parking.
The biggest issue for me at least is parking and the possibility of establishing a parking district for residents.
The neighborhood is threatened by out of date code and zoning. Poorly designed student housing is a problem not appreciated by city staff or the city council.
Parking
zoning; parking; rental prop. maintenance; traffic; neighborliness
Creating a historic district, creating a small park, downzoning
Parking and development
Land use/ development (zoning and new construction) Parking (none available during days OSU is in session)
Our neighborhood is concerned about maintaining its existence as a family-oriented place to live.
We aare just formally reorganizing our neighborhood association with new members taking the lead. Roads are a big issue for us.
The ever increasing traffic on Highland is probably our top, and possibly only, primary concern. The traffic keeps getting worse with no particular solution in sight.
The primary issues that CHNA has been involved in and continues to be involved are related to cut-through traffic due to insufficient routing around OSU; maintaining the cohesion between the historical neighborhoods north and south of Harrison Blvd-- keeping the arterial street from becoming an arterial highway; dealing with increased commuter parking and parking search in the neighborhood; dealing with OSU's growth and the increased nearby high-density student housing; livability issues related to impact of increased traffic, parking, and single-family home conversions to rentals; and keeping the very fragile traditional neighborhood feel and lifestyle intact.;
Encouraging continuation of Parking District "C" which has greatly helped our community
South Corvallis Neighbors has worked on a large myriad of issues and activities. We have promoted feeding families with food insecurity. We have encouraged community building. We keep each other up to date on issues. We share resources. It's actually kind of nice even if it is less organized than some others.
We have worked on beautification and plan to continue working on them. We would like more support from the City. Last year we had to supply all the tools and rent and dumpster. We didn't have enough tools to get all the work done.
Ecomic Development, slowing down 3rd street (s.Corvallis) Neighborhood art including street mural, healthy affordable food
we would like safe bike route into downtown, redefine the plan for Crystal Lk Dr to a public walkway and not a major feeder street, like to create low income housing and a shopping center for a cafe and small specialty food shops at the old auction yard.
Maintaining Willamette Park & Crystal Lake Sports Cmoplex for trail users. Getting potable water to all areas of the park/sports fields. Concerns regarding bus service & speeds in various areas of Route 6.
Our neighborhood is pretty decentralized and there appears to be little desire or need for an Association to "represent" us. So communication is key, with people doing st
We worked to have a bike path from Avery Park to the Tunison Neighborhood added to the CIP list, try to promote neighborliness by having monthly gatherings, helped start a monthly free family meal program called Corvallis Family Table, Starting to have Neighborhood Beautification Days a few times each year, About to start the process to create a City sanctioned street mural in our neighborhood, Working with other Southtowners to improve S 3rd St. for bicyclists and pedestrians.
Bike/Pedestrian trail from Tunison Park to Avery Park--because biking to town on busy Hwy 99 is risky. We need City to support, materially, a grocery store in Southtown
The extent of our organization is a small email list that has moved onto Nextdoor.com and has consisted of contractor recommendations and discussions of a couple car breakins
sidewalk infill, parking issues
The Tunison group seems to have a busy agenda working on the immediate area as well as helping low income people.
kWe do a summer garden food exchange and give away
S.H.A.R.E. has met for produce sharing and swapping. We've cooperatively raised potatoes and beans together and combined for a bulk purchase of grains and beans as well. The listserv has advertised for housing and odd used goods, done some community organizing as well.
We already have a free meeting space and you are using the website so I put these at bottom of list. I don't have enough knowledge to rand the itmes below. Do not use
Bike path, neighborhood clean-up of common spaces, park improvements, community involvement
Neighborhood annual picnic have happened due to a few who eagerly invited others to their place. Good turn out.
Park stuff that Benifits Southtown, better paths for biking walking in and out of the bottlenect at Avery/CLD (ODOT interface)

