



# **CITY OF OREGON CITY**

## **CITIZEN INVOLVEMENT COMMITTEE (CIC)**

### **AGENDA**

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**Commission Chambers, 625 Center Street, Oregon City**  
**Monday, May 01, 2023 at 7:00 PM**

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**This meeting will be held online via Zoom; please contact [ocplanning@orc.org](mailto:ocplanning@orc.org) for the meeting link.**

#### **CALL TO ORDER**

#### **PRESENTATIONS**

1. Chamber of Commerce Update: Victoria Meinig, Executive Director - Oregon City Chamber of Commerce
2. Economic Development Update: James Graham, Oregon City Economic Development Manager
3. Parks and Recreation Update: Kendall Reid, Oregon City Parks and Recreation Director
4. CIC Budget: Bob La Salle, CIC Chair

#### **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.*

#### **MINUTES**

- [5.](#) Draft Minutes

#### **STAFF LIAISON UPDATES**

- [6.](#) Staff Liaison Update

#### **ROUNDTABLE**

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

#### **ADJOURNMENT**

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**PUBLIC COMMENT GUIDELINES**

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*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.*

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**ADA NOTICE**

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*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.*

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***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](http://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.***



# CITY OF OREGON CITY

## CITIZEN INVOLVEMENT COMMITTEE (CIC)

### MINUTES

Virtual Meeting  
Monday, July 06, 2020 at 7:00 PM

This meeting will be held online via Zoom; please contact [planning@orccity.org](mailto:planning@orccity.org) for the meeting link.

#### CALL TO ORDER

*Chair Bob LaSalle called this meeting to order at 7:00 PM.*

Present: 10- Janice Morris, Karla Laws, Linda Baysinger, Dennis Anderson, John Kies, Denise Beasley, Rita Mills, Bob La Salle, Amy Willhite, Steve Van Haverbeke

Staffers: 4- John Lewis, Public Works Director, Christina Robertson-Gardiner, Senior Planner, City Manager Tony Konkol and Commissioner Rachel Lyle Smith

#### PRESENTATIONS

1. Water Master Plan Amendment, Water Rates and SDC's- Patty Nelson -Special Projects Senior Engineer

*John Lewis, Public Works Director, substituting for Patty Nelson, presented on the roles of South Fork Water Board supplying drinking water from the Clackamas River and Oregon City in the distribution of the water through city reservoirs. Director Lewis discussed the Master Plan requirements which provide for 20 years of future planning with updating for population growth, concept plans and capital improvement at least every 10 years. Director Lewis discussed the various maintenance and operational projects and the role of system development charges (SDC's) in the overall process. Director Lewis discussed the need to update the SDC's on a consistent basis in order to reflect increased construction costs and the update process for the City Water Distribution Master Plan. The Capital Improvement Plan (CIP) includes eighty million in costs. Cost increases are typically paid by rate payers, although there is the option to sell bonds to pay for the water rate increases. The City Charter limits rate increases to three percent, although the potential cost increases are anticipated to exceed this limitation. There was discussion on the timing of SDC and water rates and Director Lewis expressed that the COVID situation has made discussion regarding increases difficult to pursue. There are plans to present this information to the Planning Commission in the Fall and to the City Commission in the Winter.*

## 2. Park Place Urbanization Study- Josh Wheeler, Assistant City Engineer

*Josh Wheeler, Assistant City Engineer, presented on the Park Place Urbanization Study Transportation Growth Management (TGM) Grant and how the state grant funds Transportation System Plans (TSP's) and Corridor Plans. The TGM has funded a number of existing city transportation studies. The proposed grant will fund a study for the Park Place area and provide road planning for higher volume streets and will help determine which should receive sidewalks and bike lanes. Also discussed were the grant amount, matching local funds and city budget. Mr. Wheeler is seeking letters of support, which will assist with the grant application process. Mr. Wheeler clarified this study will be strictly for the transportation aspects of the neighborhood roads. Bob LaSalle expressed his concern that these studies are completed and no project is ever enacted. PW Director Lewis commented that the studies may add value at a future date, as some projects hit other roadblocks and do not occur until many years later.*

**A motion was made by Amy Willhite and seconded by Denise Beasley to compose a letter of support for the Park Place Urbanization Study.**

Aye: 10- Janice Morris, Karla Laws, Linda Baysinger, Dennis Anderson, John Kies, Denise Beasley, Rita Mills, Bob La Salle, Amy Willhite, Steve Van Haverbeke

## 3. Downtown Oregon City Update- Liz Hannum, Executive Director

*Executive Director Hannum discussed that the new kiosk inside the municipal elevator has been completed and was in the process of being installed. Due to COVID, a staff person will remain at the kiosk desk and not inside the elevator as previously done. Staff manning the kiosk will be trained to be promote local attractions and events. Director Hannum expressed that downtown businesses were not doing well financially with just 20-40% of normal sales due to COVID. Many businesses participated in the Federal Paycheck Program, but those funds have since run out. Restaurants have been the most affected and she hopes the City Commission approves the Parklets Program which will provide safe outdoor dining options. The Downtown Association is working with the City to implement the Shared Parking Program, which will make available ninety-four parking slots in private lots available during off-hours for restaurant and retail patrons. There were a number of business vacancies due to COVID. The Downtown Association is also financially affected, as they rely on income from events to fund their programs and several of the programs were in jeopardy of not continuing. There was discussion regarding the Oregon City Business Debt Relief Program and Director Hannum indicated that the remaining funds not spent were being used to purchase gift cards from the local restaurants for a tourism promotion for the remainder of the year. Also, additional state grant funds had been gained by the City and another round of funds for businesses were anticipated later in July.*

## PUBLIC COMMENT

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*No public comments were provided.*

## MINUTES

4. January 6, 2020 Draft Minutes
5. February 3, 2020 Draft Minutes
6. March 2, 2020 Draft Minutes

The committee reviewed the three sets of minutes for errors.

