



CITY OF OREGON CITY CITIZEN INVOLVEMENT COMMITTEE MEETING MINUTES

City Hall Mt. Hood Room, 625 Center St., Oregon City
Monday, May 4, 2026 at 7:00 PM

1. CALL TO ORDER AND ROLL CALL

Chair Josh Kayser called the meeting to order at 7:00 p.m.

PRESENT:

Linda Baysinger, Rita Batchley, John Kies, Joy Allen, Betty Mumm, Duane Hanson, Christopher Nolte, Mark Beatty, Sara Peterson, Josh Kayser, Amy Wilson, Tim Powell, Ryan Richards, Bill Carton, Kathy Robertson, and Commissioner Adam Marl

STAFF: *Hannah Schmidt, Community Engagement Specialist*

EXCUSED: *Donna Renee Larsen and Dorothy Dahlsrud*

ABSENT: *None*

2. PRESENTATIONS

- a. The Chair introduced the presenters: Ben Hemson and Rachel Trice from the HBA of Greater Portland, with Sam Thomas managing the slides remotely. Hemson highlighted the Street of Dreams as a key event for the building industry and Trice emphasized enthusiasm about returning to Oregon City for the event's fiftieth anniversary, noting its significance. Key points of the presentation included:
 - The HBA is a nonprofit organization across six counties, not solely focused on luxury housing but on diverse residential construction projects.
 - **Location:** The event will be held at Sears Farm in Oregon City, featuring seven lots with "spectacular views of Portland." Themed "Land and Legacy," it honors the Sears family's history.
 - **Schedule:** Runs Thursday to Sunday for four weekends from July 30 to August 23, 2026.
 - **Key Dates:** July 28 for the VIP Block Party and August 4 for Realtor Day. Fewer than 3,000 visitors are expected on the busiest day.
 - **Parking:** Due to Holcomb Elementary's construction, parking will be at the Sears Farm, with golf carts available.
 - **Community Engagement:** Offering no-parking signs and discounted tickets to neighbors, with outreach to local businesses to boost economic engagement.

Questions from the Citizen Involvement Committee:

Committee member Linda Baysinger asked whether CIC members would receive tickets to the VIP Block Party event and how distribution would be coordinated. Trice confirmed that tickets could be arranged through Staff Liaison Hannah Schmidt, and that a discount code could also be provided for broader distribution.

Committee member Ryan Richards inquired about overflow parking at Holcomb Elementary, which led to Trice's clarification about the Serres Farm on-site parking plan described above.

The Chair thanked the presenters, and Trice closed by expressing the HBA's commitment to being available as partners throughout the process.

3. PUBLIC COMMENTS

Three public comments were received, leading to the addition of an agenda item (Item 6c) to discuss letters of support for the grant applications presented.

Sharon Benson — SMART Reading: Sharon Benson, from SMART Reading, requested a letter of support for a \$10,000 Metro Community Enhancement Grant application. SMART Reading, a volunteer-run children's literacy nonprofit, operates at three Oregon City sites, serving low-income and English learner students by providing books and reading support. Achievements were noted: 39% of Oregon third graders meet benchmarks, compared to 64% in SMART programs. Upon inquiry, Benson confirmed all grant funds would support Oregon City sites, with SMART celebrating its 35th anniversary this fall.

Bill Street — Hillandale Pickleball Club: Bill Street, representing the Hillandale Pickleball Club along with co-founder Rita, sought support for a \$40,000 Oregon City grant. Funds would be used for removing toxic railroad ties and resurfacing courts, with costs partially covered by the club and matching city contribution. The court serves residents, fosters diverse community engagement, and has economic impacts, attracting tourism funds. Details included environmental concerns over chemical leaching, with technical solutions proposed. Questions about environmental studies were raised, yet no expertise was declared by Street. The request, unrelated to installing a permanent restroom, focuses on club infrastructure improvements.

