



CITY OF OREGON CITY

CITIZEN INVOLVEMENT COMMITTEE (CIC)

MINUTES

Commission Chambers, 625 Center Street, Oregon City
Monday, October 02, 2023 at 7:00 PM

CALL TO ORDER

PRESENT: 9 - Linda Baysinger, Dennis Anderson, Dan Berge, Karla Laws, Dorothy Dahlsrud, Josh Kayser, Sara Peterson, Denise Beasley, Steve VanHaverbeke, Bob LaSalle, Emily Lisborg

STAFFERS: 4 - Communications Manager Jarrod Lyman, Finance Director Matt Zook, City Commissioner Adam Marl

PRESENTATIONS

1. Chamber of Commerce – Victoria Meinig

Presentation cancelled.

2. McLoughlin Boulevard Enhancement – Christina Robertson-Gardiner

Presentation cancelled.

3. Budget Information and Q&A – Matt Zook and Jarrod Lyman

Jarrod Lyman, Communications Manager, asked Matt to attend the meeting to answer any budget questions. He let the committee members know they have the most updated version of the budget spreadsheet that he, Matt, and Bob worked on to recreate for accuracy and simplification. This will be updated and provided monthly in the committee's meeting packet.

Bob is working on getting a meeting together with the mayor and Commissioner Marl to resolve the question of what the CIC budget has been and is. There has been past budgets of \$26,000 and \$29,000, and the current budget is \$30,000 for the 2023-2025 biennium with previous spending of over \$29,000. Bob is working on getting more funding for the CIC budget..

Linda asked how the budget is divided among the neighborhoods, and Matt informed the committee that the division is based on the number of addresses that Oregon City has in their Geographical Information System (GIS) database. Linda also asked how often this information is updated, and Matt offered that this would be a good discussion point to decide whether it should be done annually or biennially. As more housing is added to neighborhoods, the question came up around funding increases per neighborhood. Matt suggested another conversation be had around how to best deal with borrowing funds from inactive neighborhoods. Sara suggested that reallocating funds be considered per quarter.

Dan brought up that through some marketing in the Caulfield neighborhood that 700 people signed up for the e-mailer which could lower the amount of postcards needed to be sent

thus potentially lowering the spending on that budget item. Along this line, Jarrod said there is an effort being made to get more people on the digital subscriber list to get their neighborhood meeting information. This method has some back-end work to line up the needs for a postcard versus who will their information digitally. Another marketing idea was raised to add a flyer to the utility bill with a link and QR code for each neighborhood for people to sign up with for the digital subscriber list. This flyer will cost approximately \$1,000. Other marketing suggested was to consider putting information in the e-Trail News and having occasional social media posts.

Karla made a motion to authorize funding for a neighborhood flyer to be added to the monthly utility bill. This motion was seconded by Steve. Motion carried. Ayes: Linda Baysinger, Dennis Anderson, Dan Berge, Karla Laws, Dorothy Dahlsrud, Josh Kayser, Sara Peterson, Denise Beasley, Steve VanHaverbeke, Bob LaSalle, Emily Lisborg.

Jarrod will create a draft and offer it to the committee soon for approval.

4. New City Website – Jarrod Lyman

Jarrod gave credit to David Knoll, IT Manager, for all of his hard work on updating the city's website.

The new website was reviewed with the committee. The main focuses during the update were ADA compliance, ease of use, being mobile friendly, and increasing the opportunity for public engagement. The public engagement piece was a City Commission goal for the 2201-2023 biennium. Some of the highlights for the site were the new Chatbot, Ellee; high-visibility graphic buttons; opinion polls; and a Community Voice page where local citizens can have discussions with each other. The Community Voice space could be a helpful tool for the Neighborhood Associations.

Karla would like to see a map acknowledging the historic properties and some pioneer history. Jarrod said that element will be coming. She advocated for pictures of the CIC committee members to be added.