**A motion was made by ? and seconded by ? to approve the January 6, February 3 and March 2 meeting minutes with corrections.**

Aye: 9 - Janice Morris, Karla Laws, Linda Baysinger, Dennis Anderson, John Kies, Denise Beasley, Rita Mills, Bob La Salle, Steve Van Haverbeke

Abstain: Amy Willhite

## STAFF LIAISON UPDATES

7. Staff Liaison Update

*Senior Planner, Christina Robertson-Gardiner provided a staff update; members of the public can find out all noticed land use applications and city capital improvement projects on the development tab on the City website. Also, how to subscribe to receive weekly land use notices by email, how to receive the preapplication materials and staff notes before meeting with a developer in a neighborhood meeting, and how to sign up to get the Trail News Monthly E-newsletter. Ms. Robertson-Gardiner also provided an update on the OC2040 Community Vision Survey and how to share the survey with the neighborhood associations. Also discussed was the status of the openings of the various city buildings.*

## GENERAL BUSINESS

*Bob LaSalle asked about the status of the Upper Yard of Waterboard Park.*

*City Manager Konkol updated that the Armory building has been demolished and the Adair buildings are to be offered for removal by any interested public party and the lot line survey to be conducted.*

*Commission Rachel Lyle Smith expressed that although regrettable, the Armory was in such poor condition with contamination there was not other option than demolition.*

## ROUNDTABLE

*Linda Baysinger- Asked for an update from Bob LaSalle on the adoption of the CIC bylaws and amendments. Mr. LaSalle indicated he will be presenting at an upcoming City Commission work session.*

*Commissioner Lyle Smith- Remarked that there was a public comment received regarding on how the CIC votes and the number of votes per neighborhood. Commissioner Lyle Smith also commented that another round of business debt relief will be upcoming starting on July 15<sup>th</sup>.*

*Janice Morris- Barclay Hills neighborhood would like to thank Bob LaSalle with a Pedestrian light that will be installed later in the summer.*

*Rita Mills- The McLoughlin neighborhood received a grant for street sign toppers. They are looking for ideas for fundraisers. They are excited about the development of Waterboard Park.*

*The Park Place neighborhood had a steering committee meeting.*

*City Manager Konkol provided updates on the Meyers Road/Molalla Avenue projects and the new Police Station.*

## ADJOURNMENT

*The Chair Bob LaSalle adjourned the Meeting at 8:45 PM.*



# CITY OF OREGON CITY

## CITIZEN INVOLVEMENT COMMITTEE (CIC)

### MINUTES

**Virtual Meeting**  
**Monday, December 07, 2020 at 7:00 PM**

#### CALL TO ORDER

*Chair Bob LaSalle called this meeting to order at 7:00 PM.*

**Present:** 10 - Karla Laws, John Kies, Denise Beasley, Bob La Salle, Steve Van Haverbeke, Dennis Anderson, Linda Baysinger, Karin Morey, Amy Wilhite, Dorothy Dalhsrud

**Staffers:** 6 - Parks and Recreation Director Kendall Reid, Senior Planner Pete Walter, Senior Planner, Christina Robertson-Gardiner, City Manager Tony Konkol, City Commissioner Rachel Lyles Smith and City Commission Denyse McGriff.

#### PRESENTATIONS

##### 1. Greater Oregon City Watershed Council-Alison Heimowitz

*Alison Heimowitz, representing the Greater Oregon City Watershed Council provided the annual update. The Council is a locally organized, voluntary, nonregulatory non-profit working to conserve, enhance and protect the quality and ecological integrity of the local watershed area. The watershed comprises Parrott Creek and Abernethy Creek. Accomplishments in 2020 consist of habitat restoration for coho salmon, winter steelhead, Pacific lamprey and cutthroat trout. Outlined were the various projects undertaken and the current financial revenues and expenditures. Goals for 2021 include restoring fish habitat, building capacity, engaging stakeholders and improving financial health.*

##### 2. Filbert Run Park Update: Kendall Reid, Oregon City Parks Director

*Parks Director Kendall Reid, Assistant Parks Director Denise Conrad and Kurt Lango with Lango Hansen Landscape Architects provided an update on the Filbert Run Park site. The 3.5-acre Filbert Run Park property is located in Oregon City in the Hazel Grove/Westling Farm neighborhood on the south side of Hazelnut Avenue, between Vincent Drive and Hazel Grove Drive. The site is surrounded by single-family homes on the east, south, and west sides, and across Hazelnut Avenue to the north. There are several mature Douglas Fir and Oak trees in the middle of the site, and open lawn on both the east and west sides. Additional scattered trees, both mature in size and very young, are located on the west side. In wet weather, stormwater runoff drains through the middle of the site via an ephemeral drainage way that exits out an inlet on the south side near Westwood Drive. Reviewed with the committee were refinements to the masterplan, visioning of the play area and site furnishings. Discussed were walkway placement and maintenance of the tree canopy.*

##### 3. Oregon City Chamber of Commerce: Victoria Meinig, Executive Director

*Victoria Meinig, Executive Director, provided an update that the Chamber of Commerce and the Downtown Oregon City Association will be hosting an Urban Renewal 101 event on December 8th and a support Oregon City businesses promotion every Tuesday and Wednesday. The Chamber is now a business recovery center assisting local businesses to be grant-ready. As government funding for COVID relief becomes available, businesses can be prepared to apply. Fund raising efforts will continue through December.*

#### 4. OC2040 Community Conversation: Pete Walter, Senior Planner

*Senior Planner Pete Walter, presented on the community vision portion of the OC2040 process. Specific areas that Mr. Walter sought input from the committee were: What makes Oregon City special today, what to preserve and what about Oregon City would you like to change in the future. The committee members provided the following comments: Committee members enjoy the Oregon trail history, small town feel, open countryside, access to the Willamette River, Main Street and possibly change to pedestrian-only, the historic/artistic interest and the fact that it is a small historic town. What to change: work on development that promotes the area history, improve and preserve the urban tree canopy, improvements for pedestrian traffic, improve building development process, improve shuttle service from downtown to Clackamas Community College, improve grant opportunities for neighborhoods, improve grocery options for Downtown and other parts of the city, improve transportation within the city, more sidewalks and walkability and promote local businesses.*

### PUBLIC COMMENT

*There were no public comments.*

### MINUTES

5. May 6, 2019 Draft CIC Minutes
6. June 3, 2019 Draft CIC Minutes
7. July 1, 2019 Draft CIC Minutes

*Mr. Kies described that the June 3, 2019 and the July 1, 2019 draft minutes incorrectly described that he represented the Canemah Neighborhood Association and not the Caufield Neighborhood Association.*

**Motion made by John Kies to approve the Meeting Minutes for May 6<sup>th</sup>, 2019, June 3<sup>rd</sup>, 2020, and July 1<sup>st</sup> 2019 with amendments, seconded by Steve Van Haverbeke. The motion carried by the following vote:**

**Aye: 9 -** Dorothy Dalhsrud, Linda Baysinger, John Kies, Bob La Salle, Amy Willhite, Steve Van Haverbeke, Bob La Salle, Dennis Anderson, Denise Beasley, Karin Morey

