



CITY OF OREGON CITY YOUTH ADVISORY COMMISSION AGENDA

City Hall Mt. Hood Room, 625 Center St., Oregon City, OR 97045

Monday, September 14, 2026 at 7:00 PM

Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
 - Register to provide electronic testimony (email hschmidt@orc.org or call 503-496-1510 by 3:00 PM on the day of the meeting to register)
 - Email hschmidt@orc.org (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)
-
-

1. CALL TO ORDER AND ROLL CALL

2. OATH OF OFFICE

- a. Youth Advisory Commission Oath of Office

3. PUBLIC COMMENTS

Please see the public comment guidelines below.

4. DISCUSSION ITEMS

- a. Introductions and Ice Breaker
- b. Overview of Youth Advisory Commission Handbook

5. ELECTIONS

- a. Chair
- b. Vice Chair
- c. Secretary

6. GOAL ALIGNMENT SESSION

- a. Youth Advisory Commission Work Group Assignments
- b. Working Group SMART Goals
 - Environment Work Group
 - Civic Leadership Work Group
 - Youth Wellness Work Group

7. COMMUNICATIONS

- a. September Staff Report
- b. Youth Advisory Commission Volunteer Form

8. ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the clerk. When the Chair calls your name, proceed to the speaker table, and state your name and city of residence. Each speaker is given 3 minutes to

speak. As a general practice, the committee does not engage in discussion with those making comments. Complaints shall be addressed at the department level prior to addressing the committee.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder 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 Website.

Video Streaming & Broadcasts: The meeting is streamed live on the [Oregon City's website](#) and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.



OATH OF OFFICE



I, EVA LOPEZ, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Oregon, along with the Oregon City Municipal Charter and Code. I will to the best of my ability, faithfully perform the duties of Youth Advisory Commissioner of Oregon City during my incumbency thereof.

EVA LOPEZ
Youth Advisory Commissioner

DENYSE C. MCGRIF
Mayor

ADAM MARL
City Commissioner

Date: September 14, 2026



OATH OF OFFICE



I, GABRIEL JOHNSON, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Oregon, along with the Oregon City Municipal Charter and Code. I will to the best of my ability, faithfully perform the duties of Youth Advisory Commissioner of Oregon City during my incumbency thereof.

Gabriel Johnson
Youth Advisory Commissioner

DENYSE C. MCGRIF
Mayor

ADAM MARL
City Commissioner

Date: September 14, 2026



OATH OF OFFICE



I, HAYDEN TEEL do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Oregon, along with the Oregon City Municipal Charter and Code. I will to the best of my ability, faithfully perform the duties of Youth Advisory Commissioner of Oregon City during my incumbency thereof.

Hayden Teel
Youth Advisory Commissioner

DENYSE C. MCGRIF
Mayor

ADAM MARL
City Commissioner

Date: September 14, 2026



OATH OF OFFICE



I, LEVI MANSELLE do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Oregon, along with the Oregon City Municipal Charter and Code. I will to the best of my ability, faithfully perform the duties of Youth Advisory Commissioner of Oregon City during my incumbency thereof.

Levi Manselle
Youth Advisory Commissioner

DENYSE C. MCGRIF
Mayor

ADAM MARL
City Commissioner

Date: September 14, 2026



OATH OF OFFICE



I, PEYTON KIEFFER do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Oregon, along with the Oregon City Municipal Charter and Code. I will to the best of my ability, faithfully perform the duties of Youth Advisory Commissioner of Oregon City during my incumbency thereof.

Peyton Kieffer
Youth Advisory Commissioner

DENYSE C. MCGRIF
Mayor

ADAM MARL
City Commissioner

Date: September 14, 2026



OATH OF OFFICE



I, QUINTIN VETTER do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Oregon, along with the Oregon City Municipal Charter and Code. I will to the best of my ability, faithfully perform the duties of Youth Advisory Commissioner of Oregon City during my incumbency thereof.

Quintin Vetter
Youth Advisory Commissioner

DENYSE C. MCGRIF
Mayor

ADAM MARL
City Commissioner

Date: September 14, 2026



OATH OF OFFICE



I, ZIRUI ZHU do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Oregon, along with the Oregon City Municipal Charter and Code. I will to the best of my ability, faithfully perform the duties of Youth Advisory Commissioner of Oregon City during my incumbency thereof.

Zirui Zhu
Youth Advisory Commissioner

DENYSE C. MCGRIF
Mayor

ADAM MARL
City Commissioner

Date: September 14, 2026



OREGON
CITY

YOUTH ADVISORY COMMISSION HANDBOOK

Table of Contents

PURPOSE	Pg 1
----------------	------

ABOUT US

WHO WE ARE & WHAT WE DO	Pg 2
------------------------------------	------

WHAT WE VALUE	Pg 3
----------------------	------

MEMBER RESPONSIBILITIES

REQUIREMENTS	Pg 4
---------------------	------

HOW TO BE SUCCESSFUL	Pg 5
-----------------------------	------

CODE OF CONDUCT	Pg 6
------------------------	------

OREGON CITY GOVERNMENT

OREGON CITY FLOWCHART	Pg 7
------------------------------	------

BOARDS & COMMITTEES	Pg 8
--------------------------------	------

PUBLIC MEETINGS

LEADERSHIP ROLES	Pg 10
-------------------------	-------

MEETING FORMAT	Pg 11
-----------------------	-------

ROBERTS RULES OF ORDER	Pg 12
-------------------------------	-------

WORK GROUPS & GOALS

WORK GROUPS	Pg 14
--------------------	-------

GOAL ALIGNMENT SESSION	Pg 15
-------------------------------	-------

PAST PROJECTS	Pg 16
----------------------	-------

SMART GOAL TEMPLATE	Pg 17
----------------------------	-------

YAC RESOURCES

CONTACT LIST	Pg 18
---------------------	-------

MARK YOUR CALENDAR & STAY CONNECTED	Pg 19
--	-------

REFERENCE MATERIALS	Pg 20
----------------------------	-------



PURPOSE OF THIS HANDBOOK

This book is intended to serve as your guide during your time on the Youth Advisory Commission (YAC). The YAC is governed by the Oregon City Municipal Code (OCMC) Chapter 2.62. and the Youth Advisory Commission Bylaws. This document is meant to summarize the information from those two governing documents in a more digestible format for YAC members. New and returning members should utilize it to better understand their roles, responsibilities and opportunities available to them as youth leaders within the Oregon City community.

ABOUT US

WHO WE ARE

The Oregon City Youth Advisory Commission was created in October of 2022 to provide local high school students a voice in their municipal government. Members are freshman – seniors in high school who are enrolled in a school within Oregon City limits or reside within City limits.



WHAT WE DO

The Youth Advisory Commission is an official advisory committee within the City of Oregon City. It is structured to provide youth a voice in our local government structure to provide feedback to the elected leadership within Oregon City known as the City Commission. The Youth Advisory Commission meet monthly during the school year from Sept – June on the second Monday of each month. Meetings are held in the Mount Hood Room of Oregon City Hall and begin around 7 p.m.

The Youth Advisory Commission provides the space for youth to...

- Build leadership skills
- Learn the roles and responsibilities of being a committee member under Roberts Rules of Order
- Build an understanding of the functions of the City of Oregon City
- Serve as youth advocates and discuss issues of concern within their community
- Provide input to the City of Oregon City and the City Commission on policies, practices, and projects that affect students
- Identify, plan, and execute projects and events for the benefit of youth within the Oregon City community

WHAT WE VALUE



RESPECT

Valuing every person's voice, experience, and perspective



COLLABORATION

Working together toward shared goals rather than individual agendas



COURAGE

Speaking up respectfully, especially when representing youth perspectives that may be unpopular or overlooked.