Bob reviewed a few errors and offered suggestions. Another member would like to see the neighborhood bylaws included.

PUBLIC COMMENT - NONE

MEETING MINUTES

Karla made a motion to approve the Meeting Minutes for April 5, 2021; May 3, 2021; August 2, 2021; and October 4, 2021, May 2, 2022. This was seconded by Linda. Motion Carried. Ayes: Linda Baysinger, Dennis Anderson, Dan Berge, Karla Laws, Dorothy Dahlsrud, Josh Kayser, Sara Peterson, Denise Beasley, Steve VanHaverbeke, Bob LaSalle, Emily Lisborg.

STAFF LIAISON UPDATES**5. Staff Liaison Report – Jarrod Lyman**

The engagement specialist position closed about two weeks ago. Candidate interviews will begin in a couple weeks.

Jarrod has had requests for a Zoom account provided by the city for the Neighborhood Association meetings. He fully intended to have that available for today's meeting, but Zoom was having technical issues so he could not set up the account. As soon as Zoom fixes this issue, he will get that taken care of and share the necessary credentials with the committee.

ELECTIONS

These will be held in January.

GENERAL BUSINESS - NONE**ROUNDTABLE**

For more information on upcoming neighborhood association meetings and contacts please visit: <https://www.orcity.org/community/neighborhood-associations>

Canemah – Linda Baysinger

They had a general meeting at the library with Aquilla Hurd-Ravich, Community Development Director, as a speaker. There was a conversation had about the cemetery, and they are working on a Halloween party like they had last year. A steering committee meeting will be held in October.

Caulfield – Dan Berge

The neighborhood recently had a meeting with a 29% increase in attendance. Their guest speaker was the Clackamas County Clerk who fielded election questions.

Elyville – Karla Laws

There will be a steering committee meeting on October 10th and a general meeting on November 14th.

Hillendale – Josh Kayser & Sara Peterson

Their neighborhood will have a general meeting on October 3rd at 6:30 p.m. at the Bus Barn. They will have Police and Fire there and a topic of Mental Health Awareness 101. On October 24th, there will be a meeting with the courthouse construction team at the Development Services Building in room 115.

McLoughlin – Denise Beasley

A general meeting took place in September followed by a cleanup on 7th Street and an ice cream social at the library park. They will have a steering committee meeting on October 5th. The meetings are currently being held at the Baptist church with an option of a Zoom link, and they are hoping to get back to the library soon.

Park Place – Steve VanHaverbeke

The next general meeting will be on October 16th at 6:30 p.m. at Park Place Church, and there will be a Zoom option. Speakers at this meeting will be Pete Walter, Oregon City Planning Manager, and Sergeant Pagano, Oregon City Police Department, who will be discussing Park Place Crossing.

Rivercrest – Emily Lisborg

She is currently looking for support for the steering committee. They had 4-5 meetings this year with about 6-12 people in attendance.

Commissioner Adam Marl

Commissioner Marl is looking forward to meeting with Bob and the mayor concerning the CIC budget. He advertised the Mental Health Fair the Youth Advisory Commission is putting on October 7th from 2:00-5:00 p.m. The City Commission increased the FTE for the Community Engagement Specialist from half to full time for more support to the CIC, neighborhood associations, and community volunteers. He appreciated the conversations around creative marketing to better reach the citizens of Oregon City. The city would like to be more proactive with getting people involved on the front end of issues because coming in on the back end makes it harder to affect change.

Chair Update – Bob LaSalle

Bob is concerned about the acoustics in the new City Hall Commission Chambers. He and others feel it is very hard to hear what is happening at the dais by the other commission members and the public and vice versa. He has sent an email to the mayor about this continuing concern and will bring it up at the next City Commission meeting that he would like to see action taken quickly. Karla agreed with this concern. Jarrod said the city understands this is an issue and is cautiously optimistic that it will be resolved soon.

ADJOURNMENT

The meeting was adjourned.