CITY OF OREGON CITY
CITIZEN INVOLVEMENT COMMITTEE (CIC)
AGENDA

Commission Chambers, 625 Center Street, Oregon City
Monday, June 05, 2023 at 7:00 PM

This meeting will be held online via Zoom; please contact ocplanning@orcity.org for the meeting link.

CALL TO ORDER

PUBLIC COMMENT

Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder. The Citizen Involvement Committee does not generally engage in dialog with those making comments but may refer the issue to the City Manager. Complaints shall first be addressed at the department level prior to addressing the Citizen Involvement Committee.

PRESENTATIONS

1. Public Works Update: John Lewis, Oregon City Public Works Director
2. CIC Budget: Linda Baysinger and Staff
3. City Attorney Update: Carrie Richter, Oregon City City Attorney

MINUTES

4. Minutes Approval

STAFF LIAISON UPDATES

5. June Postcard Budget

ROUNDTABLE

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

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the City Commission does not engage in discussion with those making comments.

Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website at www.orcity.org and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.

OREGON CITY CITIZEN INVOLVEMENT COMMITTEE – December 4, 2017 DRAFT MINUTES

1. Call to Order Meeting called to order at 7:00 P.M. Video recording did not begin until Roll Call was almost complete.

Attendance -

Present:

Linda Baysinger - CNA
Dennis Anderson – CNA
Amy Willhite – GLNA
Joyce Gifford – HNA
Gordon Wilson – MNA
Karin Morey – RNA
Bill McConnel – SENA
Roy Harris - HNA
Vern Johnson – TVNA
Jesse Buss – MNA
Mike Mitchell – CFNA

Absent:

Mark Matheson – BHNA
Georgia Reagan – TVNA
Barbara Renken – PPNA
Steve Van Haverbeke – PPNA
Gary Fergus – SENA
Bryon Boyce – TRNA

Staff:

Tony Konkol – City Manager
Brian Shaw – City Commissioner
Christina Robertson-Gardiner – Liaison
John Lewis – Public Works Director

2. Presentations

2a. **Economic Development and Tourism Plan Update** - Leigh Anne Hogue, Economic Development Coordinator, presented in place of Eric Underwood and went through some items that the Economic Development Department has been working on. The City Commission's Goal #1 in their 2017-2019 Priorities document was to cultivate an environment for successful economic development. This provided the Economic Development Department with seven priorities on which to focus. Leigh Anne spoke about four of those: the Beavercreek Employment Area, the Tourism Strategic Plan, Business Retention and Expansion and the Downtown Area.

2b. ODOT Projects Update – Katelyn Jackson from ODOT Regional Community Affairs presented with the Project Leaders for two upcoming ODOT construction projects. Kelly Hawley, Project Leader for the 99E Rockfall Project joined Katelyn as she reviewed the steps they will take to increase the stability of the hillside and the safety of 99E. The project will be broken down into two sections; the first section will require the removal of vegetation and the installation of rock bolts. The second section requires vegetation removal, scaling of the slope, installation of rock bolts and repairs to or replacement of the wire mesh. The tree removal process will begin between December 2017 and March of 2018, with the

construction phase expected to run from Spring 2018 through Fall 2018. There will be some lane closures and traffic holds during the 15-20 days of tree and vegetation removal. There will also be some 24-hour lane closures throughout the anticipated 5-month period of rock work. Numerous questions were asked and answered or follow up to come. Katelyn concluded by advising that there is an online open house available where people can get more information, ask questions and sign up to be on the project mailing list. Tom Hamstra, Project Manager for the Tunnel Illumination Project noted that his project is still very early on in the design process so details and the construction plan are not yet determined. The goal is the upgrade the vehicle and pedestrian tunnels to modern LED lighting. The second part of the project includes the installation of a variable message sign on 99E southbound that will warn drivers if there is congestion ahead. Design work will run through Summer 2018 and construction will begin after the Rockfall Project, either in Fall 2018 or Spring 2019. Work will require at least a one day vehicle tunnel closure, but the pedestrian tunnel should remain open.

2c. Public Works Project Update - John Lewis went through a power point presentation detailing many Public Works project updates since he had last presented at a CIC Meeting. He reviewed many highlights for the year including Matt Powlison, Street Division Operations Supervisor being named 2017-2018 Pavement Manager of the Year by the NW Pavement Management Association. John reviewed the progress of numerous Capital Improvement Transportation and Utility Projects, Private Development Projects and Engineering Study Projects. John wanted the CIC to know that the Transportation Advisory Committee was working on a handout for neighborhoods to help clarify traffic management information. John provided an update on the Alternate Mobility Study for the intersection at Beavercreek and 213. They determined that the intersection will need a free flowing right turn lane. There will be another meeting of both the Technical and Community groups. John concluded with the good news that Oregon Legislature approved a large funding package that will benefit OC. Next year, the City will receive $231,000 from the Gas Tax which will be used for sidewalks, roadway project among other projects. The plan is for the amount of money received each year to increase, up to $865,000.

3. Public Comments for Items Not on the Agenda –

Phil Lewis, Community Services Director, informed the CIC that the Carnegie Library Park naming process is still ongoing. There will be further discussion an the next PRAC Meeting on Dec. 7 at 7pm.

Betty Mumm – BHNA provided an update on Barclay Hills NA. They met on Nov. 14 at the Founder's Clinic, who also presented about their flu shot clinic. Other presentations included Mike Day, OC Police Homeless Liaison and a representative for the new apartment complex on Pleasant Ave. They elected a new Vice-Chair, Michael McGuire, a new Secretary, John Eason, and two new CIC Reps, Janice Morris (primary, also Treasurer) and John Eason (alternate). Their next meeting will be on Dec. 12 and will discuss how to get more people involved in 2018.

Janice Aufit, resident of the McLoughlin neighborhood, expressed her concerns about the proposed Public Works expansion at Waterboard Park and their plans to store emergency equipment in what she considered to be a hazardous area.

Tom O'Brian, OC resident, complimented John Lewis and Public Works for working with other cities to learn about how they do things, for using the latest cameras and technology to inspect our infrastructure and for trying out new paving materials. He also expressed his shock at Matt Powlison's award. His final comment was regarding the use of Waterboard Park by Public Works and his understanding that the City Charter says that park land cannot be used for such a purpose.