**Not Called: 1 -** Karla Laws

### STAFF LIAISON UPDATES

#### 8. Staff Liaison Report

*Christina Robertson-Gardiner provided an update: On December 3rd, the City held a vertical community conversation regarding rent burdened residents. As a result of the American Community Survey, between 2014 and 2018 in Oregon City, 25.5% of households spent more than half their income on rent, which is considered severely rent-burdened. Covid-19 and access to jobs have impacted our community in 2020, which is further exacerbated when stable and affordable housing is out of reach for many. Oregon City cannot solve this problem on its own, but the more our community learns and understands people's lived experience facing rent burdens, the better place we are in to help create actionable solutions. Additional survey input can be done through December 31, 2020. The results will be shared with Oregon City's elected officials and members of the OC2040 community advisory team. Ms. Christina Robertson-Gardiner updated on the status of OC 2040 Community Vision Survey and the community conversations*

*process. Also the development application process, how to see new land use notices and how to sign up for the Trail News Monthly E-Newsletter.*

## GENERAL BUSINESS

### 9. Neighborhood Solicitation Letter- Inactive Neighborhood Associations (Bob LaSalle)

*Bob LaSalle asked the CIC membership permission to use funds from inactive neighborhoods to send a solicitation letter to all residents in each of those neighborhoods. There will need a vote from the membership to expend those funds. Bob would like to send a letter to the Hazel Grove/Westling Farm, Hillendale, South End, and Two Rivers neighborhoods encouraging the organization and participation of those neighborhoods. Mr. LaSalle has been coordinating with Margie Hughes from the Two Rivers Neighborhood Association as they are not yet formally inactive. Organizing neighborhood meetings has not been possible because of COVID. Ms. Roberston-Gardiner has advised there is enough money available within the inactive Neighborhood accounts to send the letter. She will forward an updated postcard budget when it is available.*

**Motion made by Karin Morey, seconded by John Kies, to use the funds from the inactive neighborhoods to send the solicitation letter.**

**Aye: 9 -** Dorothy Dalhsrud, Linda Baysinger, John Kies, Bob La Salle, Amy Willhite, Steve Van Haverbeke, Dennis Anderson, Denise Beasley, Karin Morey

**Abstain: 1 -** Karla Laws

## ROUNDTABLE

*Steve Van Haverbeke - A Park Place Neighborhood Association steering committee meeting was held on November 16th. They had a law enforcement update on homelessness in Oregon City. Pedestrian improvements including crosswalks on Holcomb Avenue. The next meeting will be on January 18th via Zoom discussing Park Place Urbanization Plan.*

*John Kies - Caufield Neighborhood Association will have a meeting in January.*

*Linda Baysinger - no updates.*

*Dennis Anderson - last meeting was cancelled. Residents had a prime view of the Blue Heron fire.*

*Dorothy Dalhsrud - Neighborhood concerns regarding a triplex to be built on Myrtle Street with issues on closeness to another structure. Issue with a development near the Rose Farm.*

*Bob La Salle - no update.*

*Denise Beasley - working on the sign topper project, mapping locations and producing signs. Steering committee meeting last week.*

*Amy Willhite - have not been able to meet, keeping in touch via email and receiving Molalla Avenue project updates from Public Works prior to various construction changes.*

*Karin Morey - the members are trying to stay in touch as much as possible.*

*Commissioner Rachel Lyles Smith - the city has awarded the contract for the gas line portion of the Molalla Avenue project. Commissioner Denyse McGriff will be taking over the Commissioner input for the CIC starting in January as Commissioner Lyles Smith will be stepping into other roles due to the Mayor vacancy. Matt Zook has been hired as the new Finance Director. The Meyers Road Project has been completed early and will be opening later in the month.*

*Commissioner Denyse McGriff - looking forward to participating again with the CIC.*

*City Manager, Tony Konkol provided an update on the Blue Heron fire. The Mayoral position is open and citizens can apply through January 4th. A special election will be held March 9th. The committee members mentioned some flooding issues noticed in some of the city parks.*

## **ADJOURNMENT**

*Mr. La Salle adjourned the meeting at 9:04 PM*



# CITY OF OREGON CITY

## CITIZEN INVOLVEMENT COMMITTEE (CIC)

### MINUTES

Commission Chambers, 625 Center Street, Oregon City  
Monday, November 02, 2020 at 7:00 PM

#### CALL TO ORDER

*Chair Bob LaSalle called this meeting to order at 7:00 PM.*

**Present:** 9 - Karla Laws, John Kies, Denise Beasley, Bob La Salle, Steve Van Haverbeke, Dennis Anderson, Linda Baysinger, Karin Morey, Rita Mills

**Absent:** 1 - Amy Willhite, Janice Morris

**Staffers:** 6 - Public Works Director John Lewis and Senior Planner, Christina Robertson-Gardiner, Library Director Greg Williams, Community Development Director Laura Terway, City Manager Tony Konkol and City Commissioner Rachel Lyles Smith

#### PRESENTATIONS

##### 1. Public Works Update- John Lewis, Public Works Director

*Public Works Director John Lewis provided a public works update. On transportation, Mr. Lewis presented on the I-205 toll project and a letter of concern that will be generated regarding traffic congestion and the Measure 26-218, "Get Moving 2020". Mr. Lewis also discussed a project to study a new Willamette River bike and pedestrian bridge between Oregon City and West Linn.*

*Public Works grants are in process on the Metro Regional Flexible Fund Allocation, the All Roads Transportation Safety, Safe Routes to School Grant, Transportation Growth Management Grant, Oregon Business-Loder Road Alignment Concept Plan and the Metro Community Enhancement Grant. Upcoming grants are the ODOT 2021 Oregon Community Paths Grant and the 2025-2028 Signal safety upgrades. Mr. Lewis provided an update on the Molalla Avenue project and the Meyers Road extension project. The new Public Works Fir Street Operation Center construction is underway.*

##### 2. Buildings on Park Place Court and Clackamas River Drive- Kalli Light, Coffman Construction.

*Kalli Light of Coffman Construction, presented on a proposed canopy addition to an existing concrete pad at their facility and the Relevant Building Company on Clackamas River Drive. Because the Two Rivers Neighborhood Association is not active, the CIC was presented with this information. A development application has not been submitted yet.*

##### 3. Library Neighborhood Technical Support-Greg Williams, Oregon City Library Director

*Greg Williams, Oregon City Library Director, presented on available community technology support, instruction, and online meeting platform training available by library staff to the neighborhood associations.*

#### 4. Proposed City Tree Policy-Laura Terway, Community Development Director

*Community Development Director Laura Terway presented on the draft policy for city tree removal on the proposed qualifying criteria: if the city tree is in a habitat restoration area, is abutting water quality facilities, is considered an invasive or problem species or an imminent hazard tree. Ms. Terway outlined the process city departments will need to follow in order for a city tree to be removed, including a certified arborist report, staff review, fourteen-day notification, permit application and city commission consent agenda approval.*

*There was discussion on the qualifications of city staff providing the staff review and clarification of tree size and species that could be applicable to the process.*

