

**From:** [Bennett, Martha](#)  
**To:** [CITY-WIDE](#)  
**Subject:** November 16, 2022 Update  
**Date:** Wednesday, November 16, 2022 3:27:06 PM

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Good Afternoon,

This week, I'm hoping you will give me a little feedback.

This email was created in the midst of the early days of the pandemic when State guidance and closures were rapidly evolving. We all needed information about the virus, shifting orders from the Governor, and changes to City operations. These emails allowed me to share clear, concise updates to all City staff, which encompasses employees with varying schedules at many locations. We also needed to stay connected in a time when many of us were either working alone in our vehicles – police, public works, fire and parks – or working remotely. I'm sure you all remember the recipes, my philosophical musings, and our commitment to supporting local restaurants, all of which were parts of making sure we continued to share community.

As 2020 continued, this email expanded as we experienced other events, like the murder of George Floyd, social unrest, wildfires and ice storms. Of course, there was still a healthy dose of information about the pandemic, workplace rules, and vaccines.

Today, this email serves as a tool to update staff on City operations, community events, and resources for employees. And of course, many of the emails also include my reflections on events, issues, and the challenges of working for local government.

The Executive Team has had [Effective Internal and External Communication](#) as a top goal since 2019. More specifically we want to develop a vision and action plan for internal communications, which includes how best to communicate and share information to all our City staff.

The City's cross-department Communications Team will be focusing on the future of internal communications in 2023. Before that work starts, we need to know what you think of the current practices. Some food for thought:

- What do you LIKE about the weekly email?
- What do you want to see more of?
- What do you want to see less of?
- How do you like to receive information? And how often?

Let me know what you think! (Just don't hit "reply all.") Or if you don't want to email me, feel free to email Madison Thesing directly at [mthesing@lakeoswego.city](mailto:mthesing@lakeoswego.city)

## Winter is Right Around the Corner

Make sure you're signed up to get Public Alerts emergency notifications! Lake Oswego uses the ClackCo Public Alerts emergency notification system to distribute emergency messages via telephone, text or email. Enroll at [www.clackamas.us/publicalerts](http://www.clackamas.us/publicalerts)

Important messages could include information relating to flooding, water contamination, shelter locations, gas leaks, missing children or elderly, notices to evacuate or shelter-in-place, and other emergency announcements.

### **Winter Prep for City Staff**

As a reminder, we have an employee only weather and emergency line. **The number is: 503-534-5280.** Please make sure you have this phone number available in your cell phone and at your residence. The default message is that all City facilities are open as usual. If the business hours for any City facility change, the weather and emergency line will be updated as soon as that information is known.

Please remember to walk careful around City parking lots, building entrances, and walkways. Facilities will continue to treat walkways as best they can from potential ice, but always best to watch your step!

### **Honoring Veterans – Week 3**

Veterans Day was on November 11. We are continuing to recognize military veterans who served or currently serve in the U.S. Armed Forces with our “[Honoring Veterans](#)” campaign. Throughout the month, we will be highlighting a few of your co-workers who are veterans. This week we recognize Army Veteran [Eddie VanBuren](#) (Public Works).

### **Saturday (11/19) - Lake Oswego Reunion Farmers' Market**

Fresh from local farms to your Thanksgiving table! Join us as many of your favorite Farmers' Market vendors return to Lake Oswego to share the bounty of their fall harvest. Join the Market Team this Saturday from 9 a.m. to 2 p.m. at Millennium Plaza.

### **Tree Lighting Festival**

Looking for a fun and festive event ring in the holiday season? Don't miss the annual Tree Lighting Festival on Friday, November 25, from 3-8 p.m.! This year, festivities will take place at Millennium Plaza Park only (not at the Bigelow Tree), with extended hours of holiday music, festive vendors, sweet treats and more. The celebratory lighting of the Millennium tree takes place at 6 p.m. This is also a special #YouAndBlue event - Lake Oswego Police Officers will be there spreading holiday cheer!

The #YouAndBlue campaign, which debuted in 2016, was designed to celebrate the partnership between the community and officers with the Lake Oswego Police Department. Community members are encouraged to make a connection with our officers - introduce themselves, have a conversation and get to know our Police team, then take to social media to share your experience with photos and include the hashtag #YouAndBlue. People might be surprised to learn that there are expert fishermen, woodworkers, chefs, runners, gardeners, singers, and veterans from all branches of the military in the department!

### **City Holiday Party - Mark Your Calendars!**

Our City Staff Holiday Party is set for 7-10 a.m., Thursday, December 8. Be sure to save the date!  
More details to come in the next couple of weeks.

## **In Closing**

Thank you for all you do!

Martha

### **Martha Bennett**

City Manager | City Manager's Office

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