

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.