Statistic	Value
Total Responses	76

5. Please rank the resources you would find most useful. Please drag and drop these items to represent your rank order.



#	Answer	1	2	3	4	5	6	7	8	9	Total Responses
1	Free meeting space.	25	13	8	11	10	12	6	8	7	100
2	Listserv or online community system sanctioned by the city.	6	7	13	15	17	7	18	10	7	100
3	Website for your Neighborhood Association.	18	8	10	11	10	14	9	14	6	100
4	Annual training/orientation for neighborhood leaders on how to engage in city government, participate in land development issues, utilize city website, facilitate meetings, and establish goals and vision.	16	18	10	13	16	9	10	5	3	100
5	Resource manual with information about land development code, meeting agenda templates, meeting minutes templates, goal setting, outreach and marketing strategies, facilitation techniques, etc.	8	15	13	15	10	14	10	8	7	100
6	Support for copying, printing, or mailings for meetings or events.	3	6	10	4	11	13	24	15	14	100
7	Ability to apply for Neighborhood Empowerment grants for neighborhood improvement projects.	10	16	17	17	10	13	9	5	3	100
8	Yearly dumpster service available for neighborhood clean-ups.	11	10	13	9	6	12	4	19	16	100
9	A listerv sign-up for your Neighborhood Association on the city website.	3	7	6	5	10	6	10	16	37	100
	Total	100	100	100	100	100	100	100	100	100	-

Statistic	Free meeting space.	Listserv or online community system sanctioned by the city.	Website for your Neighborhood Association.	Annual training/orientation for neighborhood leaders on how to engage in city government, participate in land development issues, utilize city website, facilitate meetings, and establish goals and vision.	Resource manual with information about land development code, meeting agenda templates, meeting minutes templates, goal setting, outreach and marketing strategies, facilitation techniques, etc.	Support for copying, printing, or mailings for meetings or events.	Ability to apply for Neighborhood Empowerment grants for neighborhood improvement projects.	Yearly dumpster service available for neighborhood clean-ups.	A listerv sign-up for your Neighborhood Association on the city website.
Min Value	1	1	1	1	1	1	1	1	1
Max Value	9	9	9	9	9	9	9	9	9
Mean	4.10	5.15	4.71	4.05	4.68	6.08	4.19	5.32	6.72
Variance	7.06	5.10	6.81	5.28	5.63	5.02	4.70	7.80	6.32
Standard Deviation	2.66	2.26	2.61	2.30	2.37	2.24	2.17	2.79	2.51
Total Responses	100	100	100	100	100	100	100	100	100

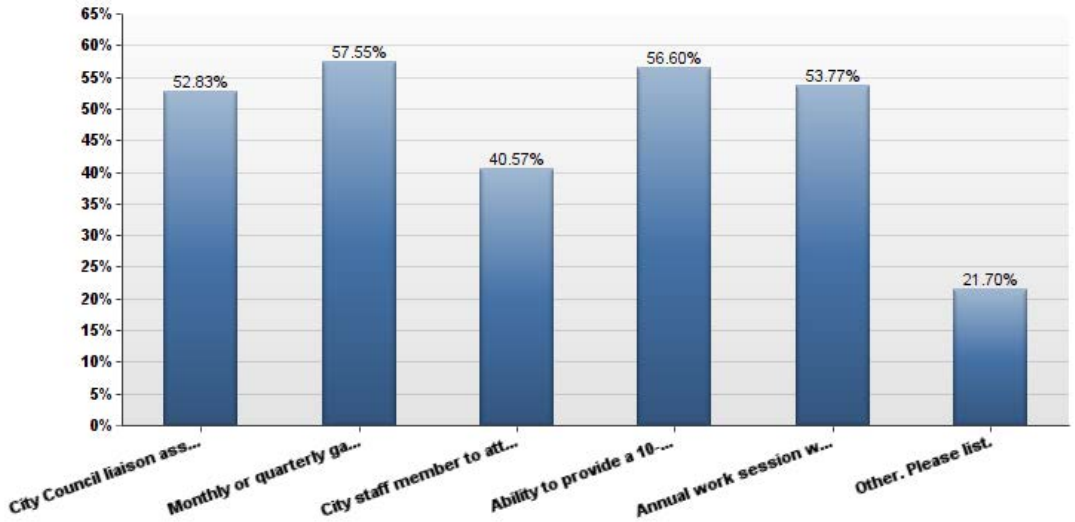
6. Please provide additional feedback about resources that would allow your Neighborhood Association to be more effective and successful. Would any resources be helpful that are not included above?

