

**Framework for Progressive Open Houses Events**  
**PCC Cascade Campus**  
**April 19 and 21, 2011**  
(Updated 4/7/2011)

**Goals:**

- Provide campus and community stakeholders information / updates regarding capital improvements planned for Cascade Campus. (PUBLIC INFORMATION)
- Opportunity for campus and community stakeholders to provide comments re: Guiding Principles and insight and input via plan models before moving into development of draft options with SWG and BAC. (PUBLIC INPUT)
- Opportunity for PCC Cascade and District to hear what stakeholders are thinking about, including their perceptions about Cascade improvements, parking solutions and land acquisition. (COMMUNITY RELATIONS)
- BAC and SWG help present and involve campus and community stakeholders in the open house activities and take ownership of the PCC planning process, ideas and conclusions that have been raised thus far. (PUBLIC COLLABORATION)

**Format:**

This public input opportunity will be formatted with roving and staffed information tables, displays and modeling activities that provide stakeholders an opportunity to ask questions, comment on Guiding Principles and explore ideas with 3D model. Community input will be collected on flipcharts, comment cards, staff notes and photographs.

“Open Houses” in the Humboldt/Piedmont neighborhoods will be hosted on Tuesday, April 19 along Killingsworth Street on public sidewalks, in building entrances and at community gathering spaces, if possible. Open houses on Cascade Campus will be Thursday, April 21. All events will be open to both the campus and neighborhood community.

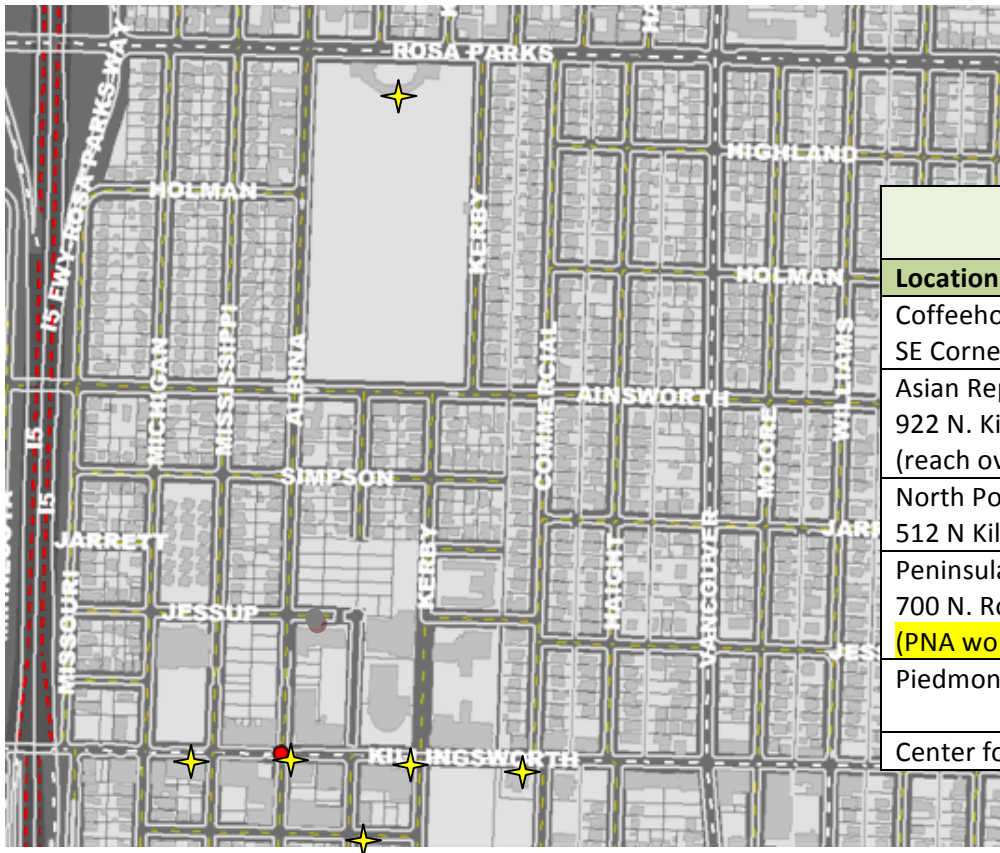
For each day, we have identified three locations where we will host the table/model for 2 hours, for example: 8:30-10:30 AM, 11:00 AM-1:30PM, 2-4:30 PM. Each table/model event will be staffed by one PCC Bond representative and one member of the THA Project Team. We will also make every effort to accommodate BAC and SWG members’ schedules so they might also co-host these events. The team will work collectively to move the table/model to the next scheduled event.

**Dates:**

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|--------------------|--------------------|
| • Cascade Campus   | External Community |
| Thursday, April 21 | Tuesday, April 19  |

**Proposed Locations and times:**

Cascade Campus – April 21		
Location	Time	Staffing
PSEB building entrance (reach into west side of Killingsworth)	Abe checking	THA and Christine
The Quad	11am-5 pm	
	11-1pm	Will, Gina and Paula
	1-3 pm	Becca, Rebecca and Justin
	3-5 pm	Nick, Abe and Sonja



