



# WILDWOOD

January 31, 2022

## MEMORANDUM

To: Community Outreach Task Force

From: Department of Planning

Re: Criteria Used for Organization Identification for Inclusion on List (**Wards – All**)

Cc: The Honorable James R. Bowlin, Mayor  
Steve Cross, City Administrator  
John A. Young, City Attorney  
Melanie Rippetoe, Assistant Director of Planning and Parks  
Kris Naeger, Administrative Assistant

At the last meeting of the Task Force, several of the members asked for the criteria that was developed by the members for an organization's inclusion on the list be provided to them. This additional information would help the Task Force Members and users with the understanding the key components that led to an entity's inclusion on the list. These criteria were initially set forth by the Task Force early on in its meetings, shortly after its formation.

The criteria that were established by the Task Force Members for the purposes of considering what organizations would be included on the master list included the following items:

1. The entity is located within the City of Wildwood or provides a sole or unique service to the community, if headquartered outside of it.
2. The entity should not solely be a governmental agency.
3. The entity must serve the residents of the City or offer volunteer opportunities within the community or nearby.
4. The entity offers a service or meets a need in the City, or for a particular demographic.
5. The entity is interested in participating in the development of this inventory of organizations and willing to offer information in its support.

These were the general criteria that were developed at the start of the process and accepted by the Task Force Members to begin the inventory's assembly. The Task Force Members that participated in the development of the criteria can add their thoughts to this information as well.

If any of the Task Force Members should have questions or comments in this regard before tonight's meeting, please feel free to contact the Department of Planning at (636) 458-0440. Thank you for your review of this information and input on the same.