### PUBLIC COMMENT

*There were no public comments.*

### MINUTES

#### 5. October 7, 2019 Draft Minutes

#### 6. November 4, 2019 Draft Minutes

#### 7. December 2, 2019 Draft Minutes

**Approval of the Meeting Minutes for October 7<sup>th</sup>, November 4<sup>th</sup> and December 2<sup>nd</sup> 2019. (no motion was made)**

**Aye: 8 -** Karla Laws, Linda Baysinger, John Kies, Bob La Salle, Amy Willhite, Steve Van Haverbeke, Dennis Anderson, Denise Beasley

**Abstaining: 1 -** Karin Morey

**Absent (for the vote): 2 -** Janice Morris, Amy Wilhite

### STAFF LIAISON UPDATES

#### 8. Staff Liaison Report

*Senior Planner Christina Robertson-Gardiner updated on the the OC 2040 Community Vision Survey, the process to host a community conversation, the development application process and how to see new land use notices.*

### ROUNDTABLE

*Steve Van Haverbeke- general meeting held, no elections to be held.*

*John Kies- no update.*

*Linda Baysinger- The next Canemah Neighborhood Association meeting to be held on November 19th.*

*Dennis Anderson- Mr. Anderson would like to pursue the technology offerings presented by Greg Williams.*

*Karla Laws – The next Barclay Hills Neighborhood Association meeting to be held November 10th.*

*Bob La Salle- no update.*

*Denise Beasley- Ms. Beasley is working on the sign topper project.*

*Karin Morey- the members of the Rivercrest Neighborhood Association are trying to stay in touch as much as possible.*

*City Manager, Tony Konkol provided an update on the three upcoming park openings, the search for a new Finance Director, House Bill 4006 that addresses citizens that are extremely rent burdened and will be the subject of an upcoming city commission meeting and the Father's Heart Ministry request to continue as an emergency shelter during inclement weather.*

*Commissioner Rachel Lyles Smith- no update.*

## **ADJOURNMENT**

*Mr. La Salle adjourned the meeting at 8:45 PM*



# CITY OF OREGON CITY

## CITIZEN INVOLVEMENT COMMITTEE (CIC)

### MINUTES

Virtual Meeting  
Monday, August 03, 2020 at 7:00 PM

This meeting will be held online via Zoom; please contact [planning@orccity.org](mailto:planning@orccity.org) for the meeting link.

#### CALL TO ORDER

*Chair Bob LaSalle called this meeting to order at 7:00 PM.*

Present: 9- Karla Laws, Linda Baysinger, Dennis Anderson, John Kies, Denise Beasley, Bob La Salle, Amy Willhite, Steve Van Haverbeke

Staffers: 3- Christina Robertson-Gardiner, Senior Planner, City Manager Tony Konkol and Commissioner Rachel Lyle Smith

#### PRESENTATIONS

##### 1. Water Resource Recovery Facility Outfall Projects-Shelley Parini

*Shelley Parini of Water Environment Services (WES) presented that the current outfall from the Tri-City facility is nearing capacity during peak wet weather events and they have proposed installing a new outfall pipeline under Jon Storm Park to discharge into the Willamette River. This will require a vote from Oregon City residents and be funded as part of WES's Capital Improvement Plan. The ballot would not increase taxes. The Oregon City Charter requires a citizen vote regarding easements and construction unrelated to recreation on park property.*

*Jeff Stallard, WES project manager, presented slides describing the current situation regarding stormwater mixing with wastewater during storm events and projected issues if nothing is done to resolve. The proposed outfall pipeline will be the best solution. The alignment of the pipeline is a requirement by the state to not have any outfall to the Clackamas River, but must be routed to the Willamette River. WES is working with the State DEQ and the Army Corp of Engineers on finalizing pipeline details, permitting and awaits the outcome of the November Ballot Measure with Oregon City voters. WES is also proactively working with the Grande Ronde tribe regarding the archeological aspects of digging on the site.*

*Shelley Parini indicated that WES would restore the park to its original state and also mitigate any hazard trees. Ms. Parini also described the public involvement plan and the outreach process.*

*Dennis Anderson asked as to how far down the pipeline will be placed. Mr. Stallard indicated the depth will be fifty feet.*

*Bob LaSalle asked as to the life expectancy of the pipeline components. Mr. Stallard indicated that similar components had at least a twenty-five year life expectancy.*

*Additionally, DEQ requires dive inspections every other year. WES continues to coordinate with ODOT on the parking lot logistics involving the 205 bridge widening project.*

*Linda Baysinger asked as to how clean the water outflow will be. Mr. Stallard indicated the water quality from the treatment plant is better than the river water.*

*Ms. Parini indicated they would like CIC input as to outreach through the neighborhood associations.*

*Denise Beasley commented that neighborhood outreach may be difficult as the associations have not been meeting due to COVID. There was discussion of using various local group website and email notices to accomplish the outreach.*

*WES is working with the City Communications Coordinator on an article in an upcoming E-Trails Newsletter.*

## 2. Land Use Application 182 Warner Parrott-Petronella Donovan

*Petronella and Daniel Donovan, owners of Oregon City Adult Care Home, presented their drawings and plans for an addition to increase their care facility capacity to thirty senior residents. There was discussion on the additional five parking spaces, facility security measures and what additional staff will be required. This was the last presentation before the Planning Department application and land use hearing on August 24<sup>th</sup>.*

## 3. Chamber of Commerce-Victoria Meinig

*Chamber of Commerce CEO Victoria Meinig provided an update that they have physically moved to the new office location of 615 High Street. They are holding virtual meetings every Wednesday morning and encourage others to participate. The Chamber is collaborating with the Downtown Association and the City Economic Development & Tourism Department*

## 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.*

*No public comments were provided.*

## MINUTES

4. October 7, 2019 Draft Minutes
5. November 4, 2019 Draft Minutes
6. December 2, 2019 Draft Minutes

The committee reviewed the three sets of minutes for any errors or changes.