4. Staff Liaison Update on Questions from the Last Meeting – Christina Robertson-Gardiner went through the questions from the previous CIC meeting.

Confirmed a request to change the format of the meeting minutes to follow the outline of the action items used by other City Commissions and Committees.

Confirmed Mike Michell's request to put land use notices on the main CIC webpage. Christina is working with David Knoll to provide a link on the main page.

Christina also noted that they are working on beta testing the subscription service for meeting agendas and land use notices. They are hoping to put this out to the public in March 2018.

5. Approval of the Minutes

5a. **Draft Minutes – November 6,2017 CIC Meeting** – It was clarified that the minutes were in the new action item format and still needed to be approved. Karin moved to approve, Linda seconded, all approved by hand vote, with the exception of Gordon who abstained, motion passed.

6. Neighborhood and City Roundtable

Roy – HNA met on Nov. 7 and discussed finding a better way to notify residents of upcoming meetings, either by using internet / Facebook. The mailed flyers aren't working. They will have a General Meeting at 7pm on Jan. 2 at Living Hope Church. Their next Steering Committee Meeting is tomorrow, Dec. 5 and they will discuss an annexation.

Vern – TVNA – passed

City Commissioner Brian Shaw mentioned that at Wednesday night's City Commission meeting, they will hear an Emergency Declaration for opening warming shelters in OC. Going forward, the City Manager will have the authority to make this declaration without Commission approval.

City manager Tony Konkol expanded on the warming shelters. In cooperation with Clackamas Community College they had a request that The Fathers Heart and Oregon City Retirement Center be allowed to open when the temperature hits freezing. Clackamas County Fire District and City building officials worked to standardize the minimum requirement to be a warming shelter. They will propose before the Commission from adoption through March 15 that when there is a freezing temperature weather event, the shelters will be allowed to open. The City Commission authorized the sale of bonds to construct the new Police Department facility. The bonds will be taken to market in February or March 2018. They will be hiring an Owners Rep soon to help guide the process as they did with the Library. The City has received 26 applications to open retail marijuana stores, of those 6 have been approved, 3 are under review and 17 were either withdrawn, expired or denied. They just received the population forecast from the PSU Population Research Center. For comparison, the 2010 certified Census count of April 1, 2010 was 31,859 residents, the July 1, 2016 certified population estimate was 34,240 residents and the preliminary population estimate from July 1, 2017 was 34,610.

Liaison Christina Robertson-Gardiner noted that Kelly Reid was promoted to Planner and Preservation Planner Support and a new Assistant Planner, Carlos Callava, was hired. This past Saturday, Friends of Trees planted 80 trees throughout the Rivercrest, Barclay Hills and McLoughlin neighborhoods. There were three grievances recently submitted, but not in time to make the agenda for this meeting. They will be addressed at the February meeting. Christina reviewed the questions to follow up on for the next meeting; the location of the trees from the ODOT presentation, information on the ODOT online open house, confirm railroad or city ownership of the bluff face from 10th to the tunnel, and the Central Point speed study.

Joyce – HNA – There will be a new CIC rep taking over for her and she wanted to remind them that the CIC is about land use, but also about working together as neighbors. She encouraged everyone to live, shop and recreated right here in Oregon City.

Amy – GLNA held their elections and named Micah Scott as the new Vice-Chair and alternate CIC rep. They will have a Steering Committee meeting later on in the month, the date is TBD. She later noted her concerns about the activities going on at Waterboard Park and the police non-emergency response.

Karin – RNA held a General Meeting, but accidentally didn't mail out the postcards, so attendance dropped. They held elections and were still unable to find a Treasurer so the Secretary will do Treasurer duties. Brian Willard, Police Liaison, presented and the topic of traffic, drug use and littering taking place at Waterboard Park that is starting to spread out into the neighborhoods was discussed. One neighbor suggested that taking out the parking lot at the top might help.

Bill – SENA – passed

Jesse – MNA had a General Meeting in November where Mike Day, OC Police Homeless Liaison, presented. The meeting was well attended and also included a discussion about the Abernethy Place Hotel. They have a Steering Committee Meeting this week where they will discuss possibly using some funding for Facebook advertising to boost meeting attendance. Jesse also noted concerns about Waterboard Park.

Gordon – MNA – passed

Linda – CNA - noted that they did a quick count and found that more than 30 people have attended their meetings over the last 4 years.

Dennis – CNA held a General Meeting on Nov. 16 where they went through public safety updates, neighborhood reports and held elections. The new reps have not met at a Steering Committee yet.

Mike – CFNA met last week. The well attended meeting featured a presentation by Bob Cochran, Dean of Campus Services at CCC in which he reviewed their current projects including a new transit center. Phil Lewis, Community Services Director went over the timing of the development of the park property on Glen Oak along with other updates. CFNA held elections, in which everyone was re-elected, although they are still in need of a Secretary. There were also many questions raised about the new Villages at Beavercreek Apartments, so it would be helpful to get a representative for that group to present at their Jan. 23 meeting.

8. Adjournment – Meeting adjourned at 9:03 pm. Next meeting scheduled February 5, 2018.

City of Oregon City
Draft Meeting Minutes
Citizen Involvement Committee

May 7, 2018 7:00 PM City Hall, Commission Chambers

Members Present: Janice Morris, Barclay Hills; Linda Baysinger, Canemah; Michael Mitchell, Caulfield; Roy Harris, Hillendale; Steve Van Haverbeke, Park Place; Karin Morey, Rivercrest; Vern Johnson, Tower Vista.

Staff Present: Kristin Brown, Community Communications Coordinator; Christina Robertson-Gardiner, City Planner; Brian Shaw, City Commissioner; John Lewis, Public Works Director.

Members Absent: Representatives of Gaffney Lane, McLoughlin, South End, and Two Rivers.

1. **Call to Order—**The meeting was called to order at 7:00 pm.

2. **Presentations**
   Kristin Brown, Community Communications Coordinator, shared perspectives on social media's place in spreading City information. Kristin shared analytics that compared the reach of different platforms the City uses, and aggregate access patterns across times of day. Kristin stated that upcoming communications projects would survey users' preference for receiving information as well as satisfaction with City services. A photo contest was also in development. There were questions about the process required to create the type of account Kristin has as the City's Community Communications Coordinator, statistics and data curation, as well as questions about navigating social media's ability to spread misinformation.

