



22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

COMMITTEE FOR COMMUNITY INVOLVEMENT
MEETING NOTES – October 28, 2025, 6 PM – 7:30 PM,
Bolton Room/Webex

Members Present: Shannen Knight, Beau Genot, Holley DeShaw, Vicki Olson, and Kent Wyatt
Members Absent: Charley Anderson
Council Liaison: Mary Baumgarner
Planning Commission
Liaison: Vice Chair Gary Walvatne, Absent
Staff Present: Danielle Choi, Community Relations Coordinator

Staff Liaison: Danielle Choi dchoi@westlinnoregon.gov

1. Call to Order

Chair Genot called the meeting to order at 6:00pm and roll was taken. Committee members Beau Genot, Shannen Knight, Holley DeShaw, Vicki Olson and Kent Wyatt, Council Liaison Mary Baumgarner and staff liaison Danielle Choi were in attendance. Charley Anderson and Mr. Walvatne were absent.

2. Approval of Agenda

Mr. Wyatt moved to approve the agenda with the addition of 2a. Approval of the minutes. Ms. Olson seconded. The agenda was unanimously approved.

2a. Approval of the Sept. 15 and Sept. 23, 2025 Minutes

Mr. Wyatt moved to approve the minutes of both meetings and Ms. Knight seconded. The minutes were unanimously approved.

3. Public Comment

There was no public comment.

4. Continued Discussion of NA work plan

A review of the previous meetings outreach plans and potential action items. It was a review as the documents had not been properly posted. It was clarified that the documents were to provide a foundation and starting point.

A timeline and calendar were outlined with the following goals:

Nov/Dec meeting will focus on finalizing the 3-5 question survey for community input.

January meeting will focus on crafting the messaging.

February meeting was proposed as the time to invite the NA presidents to a joint meeting to present the plan.

March & April meetings would be spent honing the plan based on the NA presidents input.

May would be a presentation to the city council with the hope of implementation by the start of the Willamette Wednesday Market.

Budget and cost considerations were discussed. Costs would include any staff time, printing, and any booth expenses. It was noted that any expenditures would have to be approved directly by council.

5. Review & Amend Documents

Discussions focused on the following:

- Availability of Maps and GIS tools. Can they be more interactive? Current version is complicated and hard to use.
- Improvements to the West Linn App, including adding a Neighborhood Association Tab. Sending people to the App to connect with their NA is a great way to promote NAs and the use of the app as a way report issues, etc.
- Branding & Slogans – “West Linn Connected: Get Informed, Get Involved, Get Connected”.
- Ideas for outreach events – Booth at Market, music in the park and the fair. Participate in the July Parade. Pass out business cards with a QR code that takes you to the NA web page or app.
- Emphasis on simplicity and accessibility to maximize community engagement.
- Consider Collaboration with other CAGs, focusing on communication while acknowledging the legal and procedural restraints that this would entail.

6. Homework Roundup: 3 – 5 Survey Questions

For November/December meeting, each Member will bring 3-5 survey questions for discussion. Survey will be 5 questions MAX.

7. Staff Announcements

Next Meeting scheduled for December 2, 2025

8. Adjourn

Chair Genot adjourned the meeting at 7:03pm