



**CITY OF OREGON CITY
CITIZEN INVOLVEMENT COMMITTEE
MEETING MINUTES**

City Hall Mt. Hood Room, 625 Center St., Oregon City
Monday, October 6, 2025 at 7:00 PM

1. CALL TO ORDER AND ROLL CALL

Chair, Linda Baysinger called the meeting to order at 7 p.m.

PRESENT:

Linda Baysinger, Donna Renee Larsen, John Kies, Betty Mumm, Duane Hanson, Christopher Nolte, Mark Beatty, Sara Peterson, Josh Kayser, Denise Beasley, Tim Powell, Bob La Salle, and Commissioner Adam Marl.

STAFF: *Hannah Schmidt and Josh Wheeler.*

EXCUSED: *Dennis Anderson.*

ABSENT: *None.*

2. PRESENTATIONS

- a. Josh Wheeler, Assistant City Engineer, presented information about Ziplly Fiber's installations throughout Oregon City. His presentation covered franchise utilities, public utility easements (PUEs), and specific information about Ziplly Fiber's operations in the city.

Since approximately 1990, these utilities have been located in public utility easements (PUEs), typically underground. Wheeler explained that PUEs are necessary because the area under roadways is already congested with water, sewer, and storm lines. PUEs are typically located on private property behind sidewalks, with a width of 10 feet for residential properties and 5 or 10 feet for commercial properties. Homeowners may use these areas for landscaping but at their own risk, as utilities have the right to access these areas.

Ziplly Fiber, previously GTE, offers broadband to 1.3 million people across Washington, Oregon, and Idaho. Ziplly has obtained 13 permits in Oregon City, each for different regions of the city. The permits require Ziplly to restore landscaping, sidewalks, or driveways to a like condition after installation. The city's role is to permit and verify easements, but it does not regulate how utilities install their lines, only whether they are allowed to install them.

Wheeler showed a map of areas where Ziplly is currently installing fiber, including South End, Tower Vista, Hazel Grove - Westling Farm, Hillendale, and Gaffney

Lane. He noted that Ziply might expand to other areas in the future, including Park Place, but this would depend on the success of their current installations.

Wheeler emphasized that residents don't have to use Ziply's services even if the company installs lines in their neighborhood. He also noted that there had been some communication missteps, with some residents not receiving proper notification before work began. Wheeler stated that the city had met with Ziply to improve their outreach efforts.

During Q&A, residents raised concerns about installation impacts, with Wheeler addressing how the city sets standards and plans future collaboration with the community and Ziply.

- b. Betty Mumm, Chris Nolte, and Mark Beatty provided an update on the social media work group that was formed at the last meeting.

Mark reported that he had consulted his brother, a marketing professor, about free marketing options. He noted that despite exploring other avenues, postcards remain highly effective for his neighborhood association, with 80% of their 50 meeting attendees attributing their attendance to postcards.

Chris discussed the idea of collaborating with Clackamas Community College marketing classes to develop strategies for increasing neighborhood association participation, particularly targeting the 30-45 age demographic. This would have the dual benefit of providing marketing students with a real-world project while potentially introducing them to neighborhood associations.

Betty mentioned that she had reached out to Commissioner Adam Marl about working with the Youth Advisory Commission to learn about social media strategies. A meeting was scheduled for October 13th at 6:30 PM in the Mount Hood Room at City Hall. Betty emphasized that one challenge they had identified was the perception that renters shouldn't be involved in neighborhood associations, which they hope to address.

The group plans to continue working on these initiatives and will share what they learn with all neighborhood associations.

3. PUBLIC COMMENTS

Tom Geil, Vice Chair of Park Place neighborhood association raised concerns about declining business in downtown Oregon City since the courthouse moved, noting that Mesa Fresca restaurant had closed due to lack of lunch traffic. He expressed concern about the Caring Place and its potential impact on downtown businesses. Commissioner Marl responded that the city is considering implementing an "exclusion zone" to address disruptive behavior downtown.

4. APPROVAL OF MINUTES

- a. Betty Mumm moved to approve the August 4, 2025, Citizen Involvement Committee Meeting Minutes. Duane Hanson seconded the motion. Unanimous approval.