ACCOUNTABILITY

Taking ownership of responsibilities and decisions



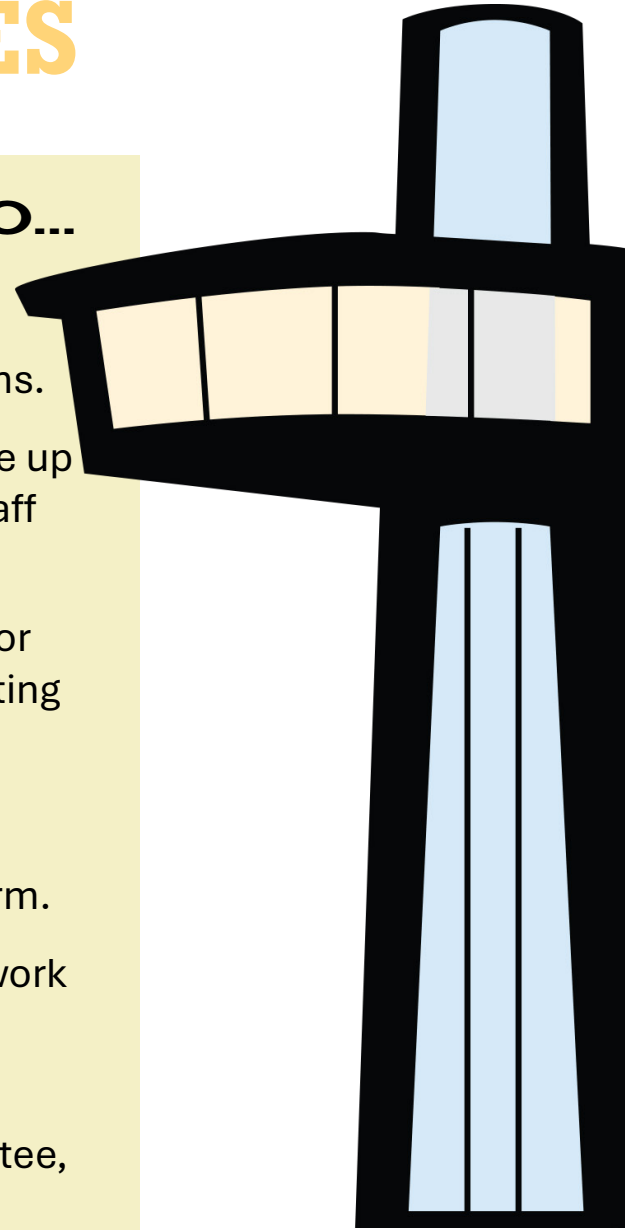
GROWTH

Viewing the commission as a place to learn, develop, and improve together

YAC MEMBER RESPONSIBILITIES

MEMBERS ARE EXPECTED TO...

- **Attend monthly YAC meetings** from September through June and actively participate in discussions.
- **Maintain regular attendance.** Members may have up to three excused absences and must notify the staff liaison in advance.
 - Missed meetings may be made up by attending or watching another City board or committee meeting within the following month.
 - Unexcused absences will not be tolerated.
- **Take the Oath of Office** at the beginning of the term.
- **Participate in the Goal Alignment Session** and work collaboratively toward their work group's goal throughout the term.
- **Support YAC community outreach.** As a committee, YAC will host a table at at least three community events during the term.
 - This can include conducting outreach at schools to help recruit for the upcoming term
- **Attend at least three community outreach events** during the term. These may include YAC tabling events, school outreach, or other approved community activities.
- **Participate in occasional City facility tours** and other YAC learning opportunities.



YAC ELIGIBILITY

Members must be enrolled in high school for the academic year and either live within Oregon City limits or attend a school within Oregon City limits. At least 8 of the 15 YAC members must be Oregon City residents.

TO BE A SUCCESSFUL MEMBER...

BE PREPARED: Show up to the meetings prepared by reviewing the agenda packets that are sent out a week in advance.¹

USE YOUR VOICE: Share your ideas, ask questions, respectfully challenge ideas, and advocate for what you believe is best for youth and the community.

BE COMMITTED: Dedicate your time, energy, and effort each month and OUTSIDE of meetings to support your work groups goal and serving the community throughout the term.

SHOW UP: It is your responsibility to show up to community events and represent the YAC. Be sure to review the staff reports each month for a list of upcoming events and opportunities.²

ENCOURAGE YOUTH ENGAGEMENT: Help spread the word about opportunities for youth to share their voices and get involved in community decisions.

LEAD WITH RESPECT: Treat fellow members, staff, and community partners with kindness and respect, even when opinions differ.

KEEP AN OPEN-MIND: Listen to different perspectives, consider new ideas, and learn from others' experiences.

EXPAND YOUR NETWORK: Get to know fellow YAC members, connect with youth from different schools and experiences, and build relationships with community organizations and leaders to learn, collaborate, and grow.

COMMUNICATE: Share your thoughts clearly, listen actively, and communicate with staff and members about your availability, attendance, and any questions.

¹Agenda packet: A collection of materials provided to you before a meeting to help understand the topics and decisions that will be discussed.

²Staff report: A document in the agenda packet that provides background, updates, and information on topics for the YAC to consider. Monthly staff reports include relevant City updates and upcoming City and community events.

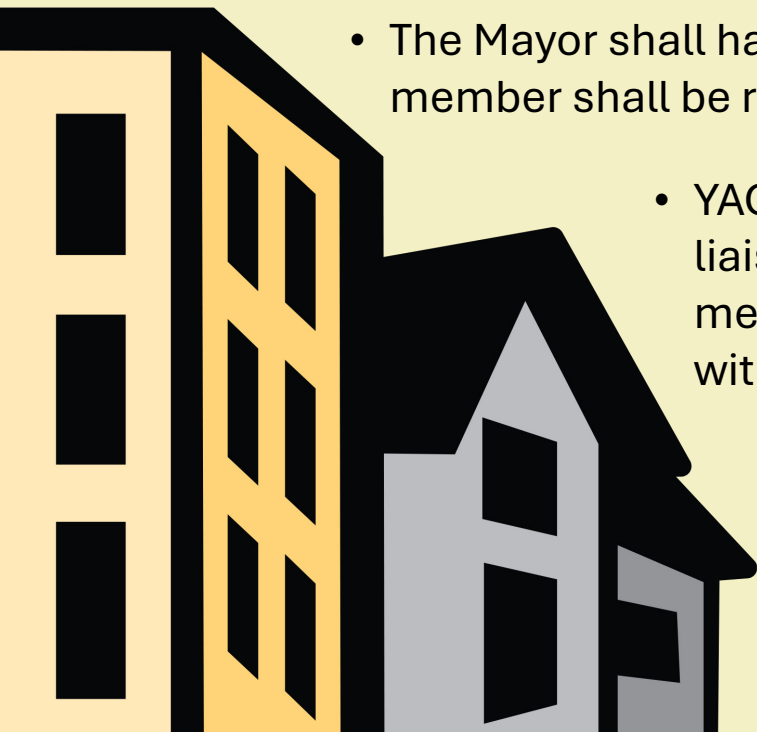
CODE OF CONDUCT

- Members of the Youth Advisory Commission shall be held to the highest standards of citizenship, scholarship and participation.
- It is considered inexcusable for YAC members to have ANY unexcused absences and may have no more than 3 excused absences. An absence shall be considered excused provided advanced notice of 24 hours is provided to the chairperson and staff liaison or is determined to be excused by the chairperson and staff liaison.
- Absences may be made up for by attending a City of Oregon City commission, advisory board, or committee meeting within 30 days of the absence.
- Members shall remain in good standing at their school by maintaining passing grades and abiding by the school code of conduct.
- Violations of the code of conduct and expectations of this section shall be reviewed by the member, chairperson, vice chairperson, City Commission liaison, staff liaison and the Mayor with a goal of improving the performance and participation of the member.

- The Mayor shall have the sole discretion to determine if a member shall be removed from the YAC.