Text Response
hae dity councilor attend our meetings; maps of neighborhood showing addresses, names of property owners, phone numbers and email addresses of owners and residents, whether house is rented or owner occupied;
I can't figure out how to rank, so. Free meeting space. 10-12 dumpsters in June, 3-4 in December. Enpowerment grants are nice.
no way to rank the above, but the last one is first on my list
Teach us how to access the names and addresses of all the owners of homes in our NA boundary so that we can email/mail them info about our Association.
Notices in city publications about how to sign up for listservs or whom to contact to join a NA. These should be listed in every mailing from the city, or at least several times/year.
City staff assistance in organizing a Neighborhood Association.
The listserv sign-up would be great but only if it was linked to from the city website, not on the city website itself, not requiring the city's sanction, and if the names and emails that people submit are available only to the NA, not the city.
City assistance with communication: free meeting space; dedicated website for each NA; NA Leaders website and quarterly meetings; Dedicated City staff (0.5 FTE) to support NA actions, answer questions.
Since we don't have a grid system, it is harder to get to know the neighbors so ways we can communicat better are needed.
I think the city should help foster NAs, but should not be involved with them. They should not be or seem to be part of the official city structure.
Would like easy access to the city's historical neighborhood/home surveys that used to be online.
Can't think of any other than finding a strong leader
How to fund a full time staff position to counteract the deleterious affects of the 2 new positions for 'Economic Development' (I.e. the rape of our community)
Work sessions and training on development code, historic districts, how to engage in effective policy advocacy
have a city council person take more involvment in neighborhood concerns, answer emails.....
It seems like fund raising to match federal funds is the big need. If that falls through, maybe a volunteer work force with a better design than let time may be needed.
The web site might do it, but a way for NAs to hear about shut-ins or elderly or others who might need help with yard work, or a lift to the grocery store, or...
I couldn't drag and drop, my ranking is as follows 1, 7, 8, all others ranked the same
NListening to and caring about our neighborhood parking challenges. Holding OSU accountable for the increase in student cars and decreasing on campus parking availability.
Address the parking issue in college Hill, more and more "nice" homes are becoming dumpy rentals, as home owners do not like the vroom-vroom that goes on all day long with people circling the blocjk,trying to get parking and almost hurting pedestrians in the process.
Free wifi in neighborhood for universal conectivity
city staff to support neighborhood associations, the city's assoc contact list is years old and no support is offered,
No
I think it would help most if the City Council and City staff would actually take action on issues brought up by the Associations instead of just seeming to listen, then ignoring the concerns brought up. That is what they do now. The list of resources above will not really help with the problem. Our Associations are effective at collecting and presenting our concerns, but the Council and City staff (not to mention OSU) are NOT effective at taking action to solve the probelms.
If someone opther than me would step up to lead the Witham Hill Neighborhood Association
The ability for all members to vote on goals and objectives, not just those who go to meetings. A web site would work for this.
Direct, accurate and timely information about topics relevant to our neighborhood and adjacent neighborhoods so that we can be well informed!
Facebook is huge and the primary tool used by our association even though it is a private individual volunteering their time. The city weblinks are too static and limit enthusiasm and participation.
Volunteers to monitor and report addresses that need to prune scrubs and trees. Wet leaves on sidewalks can make walking hazardous. Apparently those currently responsible for overseeing these things do not have ample helpers to review our neighborhood and enforce city policy.
Risk management assistance for sidewalk safety, arbor care.
Ward meetings
No
A paid community advocate (similar to economic development office) that would act as a community resource in time &/or expertise intensive matters (LDC, land use in general, etc.).
A neighborhood advocate trained in law and land development code. Developers and city staff simply run over neighborhoods lacking resources.
direct access to applications for advisory boards, task forces, etc. City Council and staff take our concerns seriously
for the representative(s) on City Council to remember they are REPRESENTING, not just voting their own opinions!
Per the previous response we have a small, fairly tight, neighborhood and after Item 3 not sure there is much need/interest.
Meeting space is less important, because we have a good free space already.
We already do some things on that list, so they aren't needed. Clean up day sounds neat, as does free space for the community members to use.
In my ranking, 1-4 are equally extremely important. 5-9 are equally stupid and unnecessary.
Wasn't able to drag and drop: 1, 7, 8, 2, 6, 4, 9, 3, 5
need help with organization, keeping records, setting up meetings
Agree with the ones listed above.
We already have a listserv; we don't need one sanctioned by the city, but having info about it on a city website would be great; the G-T has refused to mention it (seeing it as

competition?)
Using Firefox and couldn't rank the resources, they would be 1, 7, 8, 4, 3, 2, 6, 5, 9
Nextdoor website works fine; no need for City website or listserv
Nextdoor is a great resource that eliminates the need for listserv or website - the city should work with them and encourage everyone to join (no, I'm not affiliated with them ;-))
The meeting space needs to be in the neighborhood. Otherwise, we'll just use a restaurant table that is handy to us.
Opportunities to speak with City officials and employees as guests at meetings.
Richard Hervey is tremendously informative to neighbors, and Torsten Pihl does our listserv, so we don't CURRENTLY need those.