Devinnie Castaño Márquez — Hannah Grace Family: Devinnie Castaño Márquez, from Hannah Grace Family, requested a grant for the Ascend Music Program, a free after-school music program aiding students with diverse needs. Situated near Jimmy's Pizza, the program accommodates 52 students (with 150 on a waitlist) and relies heavily on volunteers, totaling 1,800 hours logged. The \$35,000 grant would cover direct instructional costs. There is focus on gradual expansion, as seen during their Teddy Bear Parade participation. No current provision for transportation exists, though session time flexibility supports varied family schedules.

4. APPROVAL OF MINUTES

- a. The Chair noted one correction to the April 6, 2026, Work Session minutes: on the second page, in the third paragraph beginning with John's name, the final sentence contained a pronoun reference to "they" that should have read "CIC." The correction was noted as changing the reference to read that the CIC is supposed to receive copies, rather than "they."

Betty Mumm moved to approve the minutes as amended. Sara Peterson seconded. Unanimously approved.

- b. The Chair identified three corrections to the April 6, 2026, General Meeting Minutes.

On the first page, under Presentations, the school superintendent's name was recorded incorrectly and should be corrected to Dayle Spitzer (not Spencer). This correction would also apply where the name appeared again on page two. On page three, under Staff Liaison Updates, the community resource fair was listed as "spring ford" and should be corrected to read "Spring Forward Community Resource Fair."

Tim Powell moved to approve the minutes as amended. John Kies seconded. Unanimously approved.

5. STAFF LIAISON UPDATES

- a. **Trail News Delivery:** Schmidt reported that she had heard from Hazel Grove Representative Chris Nolte that the earliest residents received the May Trail News was April 30. She confirmed that she had included deadlines through August in the current staff report. Schmidt emphasized to committee members and neighborhood association chairs that Trail News deadlines do not follow a fixed recurring schedule (e.g., "always the third Wednesday") and urged everyone to refer to the calendar attached to the staff report within each published CIC agenda packet every month. Her goal, in alignment with Communications Manager Jarrod Lyman, is for the Trail News to arrive in residents' mailboxes on the first of each month, with timing dependent on where weekends and holidays fall in a given month. She noted she reaches out to neighborhood association leadership approximately one week before each deadline.

E-Trail News: The electronic Trail News was distributed with information about the May and June meetings and an advertisement for the Canemah Historic Cemetery Cleanup on May 9.

Innex Cube Policy: Neighborhood Associations who utilize the Community Development Community Room for neighborhood meetings were notified of the newly available Innex Cube policy. Schmidt noted that setup instructions are

included within the video-conferencing device itself and clarified that the Innex Cube is available exclusively to Neighborhood Associations and city staff — not to all users of the community room.

Metro Nature and Neighborhoods Community Choice Grants: Schmidt corrected an earlier reference in the staff report (which had erroneously been labeled the "Community Enhancement Grant") and confirmed the correct name is the Metro Nature and Neighborhoods Community Choice Grant. She advised committee members that the second round of voting is now live on Metro's website. Committee members can review individual projects before casting their votes. Votes for up to five projects are permitted, and Schmidt encouraged members to prioritize Oregon City projects to ensure Metro dollars are reinvested locally.

Clackamette Park Open House: The Parks and Recreation Department formally invited all CIC members to attend a public open house regarding new plans for Clackamette Park on Thursday, May 21, from 6:00 to 8:00 PM at the Robert Libke Public Safety Building.

CIC Nameplates and Badges: Schmidt informed the committee that the replacement nameplates ordered following the last meeting had arrived but were not the product as advertised and were returned. The refunds will be allocated back to the CIC overhead budget. Staff is now exploring in-house fabrication options in collaboration with Public Works, and Schmidt expressed hope that new nameplates will be available by the next meeting.

- b. There were no questions about the CIC's budget sheet within the provided staff report.

