CITY OF OREGON CITY
CITIZEN INVOLVEMENT COMMITTEE (CIC)
AGENDA

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

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

CALL TO ORDER

PRESENTATIONS

1. Public Works Update-Public Works Staff
2. Historic District Review Process (www.orcity.org/planning/compatible-change) - Kelly Reid, Planner

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.

3. City Committee Appointments - Mike Mitchell
4. Commission Position Numbers - Mike Mitchell

MINUTES

5. March 4, 2019 CIC Draft Minutes
6. April 1, 2019 CIC Draft Minutes

STAFF LIAISON UPDATES

7. Staff Liaison Report

GENERAL BUSINESS

8. Neighborhood Solicitation Letter - Request for Approval

ROUNDTABLE

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

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

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 Staff Member. When the Chair calls your name, proceed to the speaker table and state your name and city of residence into the microphone. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the Citizen Involvement Committee (CIC) 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 Staff Member 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 Web site.

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

City of Oregon City

Meeting Minutes

Citizen Involvement Committee

Monday, March 4, 2019 7:00 pm, City Hall, Commission Chambers

1. Call to order

The Citizen Involvement Committee (CIC) meeting was called to order at 7:00 pm by Dennis Anderson. He was sitting in for the Chair, Amy Willhite, who was not present. He called the roll for the neighborhood associations.

Citizen Involvement Committee Neighborhoods present: Canemah, Two Rivers, Hillendale, McLoughlin, Caufield, Barclay Hills and Park Place

Citizen Involvement Committee members present: Steve Van Haverbeke, Dennis Anderson, Denyse McGriff, John Kies, Janice Morris and Roy Harris

Absent: Two Rivers, Gaffney Lane, Tower Vista, Rivercrest

Staff present: John Lewis, Public Works Director; Rachel Lyles Smith, City Commissioner; Christina Robertson-Gardiner, Senior Planner,

2. Presentations

2a. Help Oregon City Neighborhoods Go Pesticide-Free, Sharon Selvaggio, The Northwest Center for Alternatives to Pesticides (15 minutes)

Sharon Selvaggio, with Northwest Center for Alternatives to Pesticides, spoke at the public podium. She shared about the Pesticide-Free Oregon City Project, which is supported by a Metro enhancement grant. The project is trying to reach out to as many Oregon City households as possible, with the purpose of asking people to make a pesticide-free pledge as a way to keep families and pets safe from pesticides, conserve pollinators, and protect streams. The team has a resource packet that they hand out door-to-door. They also are doing outreach at farmers' markets through social media, community groups, and neighborhood associations. The packet contains an overview brochure, a pledge form, information about the organization, a question-and-answer flyer on solving common pest problems, a lawn care guide, and a how-to guide for talking with landscape services. The project goals are to receive 200-plus pesticide-free pledges and to share pesticide-free resources with 600 households. John Lewis, Public Works director, discussed cleaning up stormwater drains, stream quality, and how this project could help. Ms. Selvaggio invited the neighborhood associations to volunteer, take packets, and share the information.

2b. Village at the Falls – Neighbors Helping Neighbors Stay Neighbors, Diane Peterson (15 minutes)

Diane Peterson, the outreach coordinator for Village at the Falls, and Anne Batey, the Village at the Falls Chair, spoke at the public podium. They informed that CIC that they are forming a

group of volunteers to help Oregon City residents remain in their homes as they age. This program will serve Oregon City, Beavercreek and Redland. Membership costs would be around $25 to $50 per month and could be on a sliding scale. In addition to volunteers, they would have screened professionals help older members. Ms. Peterson let the committee members know that she was recruiting volunteers and identifying potential members for a planned 2020 launch. She asked the committee members to spread the word about her organization. She said she wants to schedule a meeting with each of the neighborhood associations to get the word out. She encouraged the committee members to volunteer for her organization if they had time. The committee members asked questions and Ms. Peterson answered them.

Rachel Lyles Smith, City Commissioner, informed everyone that there is a community enhancement grant program in Oregon City. The City receives funds for this from Metro. The City contact for the grant is Lori Bell. She encouraged Ms. Peterson and Ms. Batey to apply on behalf of Village at the Falls. The City website has more information about the grant program.

3. Public Comments

Mr. Anderson asked if there were any public comments. There were none.