Statistic	Value
Total Responses	50

7. What type of communication would you like to have with other neighborhood groups and the city? Check all that apply.



#	Answer	Bar	Response	%
1	City Council liaison assigned to each Neighborhood Association.		56	53%
2	Monthly or quarterly gathering of Neighborhood Association leaders.		61	58%
3	City staff member to attend a meeting of your Neighborhood Association.		43	41%
4	Ability to provide a 10-15 minute annual update to City Council.		60	57%
5	Annual work session with City Council, Mayor, and Neighborhood Associations leadership.		57	54%
6	Other. Please list.		23	22%

Other. Please list.
Ability to take items off of council packet and email it to association members; list of who to contact to get particular tasks done such as repair of potholes, sidewalks, trimming street trees,
All are good ideas, but control of NA's needs to stay in the hands of the NA's and their members
A functional city web-site would be very useful. It is very hard to navigate and find things. An updated list of NA contacts would be helpful.
welcoming attitude by city to concerns of NA's over all issues.
A real effort to use Vision 20/20 to create our vision BEFORE allowing other people's visions to be put in place first.
Please note our City Counselor does not respond to emails or telephone calls regarding setting up a meeting with the neighborhood.
Dedicated City Staff (0.5 FTE) to answer questions; assist with data-gathering; arrange annual training in City planning and decision-making processes.
Have our City Councilperson show up
Meetings with building development staff
Website for all neighborhoods to share information
As I mentioned earlier, it would be helpful to have City staff actually do something about the concerns we raise
Quarterly gathering of NA's, NOT monthly
All of these!!
Annual neighborhood mtg. and reps to serve on city committess and communicate with city on issues as needed
A city council/neighborhood association leaders meeting held separate from other city council agenda. i.e. Focused and concise.
We would like to continually reinforce the traffic issue on Highland.
Quarterly NA Leader gatherings would be sufficient; our City Councilor has been and should continue to be available as liaison to our NA.
It would be really nice if the City Council actually listened to the concerns of the community. A recent annexation has created some considerable distrust of council. The citizens were subject to a confididence game, and it feels ikky.
We have a city councilor who sends and receives emails on our listserv about stuff we care about. We don't need another layer of bureaucracy.
I'm so new to this(and only peripherally involved) that all the above sound beneficial.
Our council person is very involved iin what's going on in the 'hood' (Richard Hervey)
The meetings that I've been to with our councilor and city department heads were excellent! Do you still do those?
I'd like to spank them for being outrageous NIMBYs and spank them again for the way they continue to perpetuate stigmas of Southtown. That anti-Campus Crest campaign entitled, elitist nimbyism was atrocious. I commend the city on not capitulating to their provincial, self-serving demands. And I'm disappointed in the bordering councilors who forsook their city-wide responsibilities in order to look good to thier constituents.

Statistic	Value

Min Value	1
Max Value	6
Total Responses	106

8. Please provide additional feedback about communication between Neighborhood Associations and to/from City staff and City Council. Please include the top 1-2 formats of communication you're interested in.