6. GENERAL BUSINESS

- a. The Chair presented the updated 2026–2027 CIC Goals document, noting that one substantive change had been made since the committee's prior discussions: the grievance process provisions had been removed. He explained that the City Commission had previously voted to remove the CIC's grievance process role from city code on the basis that the committee lacks the decision-making authority and professional training (e.g., as mediators) required to fulfill that function. The Chair confirmed he had reviewed the city commission meeting recording and supporting materials before making the edit, and that the document now reflects a notation of when the provision was removed from code, with those sections crossed out.

No corrections or concerns were raised by committee members.

John Kies moved to approve the 2026-2027 Citizen Involvement Committee Goals. The motion was seconded by Sara Peterson. Motion carried with unanimous consent.

Staff Liaison Schmidt confirmed she would post the updated goals on the CIC's webpage and distribute the final copy by email.

- b. Staff Liaison Schmidt reported on progress made toward displaying all neighborhood association proclamations and resolutions. She explained that Two Rivers Neighborhood Association, established in 2013, did not have a proclamation because it was formed approximately ten years after most other neighborhood associations. Working with the City Recorder's office and the Mayor, Schmidt arranged for a comparable certificate to be created, produced, and framed for Two Rivers.

She noted that Gaffney Lane, Park Place, McLoughlin, and South End had existing framed proclamation copies, which are currently stored in the neighborhood association basement along the window side. City facilities staff have been notified via a work ticket, and the Facilities Manager visited Schmidt's desk to take measurements and assess placement options. Schmidt expressed hope that all twelve neighborhood association resolutions, proclamations, and certificates would be displayed in the Community Development room by the next meeting.

- c. Letters of Support – Metro Enhancement Grant Applicants
(added to the agenda before the public comment period)

Earlier in the meeting, Amy Wilson sought clarification on the Metro Community Enhancement Grant program. The Chair explained that approximately \$240,000 is funded through per-ton fees at the Oregon City Metro transfer station, with a cap of \$40,000 per applicant. The CIC endorses applicants but doesn't allocate funds; the Enhancement Grant Committee comprising of City Commissioners and citizens make those final decisions. Letters of Support for applicants were encouraged but not required this cycle. Commissioner Adam Marl clarified that unspent funds roll over and that, although revenues are declining, this indicates more recycling.

The Chair opened discussion on whether the Committee wished to endorse the three organizations that had presented during the public comment period — SMART Reading, the Hillandale Pickleball Club, and Hannah Grace Family/Ascend Music Program — for the Metro Community Enhancement Grant.

Amy Wilson raised the previously discussed criteria favoring tangible physical assets, questioning how service-oriented applicants like SMART Reading and Hannah Grace Family would fare under that framework. The Chair and Commissioner Marl clarified that tangible assets are one scoring factor for the grant committee, not a requirement, and that the CIC's role is simply to determine whether to lend its endorsement — not to evaluate grant worthiness under the full scoring rubric. The Chair noted that books (SMART Reading) and musical instruments (Hannah Grace Family) could reasonably be considered tangible assets.

Committee Member Sara Peterson moved to support all three applicants without further deliberation. Duane Hanson seconded the motion. The motion was carried with unanimous consent.

The Chair indicated he would sign the letters of support on behalf of the CIC following the meeting. Staff Liaison Schmidt confirmed she would ensure copies were distributed to all grant applicants and to City staff liaison, Ann Griffin.

7. ROUNDTABLE

Canemah NA: Linda Baysinger reported that the Canemah Neighborhood Association's most recent meeting was held on April 17, with Metro as a guest speaker discussing parks and trail programming. Concerns were raised at the meeting regarding wildfire risk given the park's proximity to fire-prone areas. Attendance was down approximately five members from prior meetings. The neighborhood is planning to produce T-shirts for association members to wear at presentations and events. Linda reported that the Oregon City Police also attended and that there was a substantive discussion about the challenge of managing homeless encampments in Canemah's parks, with camps being dispersed only to reappear elsewhere. Rita Batchley announced the following upcoming Canemah events:

- Cemetery Cleanup — May 9, 9:00 to 11:00 AM at the Canemah Cemetery. Attendees are welcome to bring weed trimmers. Donuts provided.
- The Canemah Cemetery will be open over Memorial Day weekend with veteran flags placed.
- Annual Cemetery Workshop Demonstration — May 30, 10:00 AM to 1:00 PM at the Canemah Cemetery. The event covers proper headstone cleaning techniques. No equipment necessary. Donuts provided.
- Ice Cream Social — Sunday, June 28, 3:00 PM at Canemah Children's Park

Staff Liaison Schmidt reminded Canemah representatives to send her event details by email so she can distribute them to the neighborhood's email subscribers.