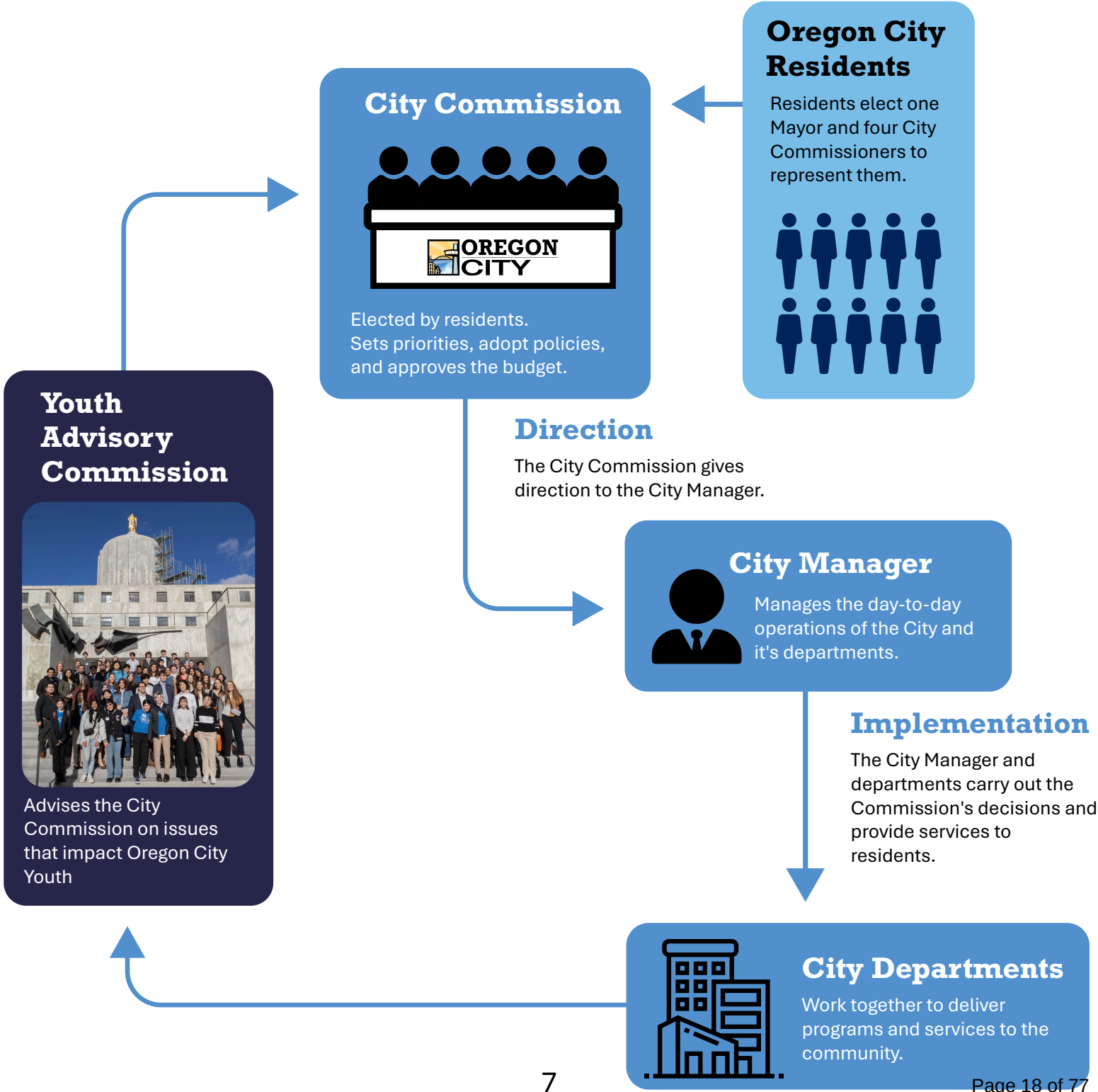
- YAC members may speak with the staff liaison or the City Commission liaison if a member has any questions or concerns with the Code of Conduct.

- Expectations made by YAC for youth and adults alike – anyone who enters the room.



OREGON CITY GOVERNMENT

Oregon City's local government is designed to serve its residents. Residents have the power to elect the City Commission, which sets the City's priorities, establishes policies, and makes major decisions for the community. The City Manager and City departments then work together to carry out those decisions, while boards and committees provide recommendations that help guide the Commission. The flowchart below illustrates how these different parts of local government, including the YAC, work together to serve Oregon City.



BOARDS & COMMITTEES

The Youth Advisory Commission is just one of the many boards and committees within Oregon City. Below is a break down of all the board/committees/commissions that outlines the power structure. City Commission sits on the top as the primary decision makers as our elected officials.



The Youth Advisory Commission does not make policy or direct City operations. Instead, it serves as an advisory role by:

- Providing youth perspectives on City issues.
- Making recommendations to the City Commission.
- Offering feedback and ideas to City staff and Departments.
- Partnering with staff on projects that affect young people and the broader community.
- Aid the City in youth engagement strategies



PUBLIC MEETINGS

The Youth Advisory Commission conducts their work through regular monthly public meetings. During these meetings, members discuss current projects, hear presentations from City staff and community partners, provide recommendations on issues affecting youth, and plan future activities.

YAC meetings are conducted in accordance with Oregon Public Meeting Law and generally follow Robert's Rules of Order, which provide a fair and organized process for discussion, motions, and voting.

Public Meeting Laws

As an official advisory commission of the City of Oregon City, YAC meetings are open to the public.

This means:

- Meeting agendas are published in advance.³
- Meetings are open for anyone to attend.
- Meeting minutes are recorded and made available to the public.⁴
- Members conduct business in a transparent and accountable manner.

These requirements help ensure public trust and encourage community participation in local government.

³Meeting agenda: A list of items to be discussed at a meeting.

⁴Meeting minutes: A legal record of business conducted at a meeting.

LEADERSHIP ROLES

Strong leadership helps YAC meetings run smoothly and stay on track. Each leadership role has specific responsibilities that help the group stay organized, make decisions, and accomplish its goals.

Chair

Must be a junior or senior YAC member

- Serves as the YAC's primary student leader. The Chair runs meetings, keeps members and work groups on track toward their goals, and works with the Staff Liaison to develop meeting agendas and line up guest presenters who can help educate the YAC. The Chair also helps assign tasks and represents the YAC when providing updates to the City Commission.

Vice Chair

Must be a junior or senior YAC member.

- Supports the Chair in leading the YAC and steps in to run meetings when the Chair is absent. The Vice Chair helps develop meeting agendas, tracks YAC activities and financial updates as needed, and works with the Chair to provide updates to the City Commission.

Secretary

Open to any YAC member.

- Helps keep meetings organized by taking roll call and recording meeting notes and minutes, including key discussions, decisions, and action items.

Staff Liaison

- Serves as the YAC's primary City staff resource and advisor. The Staff Liaison works with YAC leadership to prepare agendas, coordinate presenters and activities, maintain official meeting records, and provide the support and resources members need to accomplish their goals.

City Commission Liaison

- Serves as the YAC's connection to the City Commission, helping members better understand City government and providing guidance when needed. The Commission Liaison also administers the Oath of Office to members at the beginning of each term.

MEETING FORMAT

Before each YAC meeting gets started, members should:

- Grab your name badge
- Add any necessary materials to your YAC binder
- Pick up your agenda packet
- Choose a seat around the dais⁵

A sample agenda is provided below to help you become familiar with the typical format of a YAC meeting. Use the numbered explanations to learn more about each agenda item.



CITY OF OREGON CITY YOUTH ADVISORY COMMISSION AGENDA

City Hall Mt. Hood Room, 625 Center St., Oregon City, OR 97045
Monday, November 10, 2025 at 7:15 PM

Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
- Register to provide electronic testimony (email hschmidt@orc.org or call 503-496-1510 by 3:00 PM on the day of the meeting to register)
- Email hschmidt@orc.org (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)

1. CALL TO ORDER AND ROLL CALL

2. PRESENTATIONS

- a. Processes of the City of Oregon City Government — Tony Konkol, City Manager and Alex Troutman, Assistant City Manager

3. PUBLIC COMMENTS

Please see the public comment guidelines below.

4. DISCUSSION ITEMS

- a. Oregon City Facility Tours
- b. If I Were Mayor... Contest

5. WORKING GROUP BREAK OUT SESSION

6. COMMUNICATIONS

- a. Youth Nicotine Addiction Working Group
- b. Youth Houselessness Working Group
- c. Environmental Working Group
- d. Education Accessibility Working Group
- e. Staff Liaison Report

7. APPROVAL OF MINUTES

- a. October 13, 2025 Youth Advisory Commission Work Session Minutes
- b. October 13, 2025 Youth Advisory Commission Meeting Minutes

8. ADJOURNMENT

1. The Chair calls the meeting to order. The Secretary conducts roll call to confirm a quorum.⁶
2. City staff, local organizations, or community partners may present on programs, issues, or opportunities for YAC input.
3. Community members may speak for up to three minutes. YAC members listen respectfully but typically do not respond or debate.
4. Topics for YAC members to discuss, share ideas, and provide input on.
5. Reference page 14 for information about YAC Work Groups.
6. Work groups provide progress updates, followed by updates from the Staff Liaison and Commission Liaison.
7. Commissioners review and approve minutes from the previous meeting. Reference page 12 for more information on how committees go about approving meeting minutes.
8. Once all agenda items have been completed, the Chair officially adjourns the meeting.

⁵Dias: The designated area at the front of the Mt. Hood Room where YAC members sit during meetings.

⁶Quorum: The minimum number of members that must be present to make the proceedings of that meeting valid. 8/15 members must be present to conduct any official business.

ROBERTS RULES OF ORDER

Robert's Rule of Order is a manual of parliamentary procedures that Oregon City utilizes to govern all commissions, committees, and boards.

Basic Guidelines:

- Courtesy for all
- Maintenance of order
- Consideration of one item at a time
- All sides have the right to be heard
- Structure provided for each member to provide input
- Majority rules
- Protection of the rights of all members, including the minority

How to make a motion

1

MOTION

- A member is acknowledged by the Chairperson to state their motion.
- "I move to..."

2

SECOND

- Another member seconds the motion
- "I second the motion"

3

DEBATE

- The motion is then open for debate
- The chairperson is responsible for ensuring that all members of the Youth Advisory Commission can share their perspectives fairly.