Text Response
email. I am unclear as to what is being requested.
Individual testimony at meetings seems not listened to, and formalizing the roles of the NA's and their officers may reduce individual testimony by recognizing NA reps and not the individuals
better and more accessible city website on all issues, especially land use. Now the city's website is harder to use than before. No removal of massive e-files from city website when city voting in progress.
I would like to form a committee that looks at the 'big' picture for land development and begins implementing plans for preserving buildings or spaces that we value and maintains the charm that we have had for a very long time and is now threatened.
person-to-person meetings. email.
Email
Our NAs already have a City Council liaison - our ward representative on the Council. Our current Council representative has been very responsive to us and any issues that have come up, and communication with her is excellent. This is a marked improvement over the recent past, so perhaps Council members are the ones who need some training on listening to the concerns of the people they are elected to represent. Top communication format: face to face occasional meetings, with email for items that need a quick response. Quarterly NA leader meetings would be useful.
Quarterly NA meetings with City Councilor(s). Improve City website navigation tools: it's hard to find information in current system.
Would like city councilors to take group field trips to each other's wards. Each councilor could point out their concerns/issues. Would like to try a true council forum whereby everyone sits in a circle and gets a chance to speak from their heart about a certain issue. Each person has a few minutes to express their concerns, longings. Sounds woo woo but it could encourage deeper listening, conflict resolution and consensus building
The best form of communication is face to face but that is difficult considering all the meetings already being held. Email just doesn't seem to do the job. Perhaps an interactive web site between all of the above, but again, everyone has about enough of this to contend with.
The City government is out of touch. You want involvement? Then actually listen to the people who live here, not the developers who pour money into city coffers.
Need to establish semi annual meetings between City Council Members and Neighborhood Association leaders. Similarly with City Department Heads or relevant staff as needed.
would like communication with someone other than our ward councilman, who has different goals than many of us
Face-to-face meetings and email communication with City staff would be fantastic. It would be nice to have someone else besides our City councilor with whom we could communicate as a group.
Websites and email
It would be creepy if the city was overly involved in our neighborhood association. it would be good to know that someone in the city is accessible to work with.
Currently our city councilor is hands off our JANA group. He doesn't answer my emails. He said he won't read our JANA listserv comments because he doesn't want to be biased.
I feel the neighborhood associations do not have any impact on city planning. I do not feel we are listened to.
I like getting updates by e-mail from our representatives.
email, occasional meetings (semi annual ?)
liaison
email
again, I think neighborhood issues are being communicated effectively to the City - everyone knows we are concernced about inadequate parking due to lack of infrastructure being provided by OSU, code and tenant behavorial violations in rentals, tearing down of single family houses to build rooming houses and unregulated dormitories. The City Council, City staff and OSU need to do something about these problems and stop pretending that more communication is what is needed!
E-mail lists and a NA website would be great. One website would be fine, with one link being just the leaders of each NA
unknown
The City Council says it wants input from the citizens. It then disregards it.
Our leadership would have to answer this one.
Web forum and listserv
email and internet
see above
Should be proactive in soliciting neighborhood input on such things as the parking; the response of the Urban Resource Committee to recent suggestions of including those impacted but not included in the district was a dismal discovery.
Email, yearly meeting
E-mail
I want citizen input to actually make a difference, which it currently does not. They don't listen to regular citizens. Get rid of staff bosses.
In person city staff/council update on issues affecting neighborhood
Residents should know their voices will be heard. That is the whole point of our representative democracy.
e-mail, face-to-fce
The open meetings with our Council Rep (and I have attended two) are generally not useful. Being on the electronic mailing list is good as current events can easily be sent to our neighbors.
I think both City Staff and City Council need to give more weight to the public input and testimony from the NA's, and understand the each of the neighborhoods have different needs anc concerns.
I have no idea what this question means, so I cannot provide a reasonable answer. Who wrote this quesiton? What does it mean? What do you really want to know? I'd like to respond, but it is very unclear what is being asked. Any answer could be misconstrued.

Why is The Man's involvement in Neighborhood Associations necessary? When we need something from him, we'll let him know.
Our Councillor is a regular contributor to our listserve (on google groups)
Being a Ward 2 neighborhood in Ward 3, it would be great to have more connection with Ward 2.
email, listserve
short informal informational meetings
Email communication is very important. City personnel meeting with neighborhood groups (it took over 7 years to finally get Public Works to sit down with a group of neighbors).
There's plenty of avenues for citizen engagement with the city, we don't need more committees, assignments, etc. The main function of the neighborhood association is to facilitate neighbors working with each other.
I would love to see gatherings of other neighborhood leaders for the purpose of discussing best practices about how to build and strengthen neighborhood groups and to learn what other neighborhoods are doing. Face to face interactions between City staff, Council and Neighborhood groups.
email (listserv?); staff attending a meeting
Hopefully the need to get the city involved in anything would be rare, but it would be nice to have someone who's job is to help people get to the right people when something does need taking care of
I don't know enough at this point to comment.
An occasional (maybe quarterly) presence at a meeting and email are fine for communication
Face to face. Email.
Having an on going dialog with city counsil, mayor and other associations, where we can voice our concerns either on a regular basis.
listserv, liaison with the city council
Repeating: Our current councilor and list serv volunteer are amazing, so we currently have amazing communication.

