



CITY OF OREGON CITY YOUTH ADVISORY COMMISSION MEETING MINUTES

City Hall Mt. Hood Room, 625 Center St., Oregon City, OR 97045
Monday, September 8, 2025 at 7:00 PM

1. CALL TO ORDER AND ROLL CALL

2024-2025 Youth Advisory Commission Vice Chair, Myles Kinney called the meeting to order at 7:04 p.m.

PRESENT: 13

Bettie Chappell, Cole Solari, Donald Bredehoeft, Elyjah McFarland, Emma Artman, Evan Conley, Gaby Rysdam, Hadley Taylor, Hyrum Freestone, Jack Solari, Justin Evers, Max Bishop, Myles Kinney, Sydney McFarland, Commissioner Adam Marl, Mayor Denyse McGriff, and Commissioner Scott Wilson.

STAFF: *Hannah Schmidt, Community Engagement Specialist*

EXCUSED: *McKenzie Taylor.*

ABSENT: *None.*

2. OATH OF OFFICE

- a. Commissioner Adam Marl administered the oath of office to the Youth Advisory Commission members. All members stood, raised their right hands, and repeated the oath.

3. PUBLIC COMMENTS

No public comments were provided.

4. DISCUSSION ITEMS

- a. Members participated in an icebreaker activity using Skittles. Based on the color of Skittle chosen, each member answered a specific question after introducing themselves with their name, school, and grade. Questions ranged from favorite movies and TV shows to karaoke song choices and things members were grateful for. City Commissioners Adam Marl, Scott Wilson, and Denise also participated in the activity.

- b. Hannah Schmidt presented an overview of the changes to the Oregon City Municipal Code chapter regarding the Youth Advisory Commission. She explained that the code was recently amended to allow more flexibility for members who live outside city limits but attend school in Oregon City. Previously, only two members could live outside city limits, but the new code states that the majority of members must live within Oregon City.

Schmidt reviewed key requirements in the bylaws, including:

- Each member is allowed three unexcused absences
- Each member must attend three volunteer outreach events
- The Youth Advisory Commission needs to table at least one community outreach event.

Schmidt emphasized that communication is important if members cannot attend meetings and noted that virtual attendance options are available. She also explained that the code of conduct is flexible and based on two-way communication, with the Mayor having discretion regarding member removal for non-compliance.

The commission discussed the meeting time, with some members noting that the current schedule conflicts with school board meetings. After discussion, they decided to revisit the topic later in the meeting.

- c. Hannah Schmidt provided training on Robert's Rules of Order and public meeting policies. She explained that these skills would be valuable for members in future roles on boards and committees and emphasized the importance of courtesy, order, and ensuring all voices are heard.

Key points covered included:

- Definition and purpose of Robert's Rules of Order
- Meeting structure and agenda format
- The concept of quorum (requiring 8 of 15 members present)
- How to make motions, seconds, and amendments
- The role of the chair in facilitating discussion
- The importance of meeting minutes as a public record

Schmidt provided each member with a binder to keep meeting materials organized throughout the term. She emphasized that Youth Advisory Commission meetings are public meetings, though they are not livestreamed like other city meetings.

5. ELECTIONS

- a. Hannah Schmidt explained the roles and responsibilities of the chair, vice chair, and secretary:

- Chair: Leads meetings, works with staff to create agendas, ensures all voices are heard
- Vice chair: Assists the chair, runs meetings in chair's absence, takes meeting minutes if no secretary is appointed
- Secretary: Takes meeting notes for the public record

Nominations were opened for Chair. Justin Evers was nominated by a member and seconded by Elijah McFarland. Myles Kinney was also nominated and seconded. Both candidates gave brief speeches highlighting their experience and qualifications. A blind vote was conducted, and Justin Evers was elected chair.

For vice chair, nominations included Elijah McFarland, Sydney McFarland, Myles Kinney, and Jack Solari. All candidates gave speeches explaining their qualifications and reasons for wanting to serve. After a blind vote, Sydney McFarland was elected vice chair.

Hadley Taylor was nominated by Gaby Rysdam for secretary. After a vote, Hadley Taylor was unanimously voted in as secretary for the 2025-2026 term of the Youth Advisory Commission.

6. GOAL ALIGNMENT SESSION

- a. Hannah Schmidt presented a document outlining the accomplishments of the 2024-2025 Youth Advisory Commission, which was the same report previously presented to the City Commission. She also shared the results of an evaluation survey from the previous term, noting that only eight responses were received. She emphasized the importance of feedback to improve the commission's functioning.
- b. The previous term, the commission had established working groups focused on youth nicotine addiction (the top priority), youth houselessness, youth election involvement, and youth physical and mental health. Each group had created SMART goals and worked toward them throughout the term.

Members discussed whether to continue with these working groups or establish new ones:

- Elijah McFarland moved to create a survey similar to the one used last year to determine priorities for working groups and whether to continue previous working groups, including whether youth nicotine addiction should remain the primary focus for the commission. Seconded by a member. Motion passed unanimously.

Hannah Schmidt agreed to create and distribute the survey. She noted that while it's important to give all members input on priorities, she wanted to ensure the

commission didn't "reinvent the wheel" each year, as the nine-month term with monthly meetings provides limited time to accomplish goals.

7. COMMUNICATIONS

- a. Hannah Schmidt provided information on upcoming events and opportunities:
- League of Oregon Cities Conference (October 3rd): The city can fund the chair and vice chair to attend the youth section of this conference. Justin and Sydney would need to confirm their availability, with Elijah and Jack as alternates.
 - Nature and Neighborhoods Community Choice Workshop (September 20th): An opportunity for input on park development in Clackamas County.
 - Ivy Pull volunteer event: Hannah invited members to participate in this community service opportunity.
 - Citizen Involvement Committee collaboration: The CIC is interested in working with youth commissioners on social media outreach. Hannah will send out potential dates for a work session.

Members also briefly discussed the possibility of creating a Youth Advisory Commission social media presence. Hannah explained that this would require discussion with the communications manager and careful consideration of city branding guidelines.

- b. Hannah reminded members to submit their volunteer forms, either by photo or bringing them to the next meeting.

8. APPROVAL OF MINUTES

- a. A motion was made to approve the minutes from the June 9, 2025, meeting. Seconded by Max Bishop. Motion passed unanimously.

9. ADJOURNMENT

Chair Justin Evers adjourned the meeting at 9:20 p.m.

Respectfully submitted,

Hannah Schmidt, Community Engagement Specialist
Date Approved: 10/13/2025