3. Public Comment
   None.

4. Staff Liaison Update on Questions from the Last Meeting
   Christina Robertson-Gardiner stated that the proportion of renters to owners in the housing project discussed at the last meeting would be 33% renters, 66% owners. Christina shared that the Hazel Grove and City websites had been updated to direct people wishing to do land use notices to contact the Citizen involvement Committee (CIC).

   Christina also shared that certified letter delivery of land use requests was required by code for any land use requests, but some neighborhood associations had found emails an acceptable method of delivery. Christina requested that each neighborhood association determine and update their preferred method of contact and best contact information.

   Christina provided the news that Kattie Riggs, City Recorder, would no longer be processing Neighborhood Association postcards or payment and that Kelsi McNall,

Permit Technician, would be handling payments for postcards. Due to time constraints, the Neighborhood Associations would need to format the postcard themselves. Christina explained that the first flyer she'd provided was for a film event at the End of the Oregon Trail Interpretive Center on May 10. The second flyer was for the Community Development Department Open House on May 14 and the third flyer was for an Equitable Housing Open House on May 15.

5. General Business

5a. 2018 Prioritize Work Plan - Goal 4:

Michael Mitchell, on behalf of the Grievances Study group, recommended that the grievances procedure be removed from City Code on the grounds that the CIC is recognized by the City, but is not a City organization, and since the CIC has no official oversight of the Neighborhood Associations, therefore has no way to enforce any decisions reached.

Steve Van Haverbeke moved to adopt the recommendation that the grievance process be removed from City Code and a letter be sent to the City Commission. Vern Johnson seconded the motion. Janice Morris, Linda Baysinger, Michael Mitchell, Roy Harris, Steve Van Haverbeke, and Vern Johnson vote aye. Karin Morey abstained. The motion carried.

5b. 2018 Prioritized Work Plan -Goal 5: Better understand the role of CIC members and neighborhood associations when receiving City information.

Christina provided an overview of a document breaking down the roles and responsibilities of the CIC. It was established that CIC members are considered Public Officials when in CIC meetings, speaking on behalf of the CIC, and when signatories of letters from the CIC. It was also established that requests for land use in areas with inactive neighborhood associations would be seen by the CIC. There was a request for a condensed version.

6. Grievances

Christina shared a short presentation regarding the status of submitted grievances. GC 17-02 and GC 17-03 were on hold. GC 17-04 was on hold but had been updated with GC 18-01. The recommendation of the City Attorney was to address GC 17-04 and GR 18-01 together.

Roy Harris moved to create a grievances committee to hear the two grievances together. Stephen Van Haverbeke seconded the motion. Janice Morris, Linda Baysinger, Michael Mitchell, Roy Harris, Stephen VanHaverbeke, and Vern Johnson vote aye. Karin Morey abstained. The motion carried.

Linda Baysinger moved to allow Karin Morey and Janice Morris to be recused from the grievances committee. Steve Van Haverbeke seconded the motion. Janice

Morris, Linda Baysinger, Mike Mitchell, Roy Harris, Steve Van Haverbeke, Karin Morey, and Vern Johnson voted aye. The motion carried.

A randomizer was used to select members for the grievances committee. The following were selected: James King, Linda Baysinger, Mika Scott, Greg Stone, Denyse McGriff. The matter was tabled until the next meeting.

7. Roundtable

John Lewis, Public Works Director, shared a Circuit Court Decision between McLoughlin Neighborhood Association and City of Oregon City and stated that the Judge in the case had upheld that the upper yard land area is not part of Waterboard Park and that the City never had any intention of making Waterboard Park into a yard. John shared that there are many summer construction projects that would be enumerated in the forthcoming issue of Trail News. John also shared the City's offer to purchase the former General Distributors site on First Street for the purpose of a Public Works Operation Center had been accepted.

Roy Harris, Hillendale, shared that the Steering Committee's next meeting would be June 5, and there would be another on July 10 at a location yet to be determined. Roy invited John to the meeting.

Linda Baysinger, Canemah, said their April meeting had taken place and the Steering Committee meeting would occur next Wednesday.

Steve Van Haverbeke said Park Place would have a general meeting on May 21, invited John, and said they would have a Steering Committee meeting on June 18.

Janice Morris said Barclay Hills had a successful Steering Committee meeting last month and would have a General Meeting tomorrow.

Karin Morey, Rivercrest, stated that they'd had a Steering Committee meeting last Thursday and a General Meeting was to be held June 21. Karin stated that on Saturday a flower sale would happen at Rivercrest Park.

Michael Mitchell stated that the Caulfield's Steering Committee meeting was a few weeks prior and the next General Meeting would be May 22. One land use presentation was scheduled.

Vern Johnson, Tower Vista, said the last General Meeting was the end of April and featured speakers from OC Police, Master Gardeners, and Vector Control.

Christina stated that she would work with Kristin regarding a simplified memo of how CIC works, work on postcard formatting logistics, let the members selected for Grievance

Committee know they were chosen and establish a meeting time, provide an update for next work session for City Commission to work on the grievance proposal, and work with Michael or Amy to sign the letter.

Brian Shaw stated that the City's bond rating was AA+, which would help with funding for the Police Building Project.

8. Adjournment- The meeting was adjourned at 8:37 pm.

City of Oregon City

Draft Meeting Minutes

Citizen Involvement Committee

Monday February 5, 2018 7:00 PM City Hall, Commission Chambers

1. Call to Order Meeting called to order at 7:00 P.M.

Attendance -

Present:

Linda Baysinger - CNA
Dennis Anderson – CNA
Mike Mitchell – CFNA
Amy Willhite – GLNA
Roy Harris - HNA
Denyse McGriff– MNA
Greg Stone – PPNA
Karin Morey – RNA
Vern Johnson – TVNA

Absent:

James King – MNA
Barbara Renken – PPNA
Steve Van Haverbeke – PPNA
Gary Fergus – SENA
Bill McConnel – SENA
Bryon Boyce – TRNA

Staff:

Tony Konkol – City Manager
Brian Shaw – City Commissioner
Christina Robertson-Gardiner – CIC Liaison
Laura Terway – Community Development Director

2. Election of Officers

2a. CIC Elections – Amy called to open up the elections form nominations and confirmed that as there were eight of the twelve neighborhood associations represented at the meeting that they will have a quorum. There were three positions open for nominations: Chair, Vice Chair and Secretary.
Denyse nominated Mike Mitchell for Chair, Mike declined due to time constraints.
Vern nominated Amy Willhite for Chair, Amy declined.
The committee moved to the Vice Chair position.
Denyse nominated Mike Mitchell for Vice Chair, Greg seconded, Mike accepted the nomination, and no other nominees were put forth.
Nominations were requested for the Secretary position and Amy clarified that the Secretary only has to track motions, take attendance and provide input for the meeting agendas.