Caufield NA: John Kies noted that the Caufield Neighborhood Association meeting is scheduled for May 26, and acknowledged that without co-representative Donna Larsen present, he was unable to provide full detail on the agenda. A full report of the May meeting will be presented at the next CIC meeting.

Elyville NA: Joy Allen reported that the Elyville Neighborhood Association's next general meeting is May 12, with Clackamas County Fire and the Oregon City Police planned as attendees. Representatives from the housing authority will attend to provide a general overview and a specific update on the Clayton Moore House, including issues that have arisen and remediation efforts taken. The meeting will also include a Stafford Park update, addressing the ongoing matter of trees that were cut down during adjacent

apartment construction. The meeting will also address an upcoming vice president vacancy, as well as an update on Newel Creek Canyon walking path developments and community discussion regarding proposed fast-food development on the lot across from Safeway — Joy noted that most Elyville residents are not enthusiastic about additional fast food or associated traffic. Commissioner Adam Marl confirmed he would be attending the Elyville meeting. The Elyville Ice Cream Social is scheduled for August 22 at Barclay Hills Park, from 1:00 to 3:00 p.m.

Joy also raised a broader concern about the use of the abbreviation "NA" in the Trail News and on neighborhood signs, noting that residents often confuse it with homeowners' associations (HOAs). She and other committee members expressed that the distinction between a neighborhood association and an HOA is not well understood, and that this perception can discourage engagement. Staff Liaison Schmidt explained that the terminology "neighborhood association" is the established legal language used in the city's resolutions. She acknowledged the feedback and suggested that neighborhoods send suggestions to Communications Manager Jarrod Lyman. The committee discussed the possibility of drafting a brief explanatory blurb for the Trail News — ideally in advance — so that Lyman could insert it when space becomes available, potentially in the June issue.

Gaffney Lane NA: The Gaffney Lane Neighborhood Association's next general meeting is scheduled for May 19. Confirmed speakers include Scott Archer from Parks and Recreation and Mayor Denyse McGriff. Efforts are underway to recruit a local business presenter for the meeting, continuing the format of featuring local business at each meeting. Duane Hanson mentioned a successful street clean-up last weekend and announced a Hands-Only CPR and AED Training event on Saturday, May 23, from 10:00 AM to noon at Prince of Life Lutheran Church on Myers Road (near the duck pond behind WinCo). He noted spots are still available and encouraged attendance.

Hazel Grove/Westling Farm NA: Chris Nolte reported that the neighborhood's next meeting would be on Thursday, with a presentation that would feature a seasonal fire prevention and awareness update from Clackamas County Fire. He noted that Commissioner Adam Marl would also be a guest speaker at their meeting with a Q&A session and updates on the City. Nolte also announced that the neighborhood will be having a Picnic in the Park at Hazel Grove Park on June 7.

Hillendale/Tower Vista NA: Sara Peterson reported their most recent meeting had normal attendance. Seth Henderson presented plans for the courthouse building. Additionally, a representative from Chick-fil-A attended to inform the neighborhood that the company intends to proceed with its building independently, separate from the larger mixed-use development plan that had included apartments.