Statistic	Value
Total Responses	56

9. Please provide any other feedback you would like to share with the Public Participation Task Force about improving and strengthening Neighborhood Associations.

Text Response
An association is only as strong as its members. If officers are not out recruiting their replacement the association will die. Members respond when the leaders work on what the members want. That means association leaders need to be talking to members often. That work is more important than anything the city can do. What is needed our leaders who are willing to knock on doors and ask what concerns members have. Also, the association goals need to be positive and supported by at least 80% of the membership.
Vigilance in keeping NA power with the NA's, and minimizing theCity's influence of NA activities.
most important thing is ability to easily create NA's (signing up online) and then being able to access happenings of other NA's and city online as well (easily).
I think we need a process whereby citizens are informed enough to not get swindled into voting for an annexation that results in big problems for the city.;especially when said city changes the zoning afterwards and makes its citizens feel like they are skirting the process.
When a neighborhood association calls attention to a problem, the city council should take it seriously. When neighbors notify the city that developers are not following codes or are deviating from agreements, the city employees should remember that they work for us and not the developers.
City should encourage formation of Neighborhood Associations and citizen participation in them.
Better promotion of NAs with maps and contact information at City Hall kiosk, city TV, G-T, and prominently on city website. Easy to find link to NA maps and contacts on city website, with link to external NA website and listserv signup. Privacy is important so people can communicate confidentially about city issues without the city viewing the information.
Council should adopt an administrative standard requiring developers to meet with NA(s) adjacent to proposed project and incorporate results into the project plans before any permits are issued. In other words, "No meeting with NA, no permit."
NAs often come into being out of concern with or even anger over city decisions (e.g., 7th st station, campus crest, Sather annexation, new and very often rather ugly student apartments (actually, dorm-like arrangements).
Thanks for all the hard work. The main goal is to get good city councilors that care about all the wards and the neighbors that care about preservation.
Avery Addition has a leader but she is not a participant or a representative for us. How do we remove her, find new leadership and move forward?
Collorabation Corvallis is a joke. OSU is NOT paying its fair share, nor is the Hospital. The new Parking areas are dead wrong. I (luckily) do not live in any of them and I still see them as a worsening of the problem, not a solution.
I believe that the number 1 issue facing neighborhoods near OSU is the loss of historic resources and inappropriate development. Some of the historic neighborhoods need to be rezone to protect the historic features. The City Council and Planning Commission need to address these issues proactively which it has never done.
City services like the use of a under utilized community center should be more affordable. $36/hour. We leave the room as clean as we found it and use the lights and bathroom in an already climate controlled room. I can't figure out why it is so expensive.
Our neighborhood association is diluted by the large number of new rentals in our neighborhood
a city staff person as liaison to the associations
Do something! Stop talking about it! I mean the CIty and OSU!
We do nbot havea Witham Hill Neighborhood Assocaiton, because, while there is plenty of interest, no one else has stepped up to take the leadership role. I do not filling out more paperwork!!l.
It's hard to get to meetings, so web-based communications would really help those of us that are interested, but unable to attend very many meetings.
I had not heard of the Public Participation Task Force before today. Educate us; get the GT on board or use social media.
Associations are great for bringing problems and concerns to the attention of our city manager but the city manager is the one who must decide what action to take and either delegate his/her personnel to solve the problem or recruit volunteers to do the job if city personnel and finances are not available.
I want to walk in Corvallis without being jumped on or chased by a loose dog !
zoning issues
Would be nice to have maps of boundaries and names for the associations along with contacts.
Strength of the Neighborhood Assoc. is up to the citizens involved. Anything to ease xfer of information is a good idea.
Empowerment and earnest representation
Citizen committees are appointed (including the planning commission) and their hard work and recommendations are ignored by city staff and the council.
Keep them independent from the city. Let them be a force unto themselves and maybe they would actually have a meaningful role in city government.
Now it's remedial for the Witham Oaks neighborhoods; how will you repair the hurt?
I, Elizabeth Waldron, I not received any emails from the City's "Public Participation" meeting.
The sense in the NA is that City Staff and City Council are not taking input from the NA seriously nor giving much weight to it in their decision-making process that has a direct impact on NA livability.
Take us seriously
Thank you for doing this. Right now getting more support, especially affordable use of the Tunison Community Center is my priority. Not only for meetings, but community development programming like Corvallis Family Table, group meetings, classes, work parties, etc.
S Corvallis is a treasure of committed citizens and natural beauty, I'd like to see some restrictions on signage on 99 and more large conifers along with other plantings on 99. We also want a slower speed limit up to Lincoln school to create a more neighborly feeling. 99 is so fast it separates the sides of the street
South Corvallis has specific needs that are not always addressed. Concerns about lack of services in our area (such as reasonable grocery store - 1st Alternative Co-Op, 7-11, Circle K do not meet the needs of the neighborhood). Concerns that if a major earthquake was to occur Lincoln School is our emergency services center. Baed on the earthquake studies down over the past decade, Lincoln School will be flattened. What is the secondary plan? What happens if we lose the bridges?
I would like if more City staff would show more respect for neighborhood groups and the work that they are doing to build community. A large portion of our dealings with City staff consist of us asking for help/support and being told that there is nothing the City can do to help. We need a culture change within the ranks of those employed by the City. My hope is that increasing the amount of contact between City staff, Council and Neighborhoods will result in a better understanding of where each group is coming from and foster a new age of cooperation amongst all parties resulting in a better Corvallis for all.
Tunison NA helps sponsor Mesa Familiar, an important social service/charity in South Cvo; yet it has to pay the city rent on the the community center and the county a food service license; this is not helpful