Mike nominated Dennis Anderson for Secretary, Denyse seconded. Dennis at first declined, but then accepted.
The Committee moved back to the Chair position. Linda nominated Karin, Karin declined.
Amy accepted the previous nomination put forth by Vern and seconded by Denyse.
Christina put forth the suite of officers for vote:
Chair – Amy Willhite
Vice-Chair – Mike Mitchell
Secretary – Dennis Anderson
The Primary Member of the association, if present, was asked to provide the vote.
Barclay Hills – no representative present
Canemah – Yes
Caufield – Yes
Gaffney Lane - Yes
Hillendale – Yes
McLoughlin – Yes
Park Place – Yes
Rivercrest - Yes
South End – no representative present
Tower Vista – Yes
Two Rivers – no representative present
The motion carried.

3. Presentations

3a. **Alternate Mobility Targets** - Laura Terway, Community Development Director, discussed the Alternate Mobility Targets project that is currently before the Planning Commission. To identify targets, they look at the projected level of congestion at certain intersections at full city build out. Where there is too much congestion, they have to put it on their project list. The intersection at Beavercreek and Highway 213 will be busier than standards allow and although the intersection is partially City, County and ODOT property, it is up to the local jurisdiction to find a feasible and affordable solution or put it on a projects list and begin collecting money to pay for it. The intersection was put on a special projects list in 2013 and the City was legally obligated to deal with the issue within two years. They formed two committees, Technical Advisory and Community Advisory, which met six times. The end result was to recommend adding a $2.7 million right turn merge lane onto 213 that would improve traffic flow and intersection capacity. They also recommended that the level of acceptable congestion be increased from .99 to 1.0 volume to capacity ratio. With this compromise, the solution should be able to get on a project list and get funding. This solution will go through both Planning and City Commissions prior to being brought before the Oregon Transportation Commission for final approval.

3b. General Planning Code Changes – Laura Terway went through one of a suite of proposed code changes that will be discussed at the Feb. 12 Planning Commission work session, and eventually brought before Planning Commission on Feb. 26. One such change is an amendment to the Lot Averaging Code. Currently, lot sizes may be up to 20% less than the zoning designation if the subdivision as a whole averages the zoning minimum. The proposed change would decrease that allowance to have 10% smaller lot sizes and would cap the total number of lots that can be smaller than the zone minimum to less than 25%. They have received feedback and most of it has been negative, stating that the code revision is too restrictive. Laura noted that this is the time to provide input and participate in the process. Amy and Denyse both mentioned that it is the developers that are pushing back on this idea,

while the neighborhood residents are for it. Vern expressed concerns for this proposed change. After a lengthy discussion between Vern, Laura, Amy and Mike, Amy moved on.

4. Public Comments for Items Not on the Agenda – Jim Masita expressed his objections to the proposed code change that would remove reconsideration from the quasi-judicial land use procedures.

5. Staff Liaison Update on Questions from the Last Meeting

5a. Staff Liaison Update on Questions Asked at the Previous Meeting – Christina Robertson-Gardiner first explained her role as Staff Liaison to the new members. She takes notes and writes down questions that arise during each CIC meeting and will then confirm her list with the Chair on what she needs to research. She will provide an email update about one to two weeks after the meeting and will then post her findings and any new information to the agenda and will review at the meeting. From the previous CIC meeting, Christina confirmed that the face of the 10th Street bluff is Oregon City property based on the City Tax Map (attached to the agenda). She noted that the City Commission passed a resolution that all City Board and Commission meetings can adjourn no later than 10pm, or 11pm with a unanimous consent of all members present. Also, all Boards and Commissions may now provide Action Minutes. The City will provide Action Minutes for the CIC, which is a reduction in the duties of the Secretary. She provided links to the Central Point Speed Limit Form, the Beavercreek & 213 ODOT camera, Matt Powlison's award information, and she provided more information from Katelyn Jackson regarding ODOT's tree removal project on the bluff.

6. Grievances

6a. Establish a Grievance Committee – Chair Willhite mentioned that they have received three grievances, but as there is confusion about the process along with there being new and missing Committee members, she made a motion to table this item for this meeting. Christina noted that Mr. Matheson requested that his documents be made public record, so she passed around hard copies and will email out the documents so everyone has a complete copy as well. The documents were officially entered into record. Mike raised his concerns to Tony about sending a Grievance Committee off to discuss an issue when the involved parties are in the middle of an unresolved lawsuit. Tony wanted to discuss this question and the process to follow with the City attorneys. He will have more information at the next CIC meeting and wanted to facilitate a discussion within the CIC. Denyse moved to table this item until the next CIC meeting on March 5. Mike seconded. Christina took a vote:
Barclay Hills – no representative present
Canemah – Yes
Caufield – Yes
Gaffney Lane– Yes
Hillendale – Yes
McLoughlin – Yes
Park Place – no representative present
Rivercrest - Abstain
South End – no representative present
Tower Vista – Yes
Two Rivers – no representative present
The motion carried.

7. General Business

7a. Public Engagement Plan – Neighborhood Update - Christina had attached the Public Involvement Plan to the agenda. She was interested in going around the group to hear what are the

barriers to reaching out to neighborhoods and the outreach methods that had been used. The goal is to continue working on the Public Involvement Plan by sharing successes and information and also brainstorming on how to overcome barriers.

Dennis (CAN) felt that engagement and participation is the key to success. It is helpful to find a cause or have an event that would benefit the neighborhood, like a BBQ or small gathering. They will continue to mail out postcards and attempts to get people to respond on what they think would benefit their neighborhood.