McLoughlin NA: Tim Powell reported the McLoughlin Neighborhood Association meeting is on Thursday, May 7, featuring Laura Roast from Xerces Society on pollinators and conservation. The agenda includes sign-ups for the 7th street cleanup and Concerts in the Parks, plus plans to clean and repaint the neighborhood sign at 7th/Singer Hill by month's end. A T-shirt raffle is also planned for the upcoming

meeting. Powell heard five neighbors praised Trail News for its helpful info, with three planning to attend future meetings. He also noted the McLoughlin Neighborhood Sale for the second weekend of August will align with Porchfest and the arts festival, with preparations beginning Thursday and reservations opening mid-to-late May.

Park Place NA: Ryan Richards reported that the Park Place Neighborhood Association recently purchased six double-sided signs to advertise upcoming meetings. He encouraged other neighborhoods to consider similar signage if they have funds available. A neighborhood cleanup and landscaping effort is planned for Sunday, May 17, in preparation for the association's upcoming events. The general membership meeting is on Monday, May 18, and will include presentations on the Street of Dreams and an update from the Clackamas Housing Authority on development activity in the area. The neighborhood's larger community party is scheduled for June 7, from 1:00 to 3:00 PM. Richards noted that the quorum concern around inviting multiple city commissioners to the same event had been resolved, as they could now divide attendance between the two simultaneous events occurring that day.

South End NA: Bill Carton reported that South End had its second neighborhood association meeting since reconstitution, and its first without the use of postcards. Using the city email distribution coordinated by Staff Liaison Schmidt, the meeting drew 25 members. A street cleanup held the prior Saturday brought out approximately nine participants. He noted that the area was remarkably clean, with city staff observing it may be the cleanest street in the city – the most notable piece of litter found was a broken pair of sunglasses. The neighborhood intends to expand cleanup efforts to cover additional streets.

Guests at the most recent South End meeting included Clackamas County Fire and Parks and Recreation. Parks presented new play structure plans at Chapin Park, where existing equipment has reached the end of its approximately 20-year lifespan. Carton also presented on emergency preparedness – specifically the two-week preparedness framework – emphasizing knowing one's neighbors and identifying vulnerable residents. He offered to present on library resources and the Library of Things program to any other neighborhood association interested in a briefing.

Commissioner Adam Marl provided three updates for the upcoming Wednesday City Commission meeting:

1. The Urban Renewal Commission will hear from consultants reporting on the second year of water quality studies in Clackamet Cove, as the City continues to explore remediation of summer algal blooms with the long-term goal of restoring recreational access to the waterway.
2. He highlighted a consent agenda item regarding the Holcomb Safe Routes to School Change Order: while the project is complete and has meaningfully improved walking conditions for students traveling to Holcomb Elementary, the construction timeline was delayed due to a lack of cooperation from franchise utilities in relocating their assets. The change order represents a project cost increase of \$40,000. Commissioner Marl stated he has directed staff to pursue

all available legal means to recoup those additional costs from the responsible utilities.

3. Chick-fil-A development has been appealed to the City Commission by the developer, who disagreed with certain conditions imposed by the Planning Commission; he refrained from further comment in order to remain neutral heading into that proceeding.

Commissioner Adam Marl commended the committee and neighborhood associations for becoming vibrant community hubs rather than just forums, noting their active involvement and engagement is what neighborhood associations should aspire to be.

Betty Mumm raised the question of whether the \$1,000 allocated to each neighborhood association must be spent by the end of the fiscal year (June 30, 2026). Staff Liaison Schmidt confirmed there is \$1,000 per neighborhood association allocated through June 30, with an additional allocation planned for the next fiscal year beginning July 1. The Chair noted that a formal discussion of the 2026–2027 CIC budget and spending parameters should be placed on the next meeting's agenda, including a review of what expenditure types are and are not permitted. Committee Member Linda Baysinger suggested that the permitted use categories be expanded to include items like ice cream social costs and signage. The Chair encouraged members to come to the next meeting with specific suggestions.

8. ADJOURNMENT

Josh Kayser adjourned the meeting at 8:44 p.m.

Respectfully submitted,

Hannah Schmidt, Community Engagement Specialist
Date Approved: 6/01/2026