VOTE

4

- The chairperson asks to hear those in favor, and then those apposed.
- "All in favor..."; those in favor say "Aye"
- "All opposed..."; those in favor say "No"

5

MAJORITY RULES

- The motion is carried if the majority of members vote in favor
- The motion is lost if the majority of the members vote in opposition
- If all members vote in favor, then it is unanimous approval

Roberts Rules of Order Cheat Sheet

Action	What to say	Need a second?	Can this be debated?	Can this be amended?	Votes needed
Introduce main motion	"I move to..."	Yes	Yes	Yes	Majority
Amend a motion	"I to move amend the motion by..."	Yes	Yes	Yes	Majority
Postpone item	"I move to postpone the matter until..."	Yes	Yes	No	Majority
Recess the meeting	"I move that we recess until..."	Yes	No	No	Majority
Extend the allotted time	"I move to extend the time by ___ minutes."	Yes	No	Yes	2/3
Table a motion	"I move to table..."	Yes	No	No	Majority
Adjourn the meeting	Chair: "I adjourn the meeting at _____ time." Any member: "I move to adjourn the meeting"	Not necessary if the Chair adjourns the meeting Yes if any other member moves to adjourn.	No	No	Chair's adjournment: no vote needed Majority vote needed if any other member makes the motion.

YAC WORK GROUPS & GOALS

Work groups give YAC members an opportunity to focus on issues that matter to Oregon City youth and turn their ideas into action. At the beginning of each term, members are divided into one of three work groups:

ENVIRONMENT

Connecting youth with nature and creating a healthier, more sustainable Oregon City. This group explores environmental issues, supports local parks and natural spaces, and works with community organizations on projects that improve our environment.



CIVIC LEADERSHIP & ENGAGEMENT



Educating and empowering youth to understand local government, find their voice, and make a difference in their community. This group engages young people through learning, civic involvement, and access to local government, while creating opportunities to participate, advocate, and help shape Oregon City.

YOUTH WELLNESS

Supporting the physical, mental, and overall well-being of Oregon City youth. This group identifies challenges facing young people and works to increase awareness, resources, and community connections that help youth feel healthy, supported, and empowered.



Each work group identifies an issue or opportunity related to its theme, creates a joint goal, and works together throughout the September–June term to accomplish it. Work groups may research topics, connect with community partners, invite guest speakers, conduct outreach, advocate for change, or develop a project or initiative.

Work groups are designed to do more than just talk about an issue—they give members the opportunity to learn about it, work together, and take meaningful action.

At the beginning of every term, all Youth Advisory Commission members will take part in a Goal Alignment Session.

This is your chance to work with your assigned work group to decide on one shared goal for the term. Your goal should connect to your assigned work group's theme:

- Environment
- Civic Leadership & Engagement
- Youth Wellness

What Makes a Good YAC Goal?

A strong goal is SMART:

- Specific — What exactly do you want to accomplish?
- Measurable — How will you know you accomplished it?
- Attainable — Can your group realistically do it?
- Relevant — How does it connect to your work group's theme?
- Time-Bound — Can you complete it by the end of the term?

During the Goal Alignment Session, work together and use the SMART Goal Template to create one goal your group can realistically accomplish by the end of the term.

Revisit your goal during each Work Group Breakout Session to check your progress, make adjustments, and ensure your goal remains realistic and on track.



PAST PROJECTS

Check out projects and initiatives completed by past Youth Advisory Commission members for inspiration as you develop your work group goals.

Mental Health Fair

In 2023, the YAC hosted a Mental Health Fair connecting local youth and families with nearly a dozen organizations offering mental health, wellness, counseling, and support resources. The event helped raise awareness of available resources and encouraged conversations around youth mental health and well-being.



High School Clothing Drive & Free Shopping Event



In the spring of 2024, the YAC partnered with the PTA Clothes Closet of Clackamas County to organize a community clothing drive and free shopping event for local high school students. Commission members helped collect and prepare donations, ultimately serving more than 30 community members and connecting students in need with free clothing.

Resolution No. 25-04 - Advocating for a Flavored Tobacco Ban

The YAC advocated for banning flavored tobacco products at the local, county, and state levels. Their efforts led the City Commission drafting and adopting Resolution No. 25-04 in the winter of 2025. YAC members also visited the State Capitol and met with legislators to advocate for SB 702, a statewide bill addressing flavored tobacco and synthetic nicotine products.



SMART GOAL TEMPLATE

GOAL		EXPLANATION	ANSWER
Specific	• What exactly do we want to accomplish? • What issue or need are we trying to address? • Who is this goal intended to impact or benefit?		
Measurable	• How will we know if we made progress or accomplished our goal? • Can our progress be measured quantitatively (numbers/data) or qualitatively (feedback, experiences, outcomes)? • What tools or methods could we use to track our progress? • What would success look like?		
Attainable	• Is this something the Youth Advisory Commission can realistically accomplish or influence? • What resources, information or support will we need? • Will we need help from City staff, community organizations, schools or other partners?		
Relevant	• Does this goal fit the purpose and role of the Youth Advisory Commission? • Why is this issue important to youth in Oregon City? • How could accomplishing this goal benefit local youth or the broader community? • On a scale of 1–10, how meaningful is this goal to us? Why?		
Time-Bound	• Can this goal realistically be accomplished by the end of the term? • What is the deadline for completing the goal? • What key steps or milestones need to happen throughout the year to stay on track? • What should be accomplished by June for us to consider this goal complete?		

YAC RESOURCES

CONTACT LIST

STAFF LIASION

COMMUNITY ENGAGEMENT COORDINATOR, Hannah Schmidt | hschmidt@orccity.org | (503) 729-3917

CITY COMMISSION

MAYOR Denyse McGriff dmcgriff@orccity.org	COMMISSIONER Adam Marl amarl@orccity.org	COMMISSIONER Micheal Mitchell mmitchell@orccity.org	COMMISSIONER Rocky Smith, Jr. rsmith@orccity.org	COMMISSIONER Scott Wilson swilson@orccity.org
---	---	--	--	--

OREGON CITY DEPARTMENTS

CITY RECORDER

Jakob Wiley
recorderteam@orccity.org

Helps ensure properties and activities follow City codes and regulations. The department responds to concerns and works with property owners to address issues that can affect neighborhood safety, appearance, and quality of life.

COMMUNITY DEVELOPMENT

Kelly Hart
khart@orccity.org

Helps guide the City's growth and development to support a safe, well-designed, and sustainable community. The department works across different areas of development to help shape how Oregon City grows and changes over time.

COMMUNICATIONS

Jarrold Lyman
jlyman@orccity.org

Keeps the community informed about City services, decisions, projects, and events while creating opportunities for residents to share ideas, provide feedback, and participate in local government.

FINANCE

Matt Zook
mzook@orccity.org

Manages and monitors the City's finances, including budgeting, accounting, financial reporting, and payments.

HUMAN RESOURCES

Patrick Foiles
pfoiles@orccity.org

Supports the City's workforce by helping recruit and retain employees, provide training and benefits, and create a productive, fair, and supportive workplace.

LIBRARY

Morgan Sohl
msohl@orccity.org

Provides access to information, technology, programs, and community spaces that support learning, creativity, and connection.

MUNICIPAL COURT

ocmuni@orccity.org
Serves as the City's judicial branch and handles certain local legal matters. The court helps ensure cases involving City laws and regulations are handled through a fair and established legal process.

PARKS & RECREATION

Scott Archer
sarcher@orccity.org
Provides and maintains parks, recreational facilities, programs, and activities that support health, play, connection, and quality of life for people of all ages.

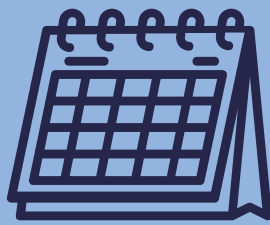
POLICE

Chief Shaun Davis
sdavis@orccity.org
Protects public safety by responding to emergencies and calls for service, preventing and investigating crime, enforcing laws, and building relationships with the community.

PUBLIC WORKS

Dayna Webb
ocpublicworks@orccity.org
Builds, maintains, and manages essential public infrastructure and services, including roads, water, sewer, and other systems that keep the community safe, healthy, connected, and functioning.

MARK YOUR CALENDAR



Below are meetings and events that are important to add to your calendar:

YAC Meetings

- Second Monday of every month from Sept - June in the evening. Meetings typically begin promptly at 7 p.m. and last about 2 hours. Exact meeting times can vary slightly from term to term.

YAC Tours

- Typically be scheduled directly in advance of YAC meetings from approx. 6 -7 p.m.

If I Were Mayor Contest

- December - March
- YAC assists in advertising and judging the local contest.

Spring Forward Community Resource Fair

- Second Saturday of March
- YAC hosts a table at the event



STAY CONNECTED



You can stay in the loop with what is happening in Oregon City through these communication channels:

Monthly Staff Reports

- Each YAC meeting agenda packet includes a monthly staff report under the Communications agenda topic. It highlights City updates, upcoming City events, and community happenings.

Trail News

- Oregon City's monthly community newspaper, delivered to residents with City news, updates, events, and community information.

E-Trail News

- The City's electronic newsletter featuring City updates, announcements, events, and community information. Use the QR code to subscribe and receive updates by email.

Oregon City Socials

- Follow us **@cityoforegoncity** on Instagram and Facebook. The City shares news, updates, events, and opportunities for residents to connect and engage with the community. You might even see the YAC featured on our social media from time to time!

REFERENCE MATERIALS

Use these reference materials throughout your YAC term to better understand how the Commission operates and to help guide your work. This section includes governing documents, past YAC examples, and helpful templates you can refer to when seeking outlets to advice the City Commission on topics pertenant to youth in the Oregon City Community.

Reference Material	Page
Youth Advisory Commission Bylaws	21
Oregon City Municipal Code Chapter 2.62	25
Resolution 25-04: In Support of A Flavored Tobacco & Synthetic Nicotine Ban	28
Sample Letter of Recommendation - Lake Oswego Youth Leadership Council	30
Sample Written Public Comment	32

Youth Advisory Commission Bylaws

Last amended June 9, 2025

1. Creation

- a. The Oregon City Youth Advisory Commission (YAC) was established under Ordinance No. 22-1006 and subsequently modified by Ordinance No. 23-1003.
- b. The purpose of the YAC is to “provide local students a voice in their municipal government, build an understanding of governance and leadership and to provide opportunities to engage and serve the community. The Youth Advisory Commission shall be guided by the belief that local involvement at a young age is crucial to ensuring a well informed and engaged citizenry in the future and to provide an opportunity for members to become equipped with the knowledge and leadership skills necessary to become active contributors in the community now and in the future.” (Ord. No. 24-1006, OCMC 2.62.015)

2. Membership

The Youth Advisory Commission shall consist of at least nine youth members and no more than 15 members. One non-voting City Commissioner to be appointed by the Mayor:

- a. The YAC membership criteria are described in the Oregon City Municipal Code (OCMC) 2.62.020.
- b. The term of service is officially considered from September through June, but the existing YAC members may continue to meet informally from June through September as needed.

3. Officers

- a. The YAC shall elect a chairperson and vice chairperson at the beginning of each term. The YAC have the option to elect a secretary who would be responsible for taking meeting minutes at the YAC meetings.
 - i. The staff liaison will be responsible for supplementing the meeting minutes at the YAC meetings to ensure sufficient Minutes are recorded.
- b. The chairperson shall act as the chair of the YAC, unless unavailable. If the chairperson is unavailable, the vice chairperson shall act as chair of YAC meetings.
- c. If an officer submits a resignation from their position of chairperson or vice chairperson, the YAC members may immediately vote to appoint a new officer.
- d. If neither the chairperson nor vice chairperson are present at a certain meeting, the YAC shall select a chair pro tem from the members present.

4. YAC Goals and Updates

- a. The YAC may from time to time adopt goals, work plans, or priorities. These goals must not conflict with the City Commission's goals and budget allocations.
- b. Each year, the YAC chairperson and vice chairperson shall provide an update to the City Commission on the YAC's activities and plans or at other appropriate times.
- c. The YAC shall table at least three community events per session to help promote their goals and events.

5. Date, Time, and Locations of Meetings

- a. Regular meetings of the YAC shall be held on the second Monday of each month from September through June, unless another date is selected for a specific meeting.
- b. Summer meetings of the YAC shall be held on the second Monday of each month, or at a time convenient to enable maximum participation determined by the staff liaison.
- c. Special meetings may be called as needed for tours, activities, or to address other issues that could not be discussed at a regular meeting.
- d. YAC meetings shall be held at 7:00 PM, unless another time is selected for a specific meeting.
- e. YAC meetings shall be typically held at Oregon City – City Hall located at 625 Center St, Oregon City, OR 97045. This rule does not prevent the YAC from meeting at another location for a special purpose or for the convenience of its members.

6. Agendas, Minutes, and Decisions

- a. The staff liaison or designee shall prepare agendas in consultation with the YAC members and City Commission liaison as needed.
- b. Standard YAC agendas shall generally take the following form. Variations from this standard agenda may be utilized as convenient.
 - i. Roll Call
 - ii. Discussion Items
 - iii. Working Group Break-Out Session
 - iv. Communications
 - v. Minutes
 - vi. Adjournment
- c. Minutes shall be prepared for each meeting which shall contain at least the members present at the meeting, the substance of any discussion, all motions and votes taken, and a reference to any documents discussed at the meeting.
 - i. Minutes shall not be verbatim and contain only a summary of the primary points and arguments raised in the discussion.

- ii. Minutes shall be approved at a subsequent meeting by a vote of the YAC. If amendments are requested by any member of the YAC, those amendments must also be approved by the YAC at the time of adoption. The YAC may request the minutes returned after any amendments are incorporated for further review and approval.
- d. The YAC may make decisions in the following ways:
 - i. Consensus – no vote is taken, but specific issues may be decided leading to a final decision.
 - ii. Acclamation vote – a vote is taken by all members being asked if they favor, are against, or abstain from a decision. In such case as the decision is not unanimous, the YAC shall conduct a roll call vote.
 - iii. Roll Call – Each member’s vote is recorded in the record.
- e. Official Actions - YAC may utilize the following methods of making formal actions (reports, recommendations, requests, recognitions)
 - i. Letters to be signed by the chairperson
 - ii. Approval of the document in question
 - iii. Resolution (possibly incorporating exhibits) – resolutions approved by the YAC shall be titled “YAC Resolution” followed by the four-digit year and an assigned number. (e.g. 2023-01)

7. Accessibility

- a. Meetings of the YAC shall not be broadcast or live streamed online. Remote participation in the meetings shall be provided to the extent required by ORS 192 and existing City resources.
- b. The staff liaison will attempt to accommodate any other accessibility issues as they arise to improve access and participation for all community members.

8. Code of Conduct

Members of the YAC shall be held to the highest standards of citizenship, scholarship and participation.

- a. It is considered inexcusable for YAC members to have ANY unexcused absences and may have no more than 3 excused absences. An absence shall be considered excused provided advanced notice of 24 hours is provided to the chairperson and staff liaison or is determined to be excused by the chairperson and staff liaison.
- b. Absences may be made up for by attending a City of Oregon City commission, advisory board, or committee meeting within 30 days of the absence.
- c. Members shall remain in good standing at their school by maintaining passing grades and abiding by the school code of conduct.
- d. Violations of the code of conduct and expectations of this section shall be reviewed by the member, chairperson, vice chairperson, City Commission

liaison, staff liaison and the Mayor with a goal of improving the performance and participation of the member.

- e. The Mayor shall have the sole discretion to determine if a member shall be removed from the YAC.
- f. YAC members may speak with the staff liaison or the City Commission liaison if a member has any questions or concerns with the Code of Conduct.

9. Interpretation and Authority

- a. Any issues not addressed by these bylaws shall be resolved by considering City policies, the OCMC, the board and committee orientation manual, other pertinent documents or policies, or the Robert's Rules of Order.
- b. These bylaws shall not be interpreted to supersede and are subordinate to any prior or subsequently adopted changes to documents referenced in Section 9(a) above.

10. Revisions to the Bylaws

The YAC shall review their bylaws at the first meeting of every term and the fifth meeting of every term to ensure that all members are made aware of expectations and processes. From time to time, the YAC may recommend changes to its bylaws.

Chapter 2.62 – Youth Advisory Commission

2.62.010 – Created.

There is created a Youth Advisory Commission for the City of Oregon City having the duties and responsibilities provided in this chapter.

2.62.015 – Purpose.

The Oregon City Youth Advisory Commission is created to provide local students a voice in their municipal government, build an understanding of governance and leadership and to provide opportunities to engage and serve the community. The Youth Advisory Commission shall be guided by the belief that local involvement at a young age is crucial to ensuring a well- informed and engaged citizenry in the future and to provide an opportunity for members to become equipped with the knowledge and leadership skills necessary to become active contributors in the community now and in the future.

2.62.020 – Membership.

The Youth Advisory Commission shall consist of at least nine youth members and one non-voting City Commissioner to be appointed by the Mayor:

- A. Members of the Youth Advisory Commission shall be high school students at the time of swearing in and shall reside within the city limits of Oregon City or attend a school within Oregon City limits.
 - The majority of members must live within Oregon City limits, while the remaining members must be enrolled in a high school located within the city limits.
- B. Any vacancy shall be filled by the Mayor, at their sole discretion, for the unexpired portion of the vacated term.
 - A vacancy can be filled by the discretion of the Mayor but must be filled if the total number of Youth Advisory Commission members drops below nine.
- C. The term of service shall be considered from September through June and there are no term limits.
- D. Appointed Youth Advisory Commission members may be re-appointed for a second term without an interview at the discretion of the Mayor. A Youth Advisory Commission member must participate in a recommitment interview with the Mayor after serving two consecutive terms.
- E. The chairperson, vice chairperson and all new members shall be sworn in at the first regular meeting of the term by the Youth Advisory Commission's City Commission liaison.

2.62.030 – Election of officers.

The Youth Advisory Commission, at the beginning of each term, shall elect a chairperson and vice chairperson, who shall hold the positions for one term of service. The chairperson and the vice chairperson shall be a junior or senior in high school.

2.62.040 – Chairperson

The chairperson is responsible for running the Youth Advisory Commission meetings, assigning tasks and working with the staff to set the upcoming agendas.

2.62.050 – Vice Chairperson.

The vice chairperson is responsible for taking meeting minutes and providing financial updates as applicable. The vice chairperson shall serve as chair during Youth Advisory Commission meetings in the event of the chairperson's absence.

2.62.060 – Quorum and Meetings.

- A. A majority of appointed members shall constitute a quorum.
- B. If a quorum is present, all matters shall be decided by a vote of the majority present.
- C. The Youth Advisory Commission shall meet at least once a month.
- D. All meetings shall be open to the public and public meeting laws shall apply.

2.62.070 – Youth Advisory Commission Member Responsibilities.

- A. Review and prepare strategies addressing issues of interest to students in the greater Oregon City community, including topics such as drug and alcohol abuse, bullying, driver safety or any other topic determined to be of importance by the Youth Advisory Commission.
- B. Members shall participate in an annual goal alignment session at the beginning of each term.
- C. Members shall be responsible for completing tasks and projects as assigned.
- D. Individual members of the Youth Advisory Commission shall attend at least three community service events per term.
- E. The Youth Advisory Commission shall organize a minimum of one community event or project to engage the larger Oregon City youth community per term.
- F. The Youth Advisory Commission shall prepare an annual report at the end of the term to present to the City Commission detailing the accomplishments, challenges, areas for improvement and goals for the future.

2.62.080 – Code of Conduct and Expectations

Members of the Youth Advisory Commission shall be held to the highest standards of citizenship, scholarship and participation. The Code of Conduct details shall be stipulated in the Youth Advisory Commission Bylaws.

2.62.091 – Expenditures

The Youth Advisory Commission shall have no authority to make any expenditure on behalf of the City or to obligate the City for payment of any sums of money unless the City Manager or City Commission, as appropriate, authorizes such expenditure.

RESOLUTION NO. 25-04

A RESOLUTION IN SUPPORT OF BANNING THE SALE OF FLAVORED TOBACCO AND SYNTHETIC NICOTINE PRODUCTS AND PROTECTING YOUTH FROM A LIFETIME OF NICOTINE ADDICTION

WHEREAS, the tobacco and vape industries use flavors like cotton candy, bubble gum, and minty menthol to hook generations of consumers - especially kids, students, and communities of color - on the massive doses of nicotine their tobacco and synthetic nicotine products can deliver; and

WHEREAS the CDC reports that nearly 9 out of 10 of adults who smoke say that they started before age 18; and

WHEREAS, the millions of dollars the tobacco and vape industries spend on lobbying so retailers can continue selling their predatory, candy-flavored products has triggered what the Surgeon General and the FDA call an "epidemic" of e-cigarette use across the nation; and

WHEREAS, the tobacco and vape industries spend about 100 million dollars for marketing in Oregon each year and 12.5% of Clackamas County 11th grade students reported the use of e-cigarettes in 2022; and

WHEREAS, each year, tobacco use kills approximately 8,000 Oregonians and costs almost \$5.7 billion dollars in medical expenses and lost productivity; and

WHEREAS, school zones throughout the county, including Oregon City, continue to be targeted as prime locations for tobacco retail establishments; and

WHEREAS, the tobacco and vape industries are creating a cycle of addiction that puts Clackamas County taxpayers - whether they smoke or not - on the hook for \$12.5 million in annual medical costs caused by smoking; and

WHEREAS, in 2023, 21% of tobacco retailers in Oregon illegally sold tobacco to underage buyers.

NOW, THEREFORE, OREGON CITY RESOLVES AS FOLLOWS:

Section 1. The City Commission of the City of Oregon City, Oregon, encourages both the Oregon State Legislature and the Clackamas County Board of Commissioners to pass legislation banning the sale of flavored tobacco and synthetic nicotine products to protect our children and end the allure of tobacco and vaping products for underage users.

Section 2. The City Commission supports adopting a resolution in support of banning the sale of flavored tobacco and synthetic nicotine products and protecting youth from a lifetime of nicotine addiction.

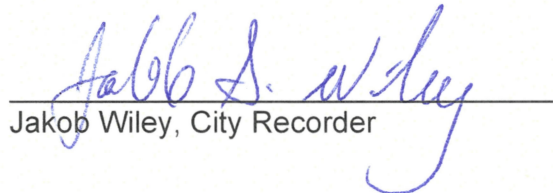
Section 3. The resolution shall take effect immediately upon its adoption by the City Commission.

Approved and adopted at a regular meeting of the City Commission held on the 5th day of February 2025.


DENYSE MCGRIFF, Mayor

Attested to this 5th day of February 2025:

Approved as to legal sufficiency:


Jakob Wiley, City Recorder


Bill Kabeiseman (Feb 9, 2025 16:53 PST)
City Attorney



December 19, 2023

Senate President Rob Wagner
900 Court St NE, S-201
Salem, OR 97301

Dear Honorable Senate President Rob Wagner,

Members of the Lake Oswego Youth Leadership Council and City Council write in support of a state-wide ban on the sale of flavored tobacco.

While we were encouraged to see a proposed ban (HB3090) introduced during the 2023 legislative session, the urgency of this issue makes the delay of its passage disheartening. The increasing prevalence of vapes and other flavored tobacco products is having an immediate and significant impact on the health of our community, which disproportionately affects youth, women, and people of color. This challenge is too big for our community to address on our own. We urge you and your colleagues to reintroduce and *pass* a ban on the sale of flavored tobacco as soon as possible.

Lake Oswego is directly affected. The 2022 Student Health Survey of 407 LOSD 11th graders revealed that nearly 20% of respondents used some form of tobacco product in the last 30 days. For 78% of these high schoolers, a vape or e-cigarette (which almost always has a flavored cartridge) was the first tobacco product they used. High school students in Lake Oswego have reliable access to and are using flavored tobacco products.

Tobacco companies use marketing and flavors to target youth, cultivating life-long customers. Multiple sources indicate that removing flavoring options for e-cigarettes would encourage a substantial portion of youth smokers to quit. Exciting tastes mask the dangers of smoking and entice new users, while colorful packaging draws attention to the shelves. The Federal Government took aim at these practices in 2009 with the passage of the Family Smoking Prevention and Tobacco Control Act, which banned the sale of flavored *cigarettes* but failed to anticipate the proliferation of vapes over the next decade and a half. These targeted products and marketing practices, enabled by a regulatory loophole and compounded by the close proximity of smoke shops to schools in our community, has made access and exposure to flavored tobacco products nearly unavoidable. The use of flavored tobacco products (over non-flavored) is disproportionately high among young people. A statewide ban stands to drastically reduce youth access to and use of tobacco products.

Respect. Excellence. Trust. Service.

Flavored tobacco products have an outsized impact on the health of women and people of color. Targeted industry marketing has cultivated the disproportionate use of flavored tobacco products among Black and Hispanic populations, as well as women, contributing to systemic health disparities. According to a trial modeled on data from New York City, banning flavored tobacco products would significantly reduce health disparities between white and BIPOC populations, improving quality of life outcomes and decreasing long-range healthcare costs.

Oregon is positioned to be a national leader. During the 2023 legislative sessions, Vermont (H204), Washington (SB 5239), Maryland (SB 259), Hawaii (HB 551), New Mexico (HB 0094), New York (A 3907), New Jersey (A 4120) and Indiana (HB 1133) introduced legislation to prohibit the sale of flavored tobacco products, including menthol-flavored cigarettes. This level of policy intervention has momentum, is based on a demonstrated and shared need, and is quickly becoming a legislative priority across the country. Oregon passing a ban on flavored tobacco products would not only remedy an issue at home, it would increase the ability of neighboring states to support our collective effort to improve the health of our young people.

Senate President Wagner, we appreciate your partnership and stand ready to do our part to support the passage of a bill banning the sale of flavored tobacco products.

Thank you for your consideration and leadership.

Sincerely,

**Members of the Lake Oswego
Youth Leadership Council**

Liam Aranda-Michel
Sevens Baertsch Kovalchick
Cara Chen
Anders Erdenberger
Olive Erdmann
Holly Fowler
Mira Garcia
Maya Green
Ria Gupta

Allison Korkola
Ophilia Lu
Pedro Marin-Quiros
Nidhi Nair
Zechariah Pressnell
Naomi Robinson
Auveen Shafaei
Kasen Shi
Drishti Singh

**Members of the Lake Oswego
City Council**

Joseph M. Buck, Mayor
Rachel Verdick, Council President
Ali Afghan, Councilor
Trudy Corrigan, Councilor
Massene Mboup, Councilor
Aaron Rapf, Councilor
John Wendland, Councilor

Jakob Wiley

From: Myles Kinney <[REDACTED]>
Sent: Tuesday, June 9, 2026 9:30 AM
To: City Recorder Team
Subject: Youth Advisory Commission Public Comment: Nicotine
Attachments: Public comment YAC (1).pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning,

I am writing this email to submit a public comment for the Youth Advisory Commission's response to a Nicotine Ban. Attached is the public comment.

Thank you,
Myles Kinney
Youth Advisory Commissioner

Dear Mayor McGriff and Members of the City Commission,

The Oregon City Youth Advisory Commission submits this written comment in strong support of moving forward with a local ordinance banning flavored tobacco and synthetic nicotine products in Oregon City.

Oregon Health Authority data show that more than one in four Oregon 11th graders reported vaping a nicotine product, and nearly 90% of high school students who vape use flavored products exclusively. Tobacco use remains the number one cause of preventable death and disease in Oregon. Nearly 9 out of 10 adults who smoke started before the age of 18, and tobacco companies have deliberately targeted young people through candy and fruit flavored products. Removing them from retail shelves in Oregon City is one of the most direct steps this Commission can take to protect young people in our community.

Sections 4 and 5 in Oregon City's charter grants the city all powers that state and federal law allow municipalities to exercise, and directs that the charter be liberally construed so Oregon City may have all powers necessary to conduct its municipal affairs and protect the health and welfare of its residents. Protecting the community, particularly youth, from the documented harms of flavored tobacco falls squarely within that authority. The Oregon Supreme Court's recent decision in *Schwartz v. Washington County* upheld Washington County's flavored tobacco ban against a preemption challenge. As the City Attorney's memorandum notes, while that decision addressed county authority specifically, the court's reasoning strongly suggests that cities acting under home rule authority would survive a similar challenge.

We recognize that Clackamas County has the clearest statutory authority to act as the local public health authority for this region, and we encourage the Commission to pursue lobbying of the County Board of Commissioners as well. However, we do not believe Oregon City should wait. Oregon City should not leave its young residents unprotected while waiting on others to move. Passing a local ordinance modeled on Washington County's Ordinance 599 and simultaneously pressing Clackamas County to follow would send a clear signal that this community takes youth health seriously; and doing so in coordination with a push on Clackamas County maximizes the impact for the entire region.

We respectfully urge the Commission to approve an ordinance for consideration without delay.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Myles Kinney". The signature is stylized with a large, sweeping "M" and a long, horizontal stroke extending to the right.

Myles Kinney
Youth Advisory Commissioner
Oregon City Youth Advisory Commission

Submitted on behalf of the Oregon City Youth Advisory Commission



CITY OF OREGON CITY

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

Staff Report

To: Youth Advisory Commission **Agenda Date:** September 14, 2026
From: Hannah Schmidt, Community Engagement Specialist

SUBJECT:

Item 6.a. – Working Group Assignments

EXECUTIVE SUMMARY:

During the 2025-2026 term, the Youth Advisory Commission (YAC) provided feedback that its work groups would benefit from additional structure and clearly defined areas of focus. In response to this feedback, staff developed three structured work group themes for the 2026-2027 term:

- **Environmental:** Focuses on environmental sustainability, conservation, climate awareness, and opportunities to promote a healthy and sustainable community for current and future generations.
- **Civic Leadership:** Focuses on youth participation in local government and civic life, leadership development, community engagement, and opportunities for young people to learn about and contribute to their community.
- **Youth Wellness:** Focuses on issues that impact the overall well-being of young people, including physical health, mental and emotional well-being, social connection, and access to resources and supportive services.

At the beginning of the term, YAC members will have the opportunity to self-assign themselves to a work group based on their interests and areas of focus. If needed, staff and Commission liaisons may assist with assignments to ensure that each work group is adequately supported.

Members are asked to review the three work group themes prior to the meeting and come prepared to share their preferred work group. Work group assignments will help guide the Commission's focus throughout the term, with each group identifying specific priorities, developing SMART Goals, and exploring potential projects or initiatives within its theme.



CITY OF OREGON CITY

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

Staff Report

To: Youth Advisory Commission **Agenda Date:** September 14, 2026
From: Hannah Schmidt, Community Engagement Specialist

SUBJECT:

Item 6.b. – Environment Work Group SMART Goal

STAFF RECCOMENDATION:

1. Select a Work Group leader.
2. Review the provided background materials.
3. Discuss opportunities to increase youth civic knowledge, participation, and leadership.
4. Use the SMART Goal Template on page 17 of the YAC Handbook to develop a draft goal for the 2026–2027 term.

The draft SMART goal will be reviewed and refined at the next YAC meeting.

EXECUTIVE SUMMARY:

The Environmental Work Group will identify an area of focus and develop a draft SMART goal to guide its work during the 2026–2027 term. The Work Group leader will provide brief monthly progress updates at regular YAC meetings and serve as the primary contact with the staff liaison for scheduling, logistics, and other Work Group needs.

BACKGROUND

The YAC has previously engaged in environmental efforts through community service and partnerships with local organizations. During the 2025–2026 term, the Environmental Work Group signed a letter of support for a grant application submitted by the Greater Oregon City Watershed Council (GOCWC). The GOCWC was subsequently awarded the grant and has since reached out to the YAC to explore opportunities for youth involvement in upcoming projects during the 2026–2027 term.

The original grant proposal and subsequent correspondence from the Greater Oregon City Watershed Council are included as **Exhibits A and B** for the Work Group’s review.

The attached materials are intended to provide background and context for the Work Group as Commissioners consider potential areas of interest and develop a SMART goal related to environmental engagement.

DISCUSSION

YAC members should consider:

- Would a presentation from a local organization or City staff member help provide additional context for the Work Group?
 - If so, coordinate with your Chair and staff liaison to get a presenter added to an upcoming YAC agenda.
- What environmental issues or opportunities are important to local youth?
- What can the YAC realistically do to make a meaningful difference?
- What partners or resources could support the work?
- What would we like to accomplish by June 2027?
- Will we need to meet outside of regular YAC meetings?
 - If so, what meeting schedule would work best for the Work Group?



May12th, 2026
Community Enhancement Grant Application

City of Oregon City Community Enhancement Grant Proposal

Oregon City Creek Stewardship Project

Greater Oregon City Watershed Council

8. Briefly describe the proposed project for which you are requesting funds. *

Project Summary Description:

The Greater Oregon City Watershed Council proposes the Oregon City Creek Stewardship Project to restore habitat and provide community education and engagement programming across Abernethy Creek Park, Tyrone S. Woods Park, and Atkinson Park.

This project will enhance native habitat, reduce invasive species, and increase public awareness and stewardship of local natural areas, with a particular focus on Abernethy Creek, the largest urban creek within the Council's project boundaries.

Abernethy Creek Park and surrounding natural areas are underutilized and relatively unknown to the community despite providing important habitat for native species and opportunities for environmental learning. Invasive plant species, including blackberry, reed canary grass, ivy, and knotweed, threaten ecological function across all three project sites.

At the same time, there is strong interest from local partners, youth groups, and residents to engage in hands-on stewardship and environmental education. This project addresses both ecological and community needs by improving habitat conditions in an urban watershed, while creating accessible, meaningful opportunities for community involvement.

Through a series of 5-8 volunteer work parties, 2-3 youth engagement opportunities, and 3-5 community education events, the project will expand pollinator and riparian habitat, improve park accessibility, and provide hands-on learning experiences for residents of all ages. Interpretive and plant identification labels will further support self-guided education and long-term community connection to the site.

In addition, contracted restoration specialists will address high-priority invasive species, including blackberry and knotweed, ensuring safe and effective treatment in areas beyond the scope of volunteer efforts. A limited portion of grant funds will also support volunteers and staff led targeted weed management at the Council’s previous Community Enhancement Grant site near the Washington Street Bridge, helping to maintain past investments, reduce the need for herbicide use, and ensure long-term project success.

By combining ecological restoration with community engagement, this project will improve environmental health, foster stewardship, and create a more accessible and educational park system for Oregon City residents.

Individual Park Project Descriptions

A. Abernethy Creek Park: Habitat Enhancement & Community Engagement

Vision: Develop Abernethy Creek Park as both a natural area and an educational demonstration site that increases awareness of the creek and its ecological importance.

Activities include:

- Host 2–3 volunteer work parties focused on weeding, mulching, and maintaining existing restoration areas
- Expand and enhance pollinator, riparian, and edge habitat through targeted native plantings along turf edges
- Improve walking paths with bark mulch to increase accessibility and visitor experience
- Host 2–3 educational events (e.g., plant walks, watershed tours, propagation workshops) for youth and adults
- Participate in 3-4 community events (e.g., Pride Festival, Lamprey Celebration, Pollinator Celebration) to increase outreach and support general watershed awareness in Oregon City
- Develop and install interpretive signage and plant identification labels with support from volunteers

Contracted Restoration Services:

The Council will partner with **Mosaic Ecology LLC** to:

- Remove invasive species such as blackberry
 - Treat a localized knotweed infestation
- These tasks require technical expertise and safe access beyond the scope of volunteer efforts.

B. Tyrone S. Woods Park: Wetland Restoration & Youth Engagement

Activities include:

- Host 2–3 volunteer planting and restoration events
- Remove invasive reed canary grass through hand-pulling in wetland areas
- Engage youth groups, including high school students, in hands-on restoration
- Provide education on the importance of Caufield Creek and headwater systems

C. Atkinson Park: Invasive Species Removal & Stewardship

Activities include:

- Host 1–2 volunteer work parties to remove English ivy from trees and forest floor areas
- Protect native understory species, including trillium, from invasive competition

Objectives:

1. Strengthen partnerships with neighborhood and community groups
2. Build on previous ivy removal efforts to ensure long-term success
3. Reduce reinfestation and spread of ivy into downstream Abernethy Creek properties

Outcomes:

- Increase community awareness and use of local parks and natural areas
- Provide hands-on environmental education for youth and adults
- Improve habitat for pollinators and native wildlife
- Foster long-term stewardship and volunteerism
- Enhance neighborhood pride and connection to place

10. If you are applying for a third year in a row, describe the organization's efforts to identify other sources of project support in addition to the Enhancement Grant Program.

In 25-26 Greater Oregon City has received the following grants and funding to support our work:

- Spirit Mountain Community Fund Small Grant
- OWEB Technical Support Grant
- City of Oregon City Public Works Restoration Funding
- Clackamas Water and Environment Services Supplemental Environmental Program Funding

- Two Oregon Watershed Enhancement Board Small Grants

11. The proposed project must meet one or more of the following 8 goals. Please indicate which of the following outcomes your project will achieve. Check all that apply.*

A. Improvement to the Appearance or Environmental Quality of the Project Neighborhood

- Removes invasive species (e.g., blackberry, ivy, reed canary grass, knotweed) that degrade park aesthetics and ecological function
- Enhances park appearance through mulching, native plantings, and improved walking paths
- Transforms unused areas, particularly in Abernethy Creek Park, into more welcoming, accessible, and visibly cared-for community spaces
- Install plant signs and labels to create a more engaging and informative park experience
- Maintains and protects prior restoration investments, including targeted weed management at the Washington Street Bridge site

B. Preservation or Enhancement of Wildlife Areas, Riparian Zones, Wetlands, and Forest Lands

- Expands native pollinator, riparian, and edge habitat with regionally appropriate plant species
- Reduces invasive plant cover to improve habitat quality, biodiversity, and ecosystem resilience
- Improves wetland function at Tyrone S. Woods Park through removal of reed canary grass
- Protects forest understory and sensitive species (e.g., trillium) at Atkinson Park through ivy removal
- Improves riparian health along Abernethy Creek by addressing high-priority invasive species with professional treatment
- Supports long-term watershed health by stabilizing vegetation and reducing the spread of invasive species downstream

C. Benefits to City of Oregon City Youth

- Provides hands-on environmental education through volunteer events, workshops, and restoration activities
- Engages youth groups and students (e.g., high school students, community college participants) in meaningful outdoor learning experiences
- Builds stewardship skills and environmental awareness through direct involvement in habitat restoration
- Creates opportunities for youth leadership and civic engagement through partnerships with groups such as the Youth Advisory Commission and STREAM~N Team, Jane Goodall Roots and Shoots
- Offers accessible opportunities for youth to connect with local parks and learn about watershed health and conservation careers

9. Equity and Inclusion

The project prioritizes accessible, free community events and actively engages diverse participants, including youth, students, and neighborhood residents. Partnerships with local schools, community colleges, and neighborhood associations help broaden participation and reduce barriers to involvement.

All key project partners include:

- Oregon City Youth Advisory Commission
- STREAM~N Team
- Oregon City Parks Foundation
- Caufield Neighborhood Association
- Clackamas Community College / Environmental Learning Center
- Oregon City High School
- Oregon City No Ivy League
- McLoughlin Neighborhood Association
- Buena Vista Social Club

Project Feasibility

The Greater Oregon City Watershed Council has extensive experience coordinating restoration projects, volunteer events, and community outreach. Existing partnerships, secured contractor support, and prior work in these parks ensure the project is highly feasible and ready for implementation.

13. Project Period- Beginning and End Date*

Project Period: 7/1/2020-6/30/2027

14. Describe why this project was selected, and the community needs to which it will respond.*

This project was developed through a series of meetings and discussions with community partners throughout Oregon City to better understand community needs and identify ways the watershed council can serve as a more collaborative and supportive partner. The project is designed to complement and strengthen the existing work of our community partners through collaborative restoration, education, and engagement efforts, while also advancing the Council's watershed health goals by restoring riparian vegetation along a critical and imperiled stretch of Abernethy Creek.

Over the past year, the Council has received requests from partners including STREAM~N Team and the Youth Advisory Commission to collaborate on projects focused on youth engagement, green jobs exposure, and environmental skill development. Responding to the needs of our community, especially local youth, is a priority for the Council. However, as a small, grant-funded organization, developing meaningful and accessible programming requires dedicated planning, coordination, and funding support. As part of this proposal, the Council will continue working closely with youth-led organizations to help shape projects that reflect their interests, goals, and community priorities.

In addition to strengthening partnerships with youth organizations, the Council met with Parks staff during project development and adapted elements of the proposal to align with their goals and long-term vision for these public spaces. In particular, the proposal to expand educational infrastructure and enhance native habitat within Abernethy Creek Park was directly informed by feedback and input from Parks staff.

The Council is also grateful to be part of a strong network of passionate environmental and community organizations, including STREAM~N Team, the Environmental Learning Center, and the Oregon City Parks Foundation, all working to conserve, restore, and celebrate Oregon City's rivers and streams. Through this project, our goal is to deepen collaboration among partners by co-hosting events, sharing resources, and supporting one another's work in ways that expand collective capacity and community impact.

15. What is the total estimated number of people who will be positively affected by this project?

We will engage 100-150 adults and youth in community volunteer restoration and community watershed education events.

We will connect with an additional 300+ Oregon City residents in watershed education and awareness activities through our participation at events such as the Oregon City Pride Festival, Spring Forward Event, First City Celebration, Oregon City Farmers Market, and others.

All Oregon City residents benefit from healthy waterways and improve access to natural habitat, fresh air, and the through encountering and engaging with the wildlife that moves through Abernethy Creek and its tributaries.

Approximately what percentage of those served will be Oregon City residents? *

90%

16. Identify and describe the measurements that will be used to assess the project's effectiveness. Be sure to describe project goals, changes to existing challenges being addressed, and the benefits that will result.*

The primary goals of the Oregon City Creek Stewardship Project are to improve riparian habitat conditions along Abernethy Creek and associated waterways, expand community access to environmental education and stewardship opportunities, and strengthen collaboration among local organizations working to protect and enhance Oregon City's natural resources.

Project effectiveness will be assessed through a combination of ecological, educational, and community engagement measurements. Ecological outcomes will include the number of native trees and shrubs planted, the area of invasive vegetation removed or maintained, and the number of restoration sites enhanced through stewardship activities. The Council will also document site conditions using photo point monitoring and observational assessments to evaluate improvements in vegetation cover, habitat quality, erosion reduction, and overall site health over time.

The project is designed to address several existing challenges within Oregon City. Many riparian areas along Abernethy Creek have been impacted by invasive species, degraded habitat conditions, and limited long-term stewardship capacity. At the same time, local organizations and youth groups have expressed a growing interest in participating in environmental restoration, green jobs exposure, and stewardship programming, but often lack the resources, coordination, or funding needed to support these opportunities. This project directly responds to those challenges by combining habitat restoration with community-based engagement and education efforts.

Another challenge the Council and partner organizations frequently face is the amount of time, staffing, and coordination required to host large community events, which can sometimes result in lower-than-anticipated turnout. Additionally, volunteers and community members may experience burnout when multiple organizations host similar events on the same day or compete for the same audience. To address these challenges, this project emphasizes hosting more