Amy felt that only meeting quarterly was too long to go between meetings so GLNA now meets every other month (odd months) as does the Steering Committee (even months). Members of the Steering Committee are doing more of the work with setting the agenda which helps Amy out. They had a Facebook page, which didn't work very well, so they changed it to a Facebook Group. Amy later added that South End NA's Adopt-A-Road program was very successful.

Mike mentioned that the CFNA has had challenges with attendance, their postcard mailings are not consistent. They are going to try to plan meeting agenda earlier so more information can be included on the postcards. He also noted that his neighborhood is spread out and made up of both old and new subdivisions. They have had a hard time getting the word out that far out areas are included.

Karin (RNA) stated that the Rivercrest Steering Committee meeting now have more lead time before the General Meetings. That allows them more time to get postcards out and speakers confirmed. She noted that they always have better turnout when they have a speaker or interesting content. They still use postcards, plus Facebook and post signs when the meeting is upcoming.

Denyse (MNA) mentioned that there is an impediment with not having a full time dedicated staff member or much of a budget. She felt that with more money, the mailings could be bulked up and include more information to generate interest. Community involvement is vital and it benefits both the neighborhood and the City.

Linda noted that Canemah has a large participation and she believes that is due to spreading out responsibilities between their members. Different people are each responsible for a different area or facility such as the Fire Department or cemetery. This encourages ownership and pride in the neighborhood. She also thinks that having fun is important.

Vern (TVNA) felt that attendance is a common concerns for all of the neighborhoods. He thought that communication between associations would benefit the group as a whole. He suggested adding a work session item to determine what might work best for all of the associations and come up with a unified plan.

Roy (HNA) discussed that they usually have low turnout except when something big is happening. They tried Facebook, but didn't really see results. When they don't mail out a flyer, people notice and mention when they don't receive them. He felt that picnics help and they are always looking for ways to bring people out.

8. Neighborhood and City Roundtable

Roy – HNA Steering Committee meeting is tomorrow night, Feb. 6 and will be discussing how to get more people in, perhaps going to a bi-monthly meeting rather than quarterly. The next General meeting is scheduled for Apr. 3 at Living Hope Church.

Vern – TVNA has a joint meeting with Hillendale

Linda – CNA has a meeting in February. Dennis will expand.

Denyse – MNA has a General Meeting on Mar. 1, with a presentation on Latourette Park. The NA initiated a project involving the Buena Vista Clubhouse. They have adopted 7th Street and are planning a spring clean up on Apr. 21 and will have a prize for the most unusual item found.

Karin – RNA has a meeting at 7pm on Thurs. Mar. 15 at First United Presbyterian Church. Their November meeting had better than expected attendance and they discussed their concerns over

Waterboard Park. Phil Lewis and Jim Band will attend their next meeting to work proactively to get the issues under control. The McLoughlin NA is invited to attend as this issue involves their area as well.

Mike – CFNA will have an Executive meeting on Feb. 26 and will plan out the next couple of General meetings. Their regular meeting will be Mar. 27.

Amy – GLNA had a General meeting that she was unable to attend. Vector Control presented and brought interesting samples. They also expressed their willingness to come out and help. The Steering Committee meeting is Thurs. Feb 8 and they will be finalizing the details for the Mar. 8 General Meeting. At that meeting CCC Repertoire Theater will present along with a rep from Fred Meyer to discuss the recent remodel. Amy also mentioned that she attended the Equitable Housing meeting where they were presented with too much information, too fast to processes. The presenter was asking for feedback and comments but the group requested more time to think through the material. More meetings may be needed. She also mentioned that the Planning Department is moving in April to the Mt. Pleasant Annex Building where they will have future NA meetings.

Dennis – CNA will have their next meeting on Feb. 15 with public safety updates from Mike Day, land use and development discussions and an update on the McLoughlin Canemah Trail from Kelly Reid.

Community Development Director, Laura Terway discussed a bit more about the Equitable Housing project. To help identify housing opportunities, there will be poll coming soon that she hoped the group would share around. It will have questions related to both individual and neighborhood housing needs. She also wanted to inform the Committee that Kattie Riggs will be transferring her CIC support role to someone else yet to be named, this is a transition from the City Recorder department to Community Development department.

Staff Liaison Christina Roberston-Gardiner, in the spirit of public outreach, hopes to get Kristen Brown, the new Community Communications Coordinator to come to introduce herself at an upcoming CIC meeting. Christina noted that she will email out a reminder to staff that they should contact the neighborhood associations if they have a project going on in that area. She also demonstrated the Beavercreek Concept Plan FAQs on the City website.

City Manager, Tony Konkol informed the group that there is a new sewer line project taking place on Beavercreek Rd. for the next 2 ½ months. The Commission approved the final concept and the ability to pay for the new Parks Maintenance Facility. Glen Oak Park received an almost $500,000 grant from State Parks with a $2,000,000 match to build the new park.

City Commissioner Brian Shaw spoke about the all day retreat he attended during which the Directors all shared what they have been working on. He was proud of what a small group of people could accomplish. OC School Foundation will meet on Thurs. Feb. 15 to possibly discuss the new bond. Brian invited everyone to attend the Urban Renewal Committee Meeting for the unveiling of the preliminary proposed work on the building at 10th Street and Main. Brian closed by expressing his thoughts that after recent social media postings, there is a need to educate community members of city workings. Denyse suggested looking into hosting a “Citizens Academy” that could help to educate the pubic on city government and what it takes to run a city.

Christina’s notes on follow up items for the next meeting were which three hours were referenced in the Alternate Mobility Plan, sending an email to staff about communicating with neighborhoods on upcoming projects, finding updated information from the OC School Foundation and getting the 2017 planning stats from Laura.

9. Adjournment – Meeting adjourned at 8:53 pm. Next meeting scheduled March 5, 2018.

OREGON CITY CITIZEN INVOLVEMENT COMMITTEE – March 5, 2018 Draft MINUTES

1. Call to Order Meeting called to order at 7:00 P.M. Dennis Anderson took Roll Call.

Attendance -

Present:

Janice Morris – BHNA
Dennis Anderson – CNA
Linda Baysinger - CNA
Mike Mitchell – CFNA
Amy Willhite – GLNA
Roy Harris - HNA
Steve Van Haverbeke – PPNA
Karin Morey – RNA
Vern Johnson – TVNA

Absent:

James King – MNA
Gary Fergus – SENA
Bill McConnel – SENA
Bryon Boyce – TRNA

Staff:

Brian Shaw – City Commissioner
Christina Robertson-Gardiner – CIC Liaison

Amy welcomed Janice Morris to her first meeting with the CIC.