Same as above.
I like the fact that much of our neighborhood 'business' happens on a casual basis, with different folks organizing things they care about. We've hosted a Polst form meeting, a cob oven building meal, and others have donesimilar sorts of things. I'm not a fan of formal "meetings".
Lots of regulations is a burden and off-putting to the average citizen, so keep it simple. Ease will open the door to more involvement by residents.
Thanks!

Statistic	Value
Total Responses	41

ATTACHMENT C

To: Public Participation Task Force **March 20, 2014**
From: Dan Brown, Ward 4

Subject: Goals and Expectations

I appreciate the work the Task Force is doing on behalf of the City of Corvallis. The Council and the Task Force all know that there is room for improvement in the arena of public participation, and any help you can provide will be appreciated..

The charge to the Task force is a limited one; it focuses on providing advice about the process of Public Participation. It is bounded by a list of criteria specified in the Council's Public Process and Participation Goal. When the Task force presents recommendations to the Council, I will look for an evaluation of the proposals [i.e. Plan A] and the status quo compared to the criteria:

	Status Quo	**Plan A**	**Etc.**
Effectiveness			
Efficiency			
More diverse leaders			
Better communication with Council			
Better connection among citizens			
Better utilization of citizen expertise			

The Task Force recommendations should serve the Council's other work. The Council has already established broad goals, priorities, policies, programs, and organizational structures. The existing public participation structures were created to serve in that context. Further, the City is facing increasing budget constraints in the future.

I look forward to your recommendations.

PPTF MEETING SCHEDULE

Date	Time	Location	Meeting type	Minute taker
3/27	Noon to 2 PM	Madison Avenue Meeting Room (MAMR)	Work session	Mark Lindgren (ML)
4/3	11 AM - 1 PM	MAMR	Work session	Terry Nix (TN)
4/10	11 AM - 1 PM	MAMR	Regular PPTF	Claire Pate
4/17	11 AM - 1 PM	Parks and Rec. Meeting Rm./Avery Park	Work session	TN
424	11 AM - 1 PM	MAMR	Regular PPTF	TN
4/28	6:30 - 8:30 PM	Library main meeting rm.	Public Meeting	David Wilber
5/1	11 AM - 1 PM	MAMR	Work session	TN
5/8	11 AM - 1 PM	MAMR	Regular PPTF	TN
5/15	11 AM - 1 PM	MAMR	Work Session	TN
5/22	11 AM - 1 PM	MAMR	Final regular PPTF	TN
6/2	6:30 PM	City Council Presentation	Downtown Fire Station	Carla H.