

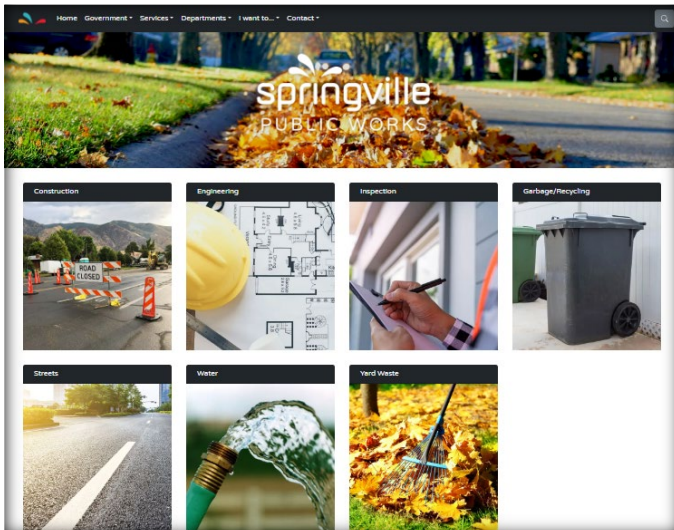
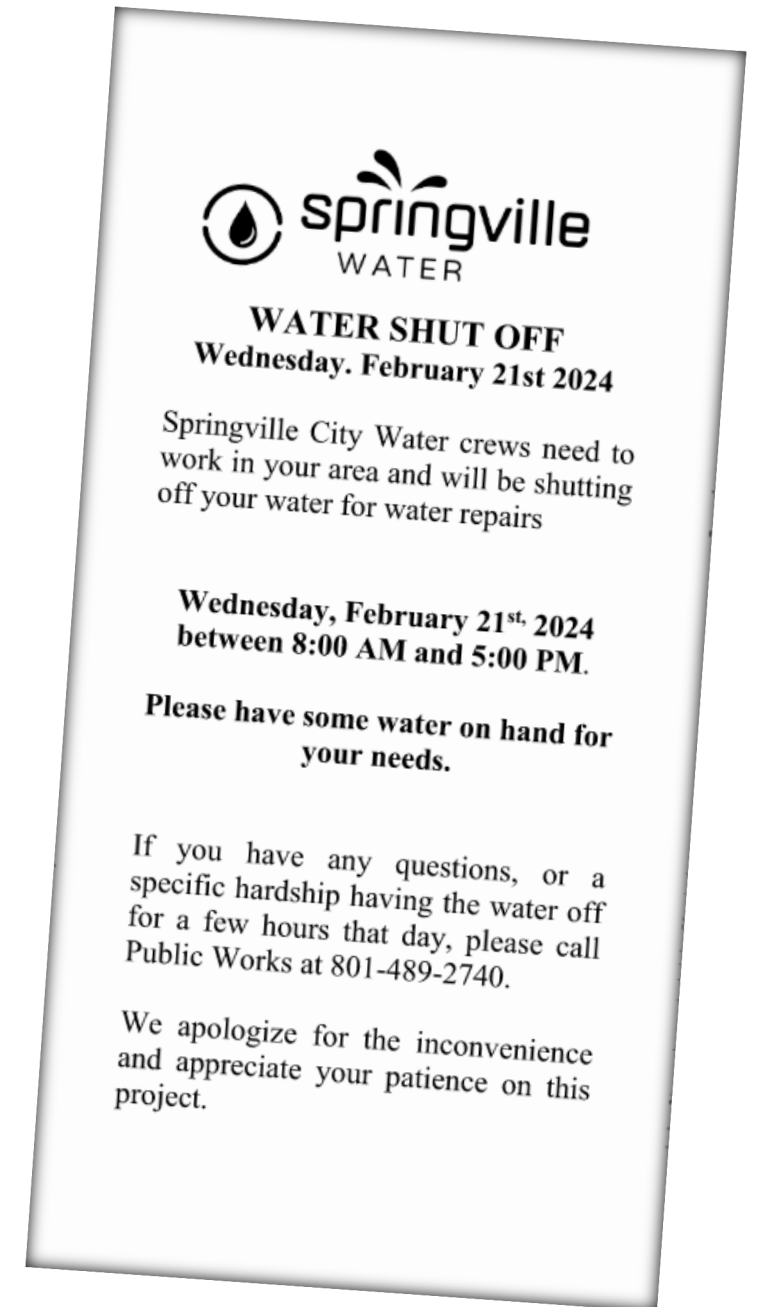
COMMUNICATION AND OUTREACH POLICY





Policy Purpose

- Establish a procedure for ***notifying*** property owners, citizens and businesses that are anticipated to be affected by City-sponsored activities.





Policy - General

- Why notification?
 - Allow property owners, citizens and businesses to ***anticipate, plan for, and respond to*** activities, which are not normal or routine, that may affect:
 - Specific streets
 - Neighborhoods
 - Businesses



Policy – Intensity of Anticipated Disruption

- Type or form of notification based on Intensity of Anticipated Disruption
- ***Low Level Intensity*** – minor temporary disruptions:
 - To utility services
 - ***Minor*** roadway detours or closures
 - Short-term small-scale public events



Policy – Intensity of Anticipated Disruption

- Type or form of notification based on Intensity of Anticipated Disruption
 - ***Mid-Level Intensity*** - moderate temporary disruptions
 - To utility services
 - ***Collector*** roadway detours or closures
 - City-sponsored public events
 - Moderate scale capital projects



Policy – Intensity of Anticipated Disruption

- Type or form of notification based on Intensity of Anticipated Disruption
 - ***High-Level Intensity*** – significant temporary disruptions
 - To utility services
 - ***Major collector or arterial*** roadway detours or closures
 - Significant City-sponsored public events
 - Significant large-scale capital projects



Policy – Notification Methods

- Based on anticipated disruption to:
 - Home life
 - Ease of travel
 - Changes in noise levels
 - Visual or aesthetic views
 - Impact to businesses





Policy – Notification Methods

- *Low Level Intensity*
 - Notification by one (1) or more of the following:
 - Cell phone or electronic alerts (text or voice messages)
 - Paper door-hangers
 - In-person notification
 - City website or social media posts



Policy – Notification Methods

- ***Mid-Level Intensity***
 - *“Notification to affected property owners, citizens or businesses **appropriately** in advance of anticipated disruptions by means **of any combination** of the following:”*
 - Cell phone or electronic alerts (text or voice messages)
 - Trailer-mounted electronic alerts
 - City website or social media posts
 - Possible additional notification (***may*** consider):
 - Scheduled City-sponsored public meeting(s)
 - On-site public meeting(s)



Policy – Notification Methods

- ***High-Level Intensity***
 - “... notification should be extended . . . at least 48-hours in advance by means **of any combination** of the following.”
 - Cell phone or electronic alerts (text or voice messages)
 - Trailer-mounted electronic alerts or alternate means
 - On-going City website or social media posts
 - Possible additional notification (***should*** consider):
 - Scheduled City-sponsored public meeting(s)
 - On-site public meeting(s)
 - Planning Commission and/or City Council meeting(s)



Policy – Long Range Planning

- City regularly conducts informal long-range planning discussions
- If these discussions transition to more viable City-sponsored Activities, then the following may apply:
 - Scheduled City-sponsored neighborhood meetings
 - On-site public meetings
 - Planning Commission meetings
 - City Council meetings



Policy - Exceptions

- Emergency due to natural causes
 - Wildfires
 - Flooding
- Accidents
- Natural Disasters
- Notification based on the best methods available at that time.



PUBLIC WORKS



QUESTIONS?