

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 Beaver Creek 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 Beaver Creek & 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 Beaver Creek 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 Beaver Creek 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 public 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.