4. Staff Liaison Update on Questions from the Last Meeting

4a. Staff Liaison Update on Questions Asked at the Previous Meeting

Christina Robertson-Gardiner let the CIC know about three attachments that were in their packet from the January 2019 meeting. One was from a presentation from the 99E tunnel work that ODOT presented in January. The second was the Beavercreek concept plan PowerPoint. The third was the 2018-2019 postcard budget. She also mentioned that she would send everyone the PowerPoint from the Pesticide-Free Oregon City presentation and the email for that group.

5. Elections

5a. CIC Vice President

Mr. Anderson asked for any nominations for Vice President. Denyse McGriff nominated Steve Van Haverbeke. Roy Harris seconded the motion. Mr. Anderson asked if there were any other nominations. There were none.

Denyse McGriff moved that the nominations be closed. Janice Morris seconded the motion. Roll call vote: Steve Van Haverbeke, aye; Dennis Anderson, aye; Denyse McGriff, aye: John Kies, aye; Janice Morris, aye; Roy Harris, aye. The motion passed, 6-0.

6. General Business

6a. Work Plan #1 Goal 3: Develop Resources to Help Maintain Active Neighborhood Associations

Roy Harris spoke to the committee regarding setting up a small display with flyers at the Oregon City Farmer's Market and the National Night Out event. He said he was planning to stop by the Farmer's Market one Saturday to get information. He said he had received information from Chris Wadsworth at the Police Station about National Night Out--it will be held at The End of the Oregon Trail this year.

7. Roundtable

7a. Upcoming Neighborhood Association Meetings

Hillendale Neighborhood

Roy Harris said that the Steering Committee meeting scheduled for 3/5/2019 would be pushed back a week to 3/12/2019. The next general meeting is in April 2019.

Caufield Neighborhood

John Kies spoke for the Caufield neighborhood. The association hadn't met since November 2018. At the last meeting, they had a lively conversation about the Beavercreek Concept Plan.

Barclay Hills Neighborhood

Janice Morris informed the group that the Barclay Hills Steering Committee meeting was held in February 2019. The general meeting would be the second week of March 2019. She let the committee know that she looked into whether or not people were getting mailed their cards. She determined that the cards were being sent out.

Park Place Neighborhood

Steve Van Haverbeke informed the committee that Park Place held a Steering Committee meeting on February 18, 2019. They discussed equitable housing in Oregon City. The next meeting is on March 18, 2019.

Canemah Neighborhood

Dennis Anderson announced that the Canemah general meeting was the previous week. They discussed the projects going on in Canemah and had a presentation by Kelly Reid.

McLoughlin Neighborhood

Denyse McGriff informed the committee that the next meeting would be on Thursday, March 7, 2019, at the Fire Station. The Pesticide-Free Oregon City group and Kelly Reid would be presenting at that meeting. The neighborhood group finalized its goals for the year. On March 14, 2019, there would be a Pi Day fundraiser. The next Steering Committee meeting is in April 2019.

Ms. Robertson-Gardiner gave updates. There was an open house for the Beavercreek Concept Plan in January 2019. There will be a second open house on April 9, 2019, at the Oregon City High School Library. The hearing schedule is posted on the City's webpage. Kelly Reid and the Historic Resource Board are updating their policies. Ms. Reid was planning to present the updates to Canemah and McLoughlin neighborhoods. If other neighborhoods wanted her to present to them, they should ask. Ms. Robertson-Gardiner shared that there will also be an open house at the next Historic Review Board meeting on April 2, 2019, from 4 – 6 pm.
Rachel Lyles Smith gave updates to the CIC about the Park Place and South End Concept Plan designs and code revisions that were proposed. She recommended that if anyone had any comments, send them in. The City Commission meeting on Wednesday, March 6, would discuss food carts, shelters, and other popular topics. She encouraged everyone to look at the agenda

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and send in their comments. Ms. Lyles Smith commented that she looked forward to communications with this group about the CIC in general. She recommended some ideas for future meetings. She let the CIC know about an open house on March 19, sponsored by Metro at the Veterans of Foreign Wars (VFW) Hall, discussing three different projects. There would be an open house on March 20 regarding the Molalla Avenue streetscape project. Planning was underway for the City's 175th Anniversary Celebration. Work began on the new Police Court/City Commission building.

The meeting was adjourned at 8:31 pm.