**A motion was made by Linda Baysinger and seconded by Steve Van Haverbeke to approve the October 7, November 4 and December 2, 2019 meeting minutes.**

Aye: 7- Karla Laws, Linda Baysinger, Dennis Anderson, John Kies, Denise Beasley, Bob LaSalle, Steve Van Haverbeke

Abstain: Amy Willhite

## STAFF LIAISON UPDATES

### 7. Staff Liaison Report

*Senior Planner Christina Robertson-Gardiner updated the committee that Planner Pete Walter will be presenting on the Comprehensive Plan Update and the OC2040 Vision Survey at the October CIC meeting. The project advisory team is encouraging all committees to have at least one community conversation. The group reviewed the community conversation kit on the OC2040 webpage and how to host a meeting. Members of the public can find out all noticed land use applications and city capital improvement projects on the development tab on the City website. Also, how to subscribe to receive weekly land use notices by email, how to receive the preapplication materials and staff notes before meeting with a developer in a neighborhood meeting, and how to sign up to get the Trail News Monthly E-newsletter.*

## ELECTIONS

## GENERAL BUSINESS

### 8. Code Approval (update)

*Bob LaSalle informed the committee that the code approval was completed through the City Commission.*

### 9. Bylaws Approval (update)

*Bob LaSalle informed the committee that the bylaws approval was completed through the City Commission.*

*There was clarification by Ms. Robertson-Gardiner of the timing of the updated code and bylaws through the codification process.*

## ROUNDTABLE

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

*Linda Baysinger- They are planning a steering committee meeting.*

*Bob LaSalle- He is trying to keep presentations to 15-20 minutes. He is working to have Clackamas Heritage Partners that run the End of the Oregon Trail Center present at a future meeting.*

*Denise Beasley- There will be an upcoming steering committee meeting.*

*Steve Van Haverbeke- There will be an upcoming steering committee on August 17<sup>th</sup> and new playground structure at Park Place Park.*

*John Kies- Meyers Road project is progressing.*

*Amy Wilhite- Participated in the OC2040 meeting and provided feedback on what questions might be beneficial in conducting neighborhood meetings. Gaffney Lane had a steering committee in July. They are looking for a new location to meet. They will not be pursuing a community enhancement grant until next year.*

*Karla Laws- they have been having virtual meetings and are considering potential physical meeting locations. They discussed the Upper Yard of Waterboard Park and the potential placement of shower facilities for the homeless at the Milner Vet Clinic and they were concerned about not be notified and what the City was considering going forward.*

*Commissioner Rachel Lyle Smith encouraged the neighborhood associations to get citizen input for the OC2040 Vision Survey by way of the community conversations Kendall Reid is the new Parks and Recreation Director. He started at the end of July and would like to have him participate in an upcoming CIC meeting. Finance Director Wyatt Parno is leaving his position in October.*

*City Manager Tony Konkol encouraged members to drive by and look at the new Police Station with an anticipated move-in in late September. City Manager Konkol updated the committee on the shower facilities for the homeless and provided the history of various locations that were tried, including The Father's Heart facility and at the old County buildings parking lot on Abernethy Road which had limited demand and the proposal by the group Love One to place a mobile shower unit at the Milner Vet Clinic on Sunday evenings. Laundry facilities would also be offered. The proposal will be reviewed at the City Commission Meeting on July 15<sup>th</sup>. Cross street banners for the Molalla Street project is something Oregon City is looking at.*

*Karla Laws asked if other shower facilities might be placed in other neighborhood locations. City Manager Konkol indicated the shower facilities are facilitated through volunteer organizations in response to COVID and is not considered a permanent solution for the homeless population.*

*Amy Wilhite expressed that the Gaffney neighborhood had concerns about banner placement.*

## ADJOURNMENT

*Chair Bob LaSalle adjourned the meeting at 8:48 PM.*



# CITY OF OREGON CITY

## CITIZEN INVOLVEMENT COMMITTEE (CIC)

### MINUTES

Virtual Meeting

Monday, June 01, 2020 at 7:00 PM

This meeting will be held online via Zoom; please contact [planning@orccity.org](mailto:planning@orccity.org) for the meeting link.

#### 1. Call to Order

*Chair Bob LaSalle called this meeting to order at 7:00 PM.*

Present: 9- Janice Morris, Karla Laws, John Kies, Denise Beasley, Bob La Salle, Amy Willhite, Steve Van Haverbeke, Dennis Anderson, Rita Mills

Absent: Linda Baysinger

Staffers: 5 - Senior Planner Pete Walter, Community Development Director Laura Terway, City Manager Tony Konkol, Public Works Director John Lewis and Commissioner Rachel Lyle Smith

#### 2. Presentations

##### 2a. Oregon City Christian Church Building Addition- Todd Iselin, Project Architect

*Project Architect Todd Iselin presented the proposed 14,800 square foot recreation building addition that will be built in the two-acre open space beside the church. There is a potential option to have a breezeway connection between the two buildings. The church will encourage the use of the new recreation building for community events. There are plans to increase the size of the retention pond for stormwater run-off. There was discussion if the construction will be done by church members and it was indicated that the construction will be done by professionals. Ken Swatmen, lead pastor with the church, indicated they have always wanted the church to fit into the neighborhood and they would certainly offer use of the new building to local sports leagues and other community use.*

##### 2b. Public Engagement Plan for the Oregon City Comprehensive Plan 2040 Vision- Pete Walter, Senior Planner

**Contact [crobertson@orccity.org](mailto:crobertson@orccity.org) for the link to participate in the meeting**

*Senior Planner Pete Walter presented the draft community engagement plan for the community vision. The last plan was in 2003. Planner Walter outlined the plan objectives: Design and implement a robust and equitable community outreach program, inform the community with timely, transparent, and accurate information, engage a representative cross-section of Oregon City residents, businesses and partners, consult the community in the identification, refinement, and prioritization of policy updates, ensure community members understand how decisions are made, their concerns are heard, and they know how their feedback influenced decisions, work with partners to conduct outreach in a culturally and linguistically appropriate manner, using methods and locations that are safe and familiar, employ accessible and appropriate tools and technologies to inform and engage the community.*

*Oregon City has seen many changes since the last comprehensive plan was adopted in 2004. The Comprehensive Plan will guide growth and development in our community over the next 20 years. It establishes goals and policies for future housing, economy, community, infrastructure, government and ecosystems in Oregon City. City leaders use the Plan to manage expected population and employment growth, coordinate public investments and make decisions about new development, existing neighborhoods, transportation, and a variety of other topics. Oregon state law requires that all cities and counties adopt Comprehensive Plans that are consistent with statewide planning goals. There will be multiple opportunities to participate in the comprehensive planning process in the coming months. • Community members can provide comments or ask questions at any time by visiting [OC2040.com](http://OC2040.com).*

*Planner Walter outlined the stakeholders, partners and demographics. There is a 27 member advisory committee and other government entities that will be involved. There will be a Community Conversations Kit available on the City website and they are encouraging neighborhood conversation meetings and gatherings.*

*Bob LaSalle and Amy Willhite requested that future communication be sent to the CIC staff liaison Christina Robertson-Gardner and she can then forward to the different CIC members. Also discussed was the tentative timeline based on the COVID situation. CIC members did express concerns about the number of meetings and also adding the school boards to the stakeholders list.*