Humboldt Neighborhood / Killingsworth Corridor – April 19		
*Abe on campus at 10 am		
Location	Time	Staffing
Coffeehouse 5 SE Corner of Alaina/Killingsworth	9-11 AM	Nick, Christine and Wesley
Asian Reporter Building 922 N. Killingsworth St (reach over to west side)	Coincide w/PACCA or APANO mtg. Talk to Jason	Nick, Christine (invite Baba)
North Portland Library, 1 <sup>st</sup> floor 512 N Killingsworth Street	2-4:00 PM	Nick, Christine and Patricia Welch
Peninsula Park Community Center 700 N. Rosa Parks Way (PNA would help organize)	Could be stand alone with PNA in evening	Nick, Christine and Tom?
Piedmont Church of Christ	Wed evening, ask Aida	TBD/ Aida
Center for Intercultural Organizing	Ask Lisa	TBD/Lisa, Assefash

**Materials / Set up:**

- Tent (Quad)
- Table top model for each event
  - THA to set up at each session
- Guiding Principles (display board/easel)
- Modeling Guidelines (display board/easel or handout)
- Vision Statement (handout)
- Visual Timeline for Master Planning / Construction
- Flipchart pad/ Easel
- Colored Markers
- Adhesive dots
  - Guiding Principles exercise???
  - Which principles represent goals/issues you think about/want most?
- Photos of modeling schemes from campus groups/BAC
  - Think about how to display/present
- Comment sheets
- Pens /writing pads
- Camera
- Cookies and Lemonade /ice tea(if possible)

**Input Tools**

- Capture stakeholders’ comments on flipchart
- Dot identification for Guiding Principles (language)
- Comment forms (people who want to provide input later)
- Camera to capture modeling ideas/schemes
- Staff notes

**Event Outreach – Cascade Community**

Audience Targeted	Tool	Timing	Staff Lead
Students	Contact Amber Parke to help post on Cascade Campus monthly calendar	April 7	Christine
Faculty	Coordinate with ASPCC to post on ASPCC Bulletin Boards and bathroom stalls	April 7	Abe
PCC Staff	Email notice or Message from Algie to Cascade Campus Distribution List	April 11	Abe
Cascade Campus FMS	Post on Cascade Campus Bulletin Boards at Library, Gym, Student Center	April 11	Abe
Cascade Campus Public Safety	(twice)	April 18	
	Ask Derrick to distribute notice to his Public Safety staff	April 11	Abe
	Post article on PCC Website and Bond Website	April 11	Christine
Bookstore Manager and staff	Hand deliver event notice to Bookstore Manager (Jody)	April 12	Abe

**Event Outreach – External Community:**

Audience Targeted	Tools	Timing	Staff Lead
Humboldt Neighborhood Association	• Email notice to Brian and Gretchen to distribute to HNA members	April 7	Abe
	• Post event announcement on HNA website	Done	Gretchen
	• Share campus planning update and announce open houses at HNA Meeting	April 12	Abe
Piedmont Neighborhood Association	• Email notice to Shaun and Lara to distribute to HNA members	April 7	Christine
	• Post event announcement, esp. Peninsula Park CC, in PNA newsletter and website	ASAP	Shaun/Lara
	• Ask to be included in PNA Board meeting on April 14 –discuss campus planning and announce open houses. Sent email 4/4 to Shaun and Lara	April 14	Abe
Residents living in Piedmont and Humboldt not involved with HNA and PNA	• Ask Isa to post event flyer at North Portland Library	April 7	Christine
	• Pitch story to Portland Observer, Asian Reporter, The Skanner and Portland Tribune	April 7 ASAP	Abe
	• Ask Portland Parks staff to post flyer at Peninsula Park Community Center	April 7	Abe
	• Mail event postcard to Piedmont and Humboldt residents (and IMP property owners) via carrier route sort	ASAP	Gina
	• Ask Thai Food Café, Saraveza, Jasmine Pho, Quick for Less and Intl. African Food Market to include flyer in to-go /shopping bags	April 13	Christine
Business Owners on Killingsworth	• Hand-deliver event flyer to business owners/managers along Killingsworth Street. Ask them to post as well.	April 12	Christine/Abe
	• Mail event postcard to all property owners of record within IMP area	April 7/8	Gina
Property owners within the IMP	• Call property owners directly that participated in Assessment	April 11	Christine
Plaza Townhomes residents	• Email notice to Matthew Fullen to distribute to residents, include in quarterly newsletter and post on community bulletin board	April 7	Christine
Falcon Art Community	• Email notice to Ryan and Ivan to distribute to artists and residents	April 7	Christine
Humboldt Gardens	• Email notice to Marjorie to distribute to residents or post in newsletter	April 7	Christine
McCuller Crossing residents	• Drop off flyers with Duane Jordan to distribute to residents	April 7	Christine
Faith Community	• Piedmont Church of Christ – Call Aida Kershaw for advice. Small groups could use check with leadership	April 7	Christine
	• Emanuel Temple – Call Mark Tellis for advice	April 7	Christine
Rosemary Anderson HS	• Email notice to Joe McFerrin to distribute to students and faculty via email and bulletin board	April 7	Christine
City of Portland staff	• Email notice to Debbie Bischoff, Denyse McGriff and Jillian Detweiler	April 7	Christine
Cherry Sprout Produce	• Hand deliver event notice to Katie, co-owner	April 11	Christine

PPSD/Jefferson HS representatives	• Email notice to Paul Cathcart to distribute to students and faculty	April 7	Christine
	• Call Toni Hunter, Principal at JHS to invite	April 11/12	Abe/Algie
Center for Intercultural Organizing	• Email notice to Assefash and Lisa to distribute to CIO members	April 7	Christine
APANO	• Email notice to Joseph Santos to distribute to APANO members	April 7	Christine
PACCO	• Email notice to Lorelei to distribute to PACCO members	April 7	Christine