Minutes taken by Tara Morissette

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City of Oregon City

Meeting Minutes

Citizen Involvement Committee

April 1, 2019 7:00 PM City Hall, Commission Chambers

1.) Call To Order 7:00 PM

Members Present: Steve Van Haverbeke, Janice Morris, Dennis Anderson, Linda Baysinger, John Kies, Vern Johnson, Denise Beasley

Members Absent: Amy Willhite

Staff Present: Laura Terway, Community Development Director, Rachel Lyles Smith, City Commissioner, Tony Konkol, City Manager

2.) Presentation

2a.) OSU Extension Service and Research Center, Michael C Bondi

The presenter did not show up, so there was no presentation

3.) Public Comment

Bob La Salle, of Park Place, spoke of how the Park Place Concept Plan had gone through so many phases and committees, and now the developer had decided to eliminate a large portion of it, which was on the April 17th agenda for the City Commission for discussion. He noted that in the agenda attachment, Laura Terway, Community Development Director, had recommended that the changes proposed not be approved. Mr. La Salle wanted to go on public record to express his thanks for her recommendation.

4.) Staff Liaison Update

4a.) Staff Liaison Update on Questions Asked at the Previous Meeting

Ms. Terway handed out a packet of information from the last Citizen Involvement Committee (CIC) meeting, and had nothing else to add to that.

5.) Minutes

5a.) Minutes of the January 7, 2019 Regular Meeting

Ms. Terway handed out the January 7, 2019 minutes for approval.

John Kies moved to accept the January 7th minutes, and Dennis Anderson seconded the motion. Steve Van Haverbeke, aye; Janice Morris, aye; Dennis Anderson, aye; Linda Baysinger, aye; John Kies, aye; Vern Johnson, aye; Denise Beasley, aye. Motion to accept the January 7th minutes was carried unanimously.

6.) General Business

6a.) Citizen Involvement Committee Roles and Responsibilities

Ms. Terway presented a document to the CIC which outlined their roles and responsibilities. It talked about the purpose of the CIC, responsibilities, length of appointment, and a summary of time commitments. City Commissioner Rachel Lyles Smith pointed out that the CIC was having an issue with time commitment from members outside of meetings. Mr. Anderson voiced a concern of having sufficient numbers of members throughout neighborhoods to have follow-through on projects, and felt that the CIC needed to do better in getting people to participate. Denise Beasley asked what community events the CIC participated in, and Mr. Van Haverbeke stated National Night Out, farmer's market, and Safety Fair.

Mr Van Haverbeke called for a motion to be made.

John Kiesmoved to accept the CIC report on roles and responsibilities of members. Vern Johnson seconded the motion. Steve Van Haverbeke, aye; Janice Morris, aye; Dennis Anderson, aye; Linda Baysinger, aye; John Kies, aye; Vern Johnson, aye; Denise Beasley, aye. The motion to approve the report passed unanimously.

7.) Roundtable

Mr. Johnson, Tower Vista, found a YouTube video produced by KOMO TV called "Seattle is Dying" and recommended that the CIC members watch it to inform themselves about what other cities were doing to provide solutions to homelessness.

Ms. Baysinger, Canemah, said their Steering Committee had a meeting about the City wanting individual neighborhood associations to have booths at National Night Out, but they could not figure out what was involved with setting a booth up, or what the City expected them to do. She requested that Staff follow up with answers at the next meeting.

Mr. Anderson, Canemah, asked if their booth could have a raffle to generate funds. He also wondered if all neighborhoods would commit to being at National Night Out, and if they could pool their organizational resources and help each other. The next meeting will be April 20th.

Mr. Kies, Caufield, reported that they had a problem with their last meeting, since it was supposed to be held at the school district's bus barn facility, and due to it being spring break, nobody was there to let them in. He said he had wanted to discuss at that meeting the idea of having a shuttle to take people downtown to help alleviate parking issues.

Janice Morris, Barclay Hills, let the CIC know that at their last association meeting, their police liaison suggested having a flashing light at the crosswalk at Barclay School due to the extreme danger of crossing the street there at night.

Mr. Van Haverbeke, Park Place, had a Steering Committee meeting about the Park Place Concept Plan, and they drafted a letter supporting no developer-requested changes to the project.

Ms. Beasley, McLoughlin, shared that Kelly Reid, City Planner, came to their last meeting to talk about the Historic Review Board policy updates and open house. They also set goals for the year, and had a pie auction that raised $1064.

Ms. Terway let the CIC know that the Beavercreek Road Concept Plan meeting was going to be April 9th from 7-8:30 at the high school. She also verified with each association that the dates, times and locations of their meetings on the City website were correct.

Ms. Lyles Smith informed the CIC that the Historic Review Board open house would be at City Hall on Thursday, April 4, from 4-6. She also announced that Denyse McGriff had been appointed as the newest City Commissioner.

Tony Konkol, City Manager, said the City was in the process of writing a new two-year budget, and that there would be a Budget Committee meeting on May 6th at the Pioneer Center for public comment. He let the CIC know that the I-205 Widening Project was moving to the construction phase, and to be prepared for a big impact on traffic in Oregon City. He stated the Meyers Road Extension was finalizing its construction plans, and the Molalla Road Project from Beavercreek Road to Highway 213 was in design phase.

7.) Adjournment

The meeting was adjourned at 8:09 PM.

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CITY OF OREGON CITY

Staff Report

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

To: Citizen Involvement Committee **Agenda Date:** January 4, 2021

From: Senior Planner Christina Robertson-Gardiner

SUBJECT: STAFF LIAISON UPDATES

The following was added to the city's monthly e-newsletter (https://www.orcity.org/subscribe). It will remain on the e-newsletter for the 1st half of 2021 if space allows. Feel free to re-purpose to use with your community contacts/newsletters.

Are you looking to be more involved in your community?

Both active and inactive neighborhood associations are looking for a diverse range of residents who want to help make their community a better place to live. Check out the **neighborhood associations page** on the city website to find your neighborhood association contacts. If you reside in an inactive neighborhood, contact Bob LaSalle, Citizen Involvement Committee Chair jeanbob06@comcast.net, or Christina Robertson-Gardiner, CIC staff liaison crobertson@orcity.org to learn how you can help re-form your neighborhood association.

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 great ways to get the information. Please pass this information on to your contact list as appropriate for your organization.

a. Click on the development tab at the bottom of 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 a weekly land use notice list at <https://www.orcity.org/subscribe>. (Under Community/Public Information on Main Page) Enter your email, and you will receive a weekly roundup of all land use applications noticed or updated that week in the city. The neighborhood box at the bottom is for city projects and land use applications that are located within a specific neighborhood association boundary. We are beta testing the neighborhood subscription option-so; please let me know if you have any issues.

Public Records Request

Are you scheduling a neighborhood meeting with a developer and want to review the pre-application materials before you meet? You can request a copy of the application materials and staff notes through the online public records request process on the city's website.

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

Trail News Monthly E-newsletter
Sign up to get the Trail News Monthly E-newsletter in your mailboxes at https://www.orcity.org/subscribe

Dear Neighbor,

Are you aware that the City of Oregon City encourages and supports civic engagement? You live in the _____ neighborhood, one of eleven (11) neighborhood associations that have been established in Oregon City. Currently, there are eight (8) active neighborhood.

I am writing to you to encourage an ask you to participate in _____ Neighborhood Association. There are no fees or registration required to participate in your neighborhood association. Just gather with your neighbors to help make your neighborhood a better place to live. We are looking for a diverse range of residents to get involved.

Another aspect of Oregon City's public involvement program is the Citizen Involvement Committee (CIC). The CIC is made up of two (2) representatives from each neighborhood, who focus on ways to support greater public participation and communications between the citizens and the City government. Neighborhood Associations select two (2) members to represent them for a two year term and are appointed by the mayor. The CIC works with elected officials and city staff to find ways to provide two-way communications on city projects and programs that affect neighborhood associations. The duties of the CIC include, but are not limited to, the following:

- Encourages public participation and knowledge of land use planning in Oregon City;
- Encourages public participation in other government activities that could impact neighborhoods;
- Provide information to the public, city staff, Planning Commission, and the City Commission;
- Assist in requests from the city board, commissions, and the City Commission and;
- Address and assist neighborhoods with issues and concerns.

Meetings of the CIC are held on the first Monday of each month at City Hall and now currently on Zoom. The meetings begin at 7:00 pm and are approximately 2 hours in length.

Would you be interested in participating in organizing and/or joining the CIC? For more information, please contact me at jeanbob06@comcast.net or Christina Robertson-Gardiner, CIC staff liaison, at crobertson@orcity.org. We look forward to hearing from you and how you can help your community.

Sincerely,

Bob LaSalle, Chair
Citizen Involvement Committee