### **3. Public Comment (for items not on the agenda)**

*No public comments were provided.*

#### 4. Staff Liaison Update

##### 4a. Staff Liaison Update

*Community Services Director Laura Terway updated that members of the public can find out all noticed land use applications and city capital improvement projects on the development tab on the City website. Also, how to subscribe to receive weekly land use notices by email, how to receive the preapplication materials and staff notes before meeting with a developer in a neighborhood meeting, and how to sign up to get the Trail News Monthly E-newsletter.*

#### General Business

#### 5. Old Business

#### 6. New Business

##### 6a. Seeking Volunteers to Lead Oregon City's Comprehensive Plan- Nomination for CIC Representative on Project Advisory Team (PAT)

*Community Services Director Terway expressed they are looking for a dedicated CIC member to participate on the PAT. Senior Planner Walter outlined the time commitment for the position.*

**A motion was made by Denise Beasley and seconded by Dennis Anderson to approve Amy Willhite as the CIC representative for PAT**

Aye: 9- Janice Morris, Karla Laws, Linda Baysinger, John Kies, Denise Beasley, Bob La Salle, Amy Willhite, Steve Van Haverbeke, Dennis Anderson

#### 7. Roundtable

*John Kies- Nothing to report for the Caulfield Neighborhood*

*Karla Laws- Barclay Hills Neighborhood has been attempting virtual meetings but have not had attendance.*

*Amy Willhite- Gaffney Lane had two land use meeting via Zoom and experienced technical issues. A pediatric medical group is going in across the street from OC Pointe Shopping center. Also there was a presentation on the new Fir Street Public Works Facility. They have submitted for a community enhancement grant for artwork wraps for the utility boxes that are in the Molalla Ave construction project.*

*Steve Haverbeke- The Park Place Park was discussed with the Parks &*

**Contact [crobertson@orc.org](mailto:crobertson@orc.org) for the link to participate in the meeting**

*Recreation Department but no current activity for construction. Discussion upcoming on sidewalk improvement.*

*Denise Beasley- The McLoughlin Neighborhood has had steering committee meetings via Zoom and have submitted an application for a Metro Grant for street sign toppers. They did a phone tree to encourage the City Commission to vote to approve the Waterboard Park Upper Yard as a charter park. The Oregon City Retirement Center sale is moving forward after the removal of squatters on the property.*

*Commissioner Rachel Lyle Smith provided update on the difficulties in discussions on reopening the city offices. Commissioner Lyle Smith encourages signing up for the monthly E-Newsletter.*

*Bob LaSalle will be presenting in the upcoming City Commission Meeting on the Holcomb Boulevard crossing issue and will also be in a future City Work Session Meeting on the CIC Bylaws and Code update.*

*Public Works Director John Lewis updated that the Molalla Ave project is getting underway. A virtual open house for the project will be on June 18<sup>th</sup>. The speed limit on portions of Molalla Avenue will be reduced from 35 to 30. A second phase of the High Street water pipe repairs will be starting in the later part of June.*

*Amy Willhite requested information about upcoming traffic control changes be sent to the neighborhood association in advance so they can alert residents.*

*City Manager Tony Konkol updated that they had the recent groundbreaking ceremony for the Tyrone S. Woods Park and the next parks project will be the renovation of the D.C. Latourette Park. Next week they will begin interviews for the new Parks & Recreation Director. The economic small business debt relief grant program was completed. City Manager Konkol discussed the efforts to reopen city offices and commended the IT Department for quick execution of enabling city employees to work remotely. City Manager Konkol outlined that the City Pool and Senior will continue to remain closed and there are plans for the Library to conduct no-contact pick-up of library materials on hold and the return of materials. Boards and committees will begin conducting their meetings virtually.*

## **8. Adjournment**

*The Meeting was adjourned at 8:27 PM.*

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# CITY OF OREGON CITY

## CITIZEN INVOLVEMENT COMMITTEE (CIC)

### MINUTES

**Virtual Meeting**  
**Monday, October 05, 2020 at 7:00 PM**

#### CALL TO ORDER

*Chair Bob LaSalle called this meeting to order at 7:00 PM.*

**Present:** 10- Karla Laws, John Kies, Denise Beasley, Bob La Salle, Amy Willhite, Steve Van Haverbeke, Dennis Anderson, Rita Mills, Linda Baysinger, Kevin Shofner

**Absent:** 1 - Janice Morris

**Staffers:** 4 - Public Works Director John Lewis and Senior Planner, Christina Robertson-Gardiner, Commissioner Rachel Lyles Smith and City Manager, Tony Konkol

#### PRESENTATIONS

##### 1. Clackamas Heritage Partners - Dan Fowler/Gail Yazzolino

*Dan Fowler, principal officer of the Clackamas Heritage Partners, presented a brief overview and history of the organization origins and operating the Visitor Center at the End of the Oregon Trail Interpretive Center. Mr. Fowler mentioned was how after the last recession, the business model changed in order to ensure continued operational profitability by creating quality exhibits and information on the overland journey on the Oregon Trail and the people who made the trip. Gail Yazzolino, director of the Visitor Center, provided details of their operation plan and the many area partners that contribute to their ongoing effort to create more diverse and inclusive programming. The Visitor Center no longer receive funding through the hotel tax process. Revenue is generated through event and group rentals. The organization appreciates the efforts of Oregon City's Tourism staff, which have been a big help to the visitor center. A half-hour programming documentary is in the works that reviews the impact of the first settlers on the Native American tribes.*

##### 2. Willamette Falls Legacy Update - Tony Konkol, City Manager & Brian Moore, WFLP Project Manager

*Brian Moore, WFLP Project Manager, provided a presentation on the riverfront approach to Phase 1 work for the Riverwalk, including public, semi-public and private use of the spaces. Discussed was the temporary easement through the Main Street access and the financial status of the project. Mr. Moore referenced the renewed emphasis working with the tribes to gain their valued input on planning and refinement.*

##### 3. Oregon City Shuttle-John Lewis, Kristina Babcock Clackamas County, Transit Coordinator

*Public Works Director Lewis introduced Kristina Babcock, Transit Coordinator for Clackamas County. Ms. Babcock outlined that Clackamas County received funding from the House Bill 2017 Statewide Transportation Improvement Fund to explore four new public transit services that could provide vital connections to rural communities and areas that are currently hard to get to via transit. These shuttles would help relieve congestion on roads and they will provide critical, last-mile connections between*

service provided by regional transit. The Oregon City Connector Shuttle segment aims to make connections that will enable people to travel all the way to work, school, and other daily destinations on transit. The Oregon City Shuttle will fill gaps from TriMet stops to underserved portions of Oregon City. It will connect the Oregon City Transit Center, Clackamas Community College, and employers throughout the city, especially for transit-dependent and low-income populations. The Oregon City Shuttle will also provide critical connections with other regional transit providers serving Oregon City.

Ms. Babcock presented the potential Oregon City route, the type of vehicles used and next steps in the process before a potential start date of January 2021.

#### 4. Edgewater Live/Work Units - Michael Barrett

Michael Barrett with HBX architecture, working with the Edgewater at the Cove Live/Work Units, presented on a proposed masterplan change to several buildings in the complex from retail only to live/work units. Retail space would be on the ground floor with access to living space above. Because these retail units had not been leased up to this point, it was felt that changing them to live/work units might be more suitable. There was discussion regarding the saturation of retail properties in the area and that only one of these units have been leased. The committee members were generally not receptive of amending the masterplan to include the live/work option.

### PUBLIC COMMENT

There were no public comments.

### MINUTES

#### 5. June 1, 2020 CIC Meeting Minutes

Linda Baysinger indicated she was attended this meeting although listed as absent. This will be revised.

#### 6. July 6, 2020 CIC Meeting Minutes

#### 7. August 3, 2020 CIC Meeting Minutes

**Approval of the June 1<sup>st</sup>, July 6<sup>th</sup> and August 3<sup>rd</sup> Meeting Minutes with amendment to add Linda Baysinger to the June 1, 2020 meeting. (no motion was made)**

**Aye:** 8- Janice Morris, Karla Laws, Linda Baysinger, John Kies, Bob La Salle, Amy Willhite, Steve Van Haverbeke, Dennis Anderson

**Abstaining:** 1 - Amy Wilhite

**Absent (for the vote):** 1- Denise Beasley

### STAFF LIAISON UPDATES

#### 8. Staff Liaison Staff Report

Senior Planner Christina Robertson-Gardiner outlined the revised land use notice that will be used going forward. Ms. Robertson-Gardiner also outline the new building and planning department office hours, the OC 2040 Community Vision Survey, the process to host a community conversation and the development application process.

### GENERAL BUSINESS

**ROUNDTABLE**

*Steve Van Haverbeke – Park Place Neighborhood Association held the September steering committee meeting, general meeting with a housing development presentation and city commissioner candidates.*

*Amy Wilhite – Gaffney Lane Neighborhood Association is keeping in contact through email. Ms. Wilhite asked about the Molalla Avenue project construction notifications coming through the night before.*

*John Kies – Caufield Neighborhood Association held a meeting concerning a property that would like to be annexed into the city.*

*Linda Baysinger - The Canemah Neighborhood Association attempted September meeting but was cancelled due to fire events. Steering committee meeting scheduled in October.*

*Karla Laws – Barclay Hills held the September meeting with land use presentations. Potential elections upcoming and concerned about how to conduct because of current conditions.*

*Bob La Salle – Mr. La Salle is hoping to get inactive neighborhoods activated, but because of COVID, this has not happened.*

*Tony Konkol, City Manager, provided updates on several topics, including the library's virtual programming for October, the City Pool is pre-registering for lap pool sessions per state COVID guidelines, an update on three future city parks, the status of the Molalla Avenue project, the Barclay Hills/Molalla Avenue crosswalk beacon, Meyers Road extension opening, and the new Public Works buildings.*

*Commissioner Rachel Lyles Smith - Some city parks have some openings of play areas for children.*

*Ms. Wilhite asked if there are more the neighborhoods can do regarding COVID. Mr. Konkol indicated help support local businesses.*

**ADJOURNMENT**

*Bob La Salle adjourned the meeting at 8:50 PM.*



# CITY OF OREGON CITY

## CITIZEN INVOLVEMENT COMMITTEE (CIC)

### MINUTES

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**Virtual Meeting**  
**Monday, January 04, 2021 at 7:00 PM**

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#### CALL TO ORDER

*Chair Bob LaSalle called this meeting to order at 7:00 PM.*

**Present:** 9- Karla Laws, John Kies, Bob La Salle, Steve Van Haverbeke, Dennis Anderson, Linda Baysinger, Karin Morey, Amy Wilhite, Dorothy Dalhsrud

**Absent:** 1 - Denise Beasley

**Staffers:** 5 - Senior Planner, Christina Robertson-Gardiner, Assistant Public Works Director Vance Walker, Planner Kelly Reid, City Manager Tony Konkol and City Commissioner Denyse McGriff.

#### PRESENTATIONS

##### 1. Public Works Update-Public Works Staff

*Vance Walker, Assistant Public Works Director provided an update on the winter weather operations for transportation and project updates, including the Molalla Avenue Streetscape Project Traffic Impacts. There was discussion on what city streets are usually closed during a snow event and driving conditions on Molalla Avenue during weather events.*

*Utilities updates including the Master Plan Amendment Land Use approval was recommended from the December 14th Planning Commission Meeting and will go to the City Commission on January 20th. Water System Development Charges (SDC's) are being modified to support updated capital improvements. The inflow/infiltration program of the Rivercrest Basin is underway.*

*Facilities updates include the construction on the Fir Street Operations Complex continues. Due to lack of space at the Fir Street Complex, some operations will continue at the Mt. View Reservoir and the Public Works Center Street Operations. A feasibility study will be completed in 2021 for a potential bike/pedestrian crossing between Oregon City and West Linn.*

##### 2. Historic District Review Process ( [www.orcity.org/planning/compatible-change](http://www.orcity.org/planning/compatible-change)) - Kelly Reid, Planner

*Planner Kelly Reid presented on Compatible Change, ensuring compatibility in the McLoughlin Conservation District and the Canemah National Register District. The City regulates both public and private development in both of these districts. While public right-of-way improvements are regulated consistently between both, the historic review process for changes to non-contributing structures are handled differently in each district. The goals of these regulations are to preserve existing historic resources and to ensure that major public improvements, new construction, and large alterations are compatible with each district's distinct physical character. This ensures that all structures and historic*

resources are regulated in the same way. Ms. Reid outlined what the current city code allows for substantial remodels without review from the Historic Review Board and that the current threshold for "new construction" is considered vague. Definitions regarding public improvements and whether they are subject to HRB review is also vague and requires some balance. A community engagement process is currently underway, including stakeholder interviews, neighborhood presentations, mailers to property owners and a virtual open house. Ms. Reid reviewed the draft evaluation criteria with the committee and received input on additional stakeholders for outreach and feedback on the evaluation criteria. The City Commission will review all recommendations at a future meeting.

## PUBLIC COMMENT

William Gifford, resident of Oregon City, commented that the Hillendale and Tower Vista neighborhoods are attempting to become active and will have a meeting via Zoom on January 5<sup>th</sup>. He advocates activation of neighborhoods before involvement in the CIC.

### 3. City Committee Appointments - Mike Mitchell

Mike Mitchell, resident of Oregon City, advocates appointments to boards and committees are made by the City Commission and not solely by the Mayor.

### 4. Commission Position Numbers - Mike Mitchell

Mike Mitchell, resident of Oregon City, advocates doing away with position numbers so the best two candidates with the most votes are elected every two years. This change would require a change to the city charter and would like to see the CIC write a letter to the City Commission supporting this concept. The committee discussed and was supportive. This topic will be discussed at the February CIC meeting.

## MINUTES

### 5. March 4, 2019 CIC Draft Minutes

### 6. April 1, 2019 CIC Draft Minutes

**Motion made by Amy Willhite and seconded by Dennis Anderson to approve the Meeting Minutes for March 4<sup>th</sup> and April 1<sup>st</sup> 2019**

**Aye:** 9 - Dorothy Dalhsrud, Linda Baysinger, John Kies, Bob La Salle, Amy Willhite, Steve Van Haverbeke, Dennis Anderson, Karin Morey and Karla Laws

**Absent:** 1 - Denise Beasley

## STAFF LIAISON UPDATES

### 7. Staff Liaison Report

Senior Planner Christina Robertson-Gardiner commented on how to sign up for the City E-newsletter. All city board and commission meetings will be viewable via the city website starting in January. Also, the development application process, how to see new land use notices, how to place a public records request and how to provide input to the City Commission in advance of the Commissioner retreat at the end of January.

## GENERAL BUSINESS

## 8. Neighborhood Solicitation Letter - Request for Approval

*The committee reviewed edits to the draft solicitation letter by Commissioner McGriff and Amy Willhite and were supportive of the edits.*

**Motion made by Amy Willhite and seconded by Linda Baysinger to prepare and send the revised solicitation mailing to the inactive neighborhoods using the funds from the inactive neighborhoods.**

**Aye: 9 -** Dorothy Dalhsrud, Linda Baysinger, John Kies, Bob La Salle, Amy Willhite, Steve Van Haverbeke, Dennis Anderson, Karla Laws, Karin Morey

**Absent: 1 -** Denise Beasley

## ROUNDTABLE

*Steve Van Haverbeke- A steering committee meeting to be held on January 18th and general meeting will also be on January 18th via Zoom discussing Park Place Urbanization Plan. Mayoral candidates will be presented at the same meeting.*

*John Kies – Caufield will try to have a meeting in January. Mr. Kies also provided some updates on some land use concerns.*

*Linda Baysinger - nothing to add.*

*Dennis Anderson - no update.*

*Dorothy Dalhsrud - Neighborhood concern over tree removal at a marijuana dispensary at the intersection of Molalla Avenue and Warner Milne Road.*

*Bob La Salle - no update.*

*Karla Laws - Mayoral candidates will be at the next meeting on January 12th.*

*Amy Willhite - receiving Molalla Avenue project updates from Public Works prior to various construction changes, but there are issues with street sign postings related to the construction. Requested information on costs for outreach to the neighborhood.*

*Karin Morey - The members of Rivercrest are trying to stay in touch as much as possible, but have not met since last March.*

*Commissioner Denyse McGriff - provided an update on the McLoughlin District sent remotely by Denise Beasley, which included the sign topper program. The City Commission is looking for additional input for the Commission retreat at the end of January via the goal input form available on the city webpage.*

*Tony Konkol, City Manager, commented regarding the new Finance Director Matt Zook and the Commission retreat.*

## ADJOURNMENT

*Chair Bob LaSalle adjourned the meeting at 9:06 PM.*



# CITY OF OREGON CITY

## Staff Report

625 Center Street  
Oregon City, OR 97045  
503-657-0891

**To:** Citizen Involvement Committee **Agenda Date:** May 1, 2023  
**From:** Community Engagement Specialist - Emma Worthge

### SUBJECT: STAFF LIAISON UPDATES

Trail News Monthly E-Newsletter: Please encourage neighborhood association members to sign up for the *Trail News Monthly E-Newsletter*. (<https://www.orcity.org/subscribe>) This publication provides monthly updates and information on city resources & programs.

### EXECUTIVE SUMMARY:

Multiple neighborhoods have gone over their individual postcard budgets for the fiscal year. These neighborhoods include Canemah, Caufield, McLoughlin, and Rivercrest. Caufield has already been approved for the extra funds, but the other neighborhoods need approval by CIC vote for use of inactive neighborhood funds.

### BUDGET IMPACT:

See attachment.

### GENERAL FAQs

1. **Postcard and Neighborhood Association Page Updates.** Please send any changes in positions, meeting dates or minutes to upload/revise or postcard requests directly to me at [eworthge@orcify.org](mailto:eworthge@orcify.org). Please allow up to 24 hours for a response, as I am not in the office every day during the week. If there is a time-sensitive request, I am most easily reached by my cell phone, (503) 729-3917.

2. **How to Prepare and Mail Neighborhood Association Postcards.**

Please review the link at <https://www.orcity.org/bc-cic/how-prepare-and-mail-neighborhood-association-postcards> to refresh yourself with how the city currently contracts and routes neighborhood association postcards.

3. **How Do I Learn About Development Applications in the City?**

For those interested in keeping up with the latest development applications in the city, there are two avenues for information. Please pass these sources on to your contact list as appropriate for your organization.

- a. Click on the development tab at the bottom of [www.orcity.org](http://www.orcity.org). This action will take you to a page that lists all noticed land use applications and city capital improvement projects. They are sorted by year.
- b. Subscribe to the weekly land use notice list at <https://www.orcity.org/subscribe>. Enter your email, and you will receive a weekly roundup of all land use applications notice or with updated information on the project page that week. The neighborhood box at the bottom of the page is for city projects and land use applications located within a specific neighborhood association boundary.

#### 4. Public Records Request

Are you scheduling a neighborhood meeting with a developer and want to review the pre-application materials before you meet, or have an interest in pre-application conferences in your neighborhood? You can request a copy of the application materials and staff notes through the online public records request process on the city's website [www.orcity.org/cityrecorder](http://www.orcity.org/cityrecorder). If you would like to a copy of all pre-application conferences in your neighborhood, just provide the date range in your public records request.

<https://www.orcity.org/cityrecorder/public-records-request-policy-and-form>

|                     | 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                 |               |             |               |              |             |               |               |               |             |             |             |             | \$ -          |
| June                |               |             |               |              |             |               |               |               |             |             |             |             | \$ -          |
| Remaining 22-23     | \$ 586.65     | \$ (57.30)  | \$ (368.16)   | \$ 3,091.32  | \$ 809.58   | \$ 1,170.44   | \$ (512.27)   | \$ 446.58     | \$ (223.64) | \$ 1,967.88 | \$ 2,704.44 | \$ 752.34   | \$ 6,680.40   |

Paid to Date \$ (19,319.60)

CIC Approved  
ENA -A framed Signs  
Caufiled A frame signs