5. STAFF LIAISON UPDATES

- a. Hannah Schmidt, Community Engagement Specialist, provided several updates:
 1. Trail News: If there were any edits, they should have been submitted by 12 PM that day. Hannah Schmidt noted that she would make edits for South End Neighborhood Association's meeting schedule. She mentioned that staff had been instructed to cut back on pages for Trail News, so neighborhood associations should focus on their most important messaging.
 2. CIC Appointments: Hannah explained that the CIC works on a two-year term cycle, with the next term beginning January 2026. Members who have submitted a CIC application since January 1, 2025, won't need to submit a new application but will need documentation showing their neighborhood association has nominated them as representatives. Those who have been on the CIC for almost two years without submitting an application since January 1, 2025, will need to submit a new application by the end of December.
 3. Nature and Neighborhoods Community Choice Grants: Hannah asked if anyone had attended the pop-up booth at the farmers market and provided a link for online input on proposed projects.
 4. Postal Rate Increases: Hannah reported that the US Postal Service implemented its biannual increase in July, and Eagle Mailing Services would be adjusting their rates effective October 1, 2025. Hannah emphasized that joining mailings across neighborhood associations helps reduce costs.
 5. Residential Mailing List Updates: Address lists were updated on September 11, with slight increases noted for Park Place and other neighborhood associations.
- b. Hannah Schmidt updated the committee on the budget savings from bulk mailings, noting that as of September 26, 2025, the CIC has saved an estimate of \$2,636.13 through coordinated mailings.

Donna Renee Larsen from Caulfield asked about using budget funds for date cutouts and QR code decals. Hannah Schmidt confirmed that neighborhood

associations can use their allocated funds for these purposes, noting that Caulfield had saved an estimated \$666.36 as of September 26, 2025.

6. GENERAL BUSINESS

a. The committee discussed the schedule for November and January postcards. For November mailings:

- After discussion, the committee agreed that postcard designs would be due to Hannah Schmidt by October 28.
- The postcards would arrive in residents' mailboxes by November 6th at the latest.
- Participating neighborhood associations would include Canemah, Caulfield, Gaffney Lane, and Hazel Grove/Westland Farm.
- McLoughlin would not participate in this bulk mailing due to timing constraints.
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For January mailings, Hannah presented a preliminary schedule. The committee decided to revisit January's mailing schedule at their November or December meeting.

7. ROUNDTABLE

Canemah NA: The Chair reported that at their September 18th meeting, they took a poll about how attendees learned of the meeting, finding it was evenly split between postcards and signs. They will be selecting CIC representatives at their November meeting.

Caulfield NA: Donna Renee Larsen reported that John Keyes had stepped in as co-chair after Deby Butzer resigned. Their recent ice cream fundraiser was fun but didn't meet financial goals. Their last meeting featured Commissioner Adam Marl, Commissioner Mike Mitchell, and Mayor Denyse McGriff. Donna Renee Larsen also brought up concerns about the lack of barriers on the Holcomb Road bridge over Highway 213.

Gaffney Lane NA: Duane Hanson mentioned their upcoming street cleanup that weekend along Myers Road to Caulfield and down to Highway 213. Betty Mumm added that they had the new principal of Gaffney Lane Elementary School attend their meeting, along with Tammy Owens discussing wildfire prevention, and representatives from the new courthouse. Duane Hanson mentioned that McLoughlin's emergency prep presentations had inspired him to organize similar efforts.

Hazel Grove/Westling Farm NA: Chris Nolte asked other associations about which financial institutions they use for neighborhood accounts. He also reported that they

had completed their housekeeping issues and would be voting on amended bylaws in November. They're excited to move forward with projects and activities.

Hillendale/Tower Vista NA: Sarah Peterson reported their next meeting would be the following night, featuring a land use proposal for a large development at the corner of Molalla Avenue and Beaver Creek Road, and a presentation by Robin Bergeron from Oregon City Together.

McLoughlin NA: Had an eventful meeting on July 16 with presentations on PGE's electric car pole charging program and sidewalk issues. They also heard from the Homeless Solutions Coalition of Clackamas County about their project breaking ground on September 8. Upcoming events include Porch Fest (August 9-11) with 95 bands/entertainers, a neighborhood yard sale the same weekend with 47 participants signed up, and selling snow cones at the Concerts in the Park. McLoughlin also held a successful event with the Model A, Model T, and LaSalle Cadillac Club, with about 35 people and 18 cars participating.

Park Place NA: Bob LaSalle announced his resignation from the CIC and the Park Place steering committee after 15 years of service, expressing pride in helping transform the CIC into a "truly citizen involvement committee." The new CIC representatives will be the chair and vice chair of Park Place NA.

South End NA: Bill Carton introduced himself as the new chair, with Mark Greer as vice chair, Kathy Robertson as secretary, and Ryan Harris as treasurer. They plan to elect CIC representatives before the next CIC meeting and are considering a road cleanup project for Warner Parrott Road.

Commissioner Adam Marl provided updates on upcoming city commission meetings, including an October 21 work session regarding potential support for the Caring Place facility on Main Street. He expressed concerns about providing city funding for this project since it's past the design stage. He also commended the CIC's social media initiative, noting that postcards currently yield only about a 1.25% attendance rate.

Tim Powell from McLoughlin NA reported that the neighborhood association basement had been reorganized with new shelving for each association. They were planning a cleanup day in November with B&B Leasing providing recycling bins.

8. ADJOURNMENT

Chair Linda Baysinger adjourned the meeting at 9:13 p.m.

Respectfully submitted,

Hannah Schmidt
Date Approved: 11/03/2025