2. Presentations

2a. Susie Peterson, Backyard Habitat Certification Program Manager, Columbia Land Trust – Susie went through a PowerPoint presentation about the Backyard Habitat Certification Program. She discussed the mission and history of the program and noted that they are expanding their area to include Oregon City on April 23. She discussed how the program works and explained the 5 requirements needed to become certified; remove invasive weeds, plant native trees and shrubs, have some level of stormwater management, encourage wildlife and reduce the amount of pesticides used. She had flyers to pass around to help get the word out in the OC area and also listed the website to go to in order to get more information or to get on the wait list for a property assessment: www.backyardhabitat.org. When asked, she stated that their group would love to come out to the separate neighborhood associations to present, and that she was the best person to contact to get that scheduled.

2b. Land Use 101 - Laura Terway, Community Development Director, went through a PowerPoint presentation on the Planning Division and the Development Review Process: Land Use 101. In this presentation, she stated that Oregon City Municipal Code is the minimum criteria or standards for a building project; commercial, industrial, office or residential. While the City Commission, with review by the Planning Commission and the public, adopts the Code, anyone is welcome to create or propose changes to the Code. The Comprehensive Plan is the basic guideline for the development of the City. The last Comprehensive Plan was done in 2004, so they are looking at make it a priority to update the Plan and get funding as part of the next budget cycle. Laura walked through the four types of land use review, from simple Type 1 projects to highly complex Type 4 projects which may require a zone change. Type 1 projects are not discretionary and can move through the process quickly, while each subsequent type is increasingly more discretionary and requires more review, hearings and approvals. Laura stated

that the City has 120 days to process an application and reach a final City decision. That timeline can get quite tight on Type 3 and 4 projects. She also pointed out the importance of public participation in this process. The Planning Department really appreciates being able to discuss the projects they are working on with the public. Laura mentioned that the 2017 Stats Report is out and highlights the number of larger, more complicated building projects they worked on. Linda asked what happens after you get approval. Laura answered that after approval, a simple backyard project needs to go through engineering and building. Once the actual building starts inspections are needed along the way. Mike asked what the requirement is for a developer to hold a public meeting if the NA is non-existent, inactive or not functioning properly. Laura answered that they have to give notice to the CIC Chair and the Neighborhood Association Chair. If the NA is non-existent, they will have to go before the CIC. If the 30-day window doesn't fall withing a scheduled NA meeting time frame, they can hold a special meeting.

3. Public Comments - There were no public comments at the meeting, however Amy mentioned that she received an email that she forwarded onto the Committee. The sender wanted the comments in the email to be added to the record. There was no discussion around the email.

4. Staff Liaison Update on Questions from the Last Meeting

4a. Staff Liaison Update on Questions Asked at the Previous Meeting – Christina Robertson-Gardiner noted that Kristen Brown, the new Community Communications Coordinator, would be coming to the May CIC meeting. Christina had posted the information requested from the Alternate Mobility Target presentation to the agenda. She also mentioned that they are working on a contract for the transcription service that they will begin using to provide the action items in place of the meeting minutes. Once that contract is in place, the CIC may have a backlog of action items to approve, but one they get through that, it will be back to normal.

5. General Business

5a. 2017-2019 Work Plan, Prioritize Projects for the Calendar Year - Chair Willhite started by welcoming John Eason from BHNA to the Committee, then moved into discussing the prioritization of the six goals they came up with for the 2017-2019 Work Plan. The first three were carried forward items, so Chair Willhite wanted to focus on prioritizing goals 4, 5 & 6. Roy suggested they select Goal # 5 to better understand the role of CIC members and neighborhood associations when receiving City information. Dennis agreed that he would like to get a general knowledge of what the Committee does, what it can do and how to dispatch information. He posed the question on whether this should be done in session, or if an ad hoc group should take it. Vern agreed and suggested that they work on goal #3, to develop resources to help maintain active neighborhood associations and help reactivate inactive or underperforming neighborhood associations. Vern noted that attendance is an issue for some NAs and would like to see similar associations get together to share ideas and brainstorm. Roy went back to goal #5 and suggested that they put together some information that provides a summary, purpose and responsibilities of the CIC. Steve suggested that the Public Involvement Plan be revived and renewed. Karin noted that they have been working under the code for a couple years now and it needs improvements and revisions. She suggested forming a subcommittee to look at the code, including grievance and elections, in the near future. Christina noted her concerns about adding grievance to the subcommittee's tasks. Karin responded saying that they would just review the code and make recommendations to be submitted to the full committee. Amy agreed that forming a subcommittee should be added to the next agenda. Christina followed up by suggesting that while working on the code, the Committee gives themselves the ability to put a stay on new grievances. Mike summarized that they would roll Goal # 4 and Goal # 6 together and appoint a subcommittee to begin working on

them. The group concluded with deciding that Goal #5 is the number one priority and then that can lead to Goal #3.

6. Grievances

6a. Establish a Grievance Committee – Christina walked through a 4-slide PowerPoint to review the grievance process. The task of the Grievance Committee is to study grievances of those who consider themselves to be adversely affected by the CIC. There are three current grievances; two by Mark Matheson and one by Miranda Sierra and all have obstacles to the processing. It was recommended to not process the Matheson grievances while he is actively involved in a law suit. The Sierra grievance requested that all CIC members appointed by the mayor be recused. There were three options before the CIC. They could create a Grievance Committee and send letters saying they will hold off processing the grievance until they hear from the grievant. They could not form a Grievance Committee but send letters from the CIC stating that they will do nothing until they hear from the grievant. Or they could continue processing submittals through the grievance process. Amy recommended sending a letter from the CIC for the Matheson grievances and forming a Grievance Committee and have them send a letting for the Sierra grievance. There was discussion around whether they should proceed when there is a pending lawsuit to which Christina and Amy concluded that the CIC needs to decide what to do. Christina said that the Grievance Committee is a non-binding process and it's not up to the City to determine the next steps. Linda suggested sending a letter in response to the Sierra grievance asking for the removal of the recusing language. Mike put forth a motion to not form a Grievance Committee, put the Matheson grievances on hold until the lawsuit is resolved and to put the Sierra grievance on hold until she modified her request. Linda seconded the motion. Amy asked if they need to send a notice. Christina answered that she could repurpose the Grievance Committee memo to be from the CIC to and signed by Chair Willhite. Mike amended his motion per Christina's comment, Linda seconded and a vote was taken:

Barclay Hills – Yes
Canemah – Yes
Caufield – Yes
Gaffney Lane – Yes
Hillendale – Yes
McLoughlin – Not present
Park Place – Yes
Rivercrest – Abstain
South End – Not present
Tower Vista – Yes
Two Rivers – Not present

The motion carried. Christina will change the memo and mail them the next day.
Amy then went through a brief history of the CIC and why they hear grievances. The intended process was to provide a place for people to come if there was a grievance concerning the activities, policies or recommendations of the CIC. The process is best summed up by the phrase education, not litigation. At some point, the CIC began taking on the grievances of the Planning & City Commissions, which is far from the original intent. Amy posed some questions. What is the goal of having a grievance process? What is the role of the CIC in the process? Should the CIC even hear grievances? Amy opened the floor for discussion or said members could email her with their comments to be discussed at future meetings. In response to a question, Amy further clarified the specific language surrounding the purpose of the Grievance Committee as it related to the CIC. No further discussion followed.

7. Roundtable

Chair Willhite briefly explained the process to the new members before proceeding.

John – BHNA – mentioned that he was interested to learn about how to pass out information to people about developments. He said that he reads comments on Next Door and it seems that people are surprised by things that come up. He is interested in learning about the new park at Newell Creek.

Janice – BHNA will have a General Meeting on Mar. 3. Pete Walter will provide updates on the Newell Creek Canyon. OC Police Department will update them on Roosevelt Street. She also wondered why notices for their meeting were sent out so early. Amy answered that they should go out no sooner than one week beforehand. They discovered a need to firm up communication between the NAs, Kattie Riggs and the printer.

Linda - CNA passed to Dennis

Karin – RNA will have their next meeting on Mar. 15. Phil Lewis, Jim Band and Mike Day will all be there to discuss and problem solve the issues they are having at Upper Waterboard Park.

Roy – HNA has a Steering Committee Meeting on Mar. 6 and the next General Meeting will be on Apr. 3 at Living Hope Church. There are no details yet and there is not much going on. Roy stated that John could check with him if there are questions about Newell Creek.

Vern – TVNA has joint meetings with HNA.

Steve – PPNA had a General Meeting last week with 40 people in attendance. There was a presentation on a proposed 9-home subdivision. There was a presentation and a large discussion around the concept plan area. Steve noted that they are working on having their Steering Committee Presentations for the Planning Commission. Christina replied that it would be in April. The next Steering Committee Meeting is on Mar. 19 and the next General Meeting is in May.

Mike – CFNA will have a meeting on Mar. 27 where they will discuss reactivating their neighborhood watch program.

Amy – GLNA has their next General Meeting on Mar. 8. Cindy Smith-English with the Clackamas Repertoire Theater will discuss what is coming up for their season. A manager from Fred Meyer also came to discuss what is going on in the store. Amy noted that for each meeting they are selecting an area business come and tell them about their business. There will also be an update on the build and the issues associated with Fire Station 16. Amy noted that there are some ongoing traffic concerns and she anticipates being asked to go to the next TAC meeting to present some pedestrian crossing ideas.

Dennis - CNA will have a General Meeting on Apr. 19, the next Steering Committee Meeting date is TBD.

Staff Liaison Christina Robertson-Gardiner ran through her list of items to follow up on; get Susan's contact info (from Backyard Habitat), provide more information about Ch. 1750 - how Neighborhood Associations and CIC presentations are made, how the applicant can know who to meet with and check with Kattie on the postcard mailing schedule and possibly adding a meeting date column to the spreadsheet. Amy added some items; update the CIC website with the new officer information, get a copy of the PowerPoints from Susan's & Laura's presentations, and check the main City webpage as not all of the neighborhood meetings are showing up on the calendar. Mike later asked Christina to add to the May meeting agenda having City Staff will provide a presentation on the role of CIC members, Neighborhood Association and their relationship to the City.

City Commissioner Brain Shaw mentioned that he spoke at the MNA meeting the previous Thursday. He gave an update about what went on in the city in 2017. He offered to come out to other NA meetings to give the presentation. He also pointed out that he feels that they CIC should be renamed to the CEC – Citizen Education Committee as educating the citizens is importance as demonstrated by the Police bond failing twice, then passing by 80%.

8. Adjournment – Meeting adjourned at 8:46 pm. Next meeting scheduled April 2, 2018.

City of Oregon City

Draft Meeting Minutes

Citizen Involvement Committee

Monday April 2, 2018 7:00 PM

City Hall, Commission Chambers

1. **Call to Order** Meeting was called to order at 7:00 PM by Amy Willhite
   Present: Linda Baysinger, Amy Willhite, Roy Harris, Vern Johnson, James King, Karin Morey, Mike Mitchell, Janice Morris, Dennis Anderson
   Absent: Three Rivers, Park Place
   Staff: Christina Robertson-Gardiner, Senior Planner; Tony Konkol, City Manager; Brian Shaw, City Commissioner

2. **Presentations**
   a. **Equitable Housing Update by Pete Walter, City Planner**
      - Approximately 3,433 households in Oregon City are paying more than 25% of their income to mortgage or rent
      - 322 individuals are experiencing homelessness, with 186 under the age of 18.
      - Project goal: to remove regulatory barriers to equitable housing
      - Project Advisory Team (15 citizens) and Technical Advisory Team (staff and consultants)
      - Stages include: General code and policy audit, code and policy amendments, equitable housing opportunity mapping, informational materials for development, and final plan and adoption process

3. **Public Comments**: None

4. **Staff Liaison Update on Questions from the Last Meeting**
   a. **Staff Liaison Update on Questions from the Last Meeting**
      - Susie Peterson's contact information is available for the Backyard Habitat Program
      - If Neighborhood Association meeting information is incorrect on the City calendar, email Kattie Riggs, City Recorder.
      - The CIC roster has been updated on the CIC page
      - When sending postcards to Ms. Riggs, provide her with the meeting date and the date you would like the postcards to arrive in mailboxes.
      - City needs update from Neighborhood Associations regarding whether they prefer a certified letter or an e-mail for requests for meetings from applicants and developers

- Up to 50 copies of Neighborhood Association meeting calendar can be printed by the City to hand out at meetings

5. **General Business**
    a. **2018 Prioritized Work Plan-including a motion to place a stay on accepting new grievances while CIC reviews existing Grievance code and processes.**
        - CIC discussion of benefit of grievances and how it helps the CIC: Provides feedback on how well committee is doing its job.
        - Discussion by Vern Johnson that people submitting grievances be required or encouraged to go through mediation first. Supported by Dennis Anderson.
        - Discussion by Mike Mitchell that grievances are limited to addressing violations for Neighborhood Association bylaws. Supported by Karin Morey.
        - Discussion by Dennis Anderson that grievance procedure be revised to limit the permission of frivolous items.
        - Because other City Commission groups do not have a process to grieve their decisions, the CIC doesn't necessarily need to have a process to grieve the CIC's decisions.

Mike Mitchell moved that the CIC

1) Recommend to the City Commission that they suspend the Citizen Involvement Committee grievance process as soon as possible, pending
2) The subcommittee of the Citizen Involvement Committee making a recommendation to the City Commission on the grievance process going forward. Seconded by a male voice (unknown).

In favor: Amy Willhite, Roy Harris, Vern Johnson, James King, Mike Mitchell, Janice Morris, Dennis Anderson, Linda Baysinger
Abstained: Karin Morey
Result: Motion passed

6. **Roundtable**
    - Janice Morris, Barclay Hills: The issue of Roosevelt House is causing division within the committee (Secretary and Vice Chair have resigned), help requested. Recommendation made to ask Canemah Neighborhood Association for guidance.
    - Roy Harris, Hillendale: Meeting will be held the following evening, on the agenda is a visit from a City Commissioner, Master Gardener presentation, and vector control advice about managing skeeters.
    - Linda Baysinger, Canemah: Adopt-a-street is on Saturday at 1:00
    - Karin Morey, Rivercrest: 65 people attended last meeting; they devised process to address concerns about overlook that seemed successful

- Mike Mitchell, Caulfield: Last meeting had presentation on how to start Neighborhood Watch Program, discussion about the Beavercreek Road sewer project, presentation on the timing and development for the park property on Glen Oak Road, volunteer for naming committee of park property
- Amy Willhite, Gaffney Lane: last meeting had presentation on rebuilding the fire department, Fred Meyer presentation on how they support communities, presentation on upcoming events at repertory theatre. In May, there will be a presentation by John Lewis, Public Works Director, and a visit by a City Commissioner, as well as a presentation by Kaleafa. The Beavercreek Lions will have an auction and benefit on Saturday, April 14th.
- Dennis Anderson, Canemah: At next meeting, a representative from Metro will be there to answer questions and share plans about projects.
- Vern Johnson, Hillendale: information was covered by Roy Harris
- James King, McLoughlin: Missed March's meeting, next meeting is Steering Committee on Thursday. On Saturday, they are doing a clean-up on 7th Street.
- Christina Robertson-Gardiner: Committee will hear grievance from Mike Miller to the whole CIC at May meeting, updates on the park-naming project will come from either Mike Mitchell or Christina Robertson-Gardiner, there are incorrect dates on the matrix – it will be revised and sent out.
- Brian Shaw: Acknowledgement of Karin Morey as Citizen of the Year, acknowledgement of Oregon City's Main Street being named best in the U.S., acknowledgement of progress on Riverwalk. Oregon City won its case for the Upper Yard not being a park. 100% compliance on underage purchasing decoy of marijuana products.
- Tony Konkol: Saturday: 9-12 McLoughlin Promenade Clean-Up, Downtown Oregon City open house from 12-5

7. **Adjournment** Meeting adjourned at approximate 8:45 by Ms. Willhite

	Elyville	Canemah	Caufield	Gaffney Lane	TowerVista	Hillendale	McLoughlin	Park Place	Rivercrest	Hazel Grove	South End	Two Rivers	Budget Total
Addresses	1735	195	2044	1662	1197	1860	1993	1373	791	1058	1454	599	15,961
Per Household	$ 1.86	$ 1.86	$ 1.86	$ 1.86	$ 1.86	$ 1.86	$ 1.86	$ 1.86	$ 1.86	$ 1.86	$ 1.86	$ 1.86	
Total for 2022-2023	$ 3,227.10	$ 362.70	$ 3,801.84	$ 3,091.32	$ 2,226.42	$ 3,459.60	$ 3,706.98	$ 2,553.78	$ 1,471.26	$ 1,967.88	$ 2,704.44	$ 1,114.14	$ 26,000.00
July	$ (783.45)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ (783.45)
August							$ (908.65)		$ (366.40)				$ (1,275.05)
September		$ (90.00)											$ (90.00)
October							$ (903.20)	$ (1,265.60)	$ (361.40)				$ (2,530.20)
November	$ (812.00)	$ (90.00)	$ (936.60)										$ (1,838.60)
December	$ (1,045.00)		$ (1,225.20)		$ (738.40)	$ (1,107.60)							$ (4,116.20)
January			$ (780.00)										$ (780.00)
February		$ (120.00)					$ (1,209.40)	$ (841.60)	$ (485.10)			$ (361.80)	$ (3,017.90)
March			$ (1,228.20)		$ (678.44)	$ (1,181.56)			$ (482.00)				$ (3,570.20)
April		$ (120.00)					$ (1,198.00)						$ (1,318.00)
May			$ (1,397.25)					$ (832.20)					$ (2,229.45)
June													$ -
Remaining 22-23	$ 586.65	$ (57.30)	$ (1,765.41)	$ 3,091.32	$ 809.58	$ 1,170.44	$ (512.27)	$ (385.62)	$ (223.64)	$ 1,967.88	$ 2,704.44	$ 752.34	$ 4,450.95

Paid to Date **$ (21,549.05)**

CIC Approved

ENA -A framed Signs

Caufiled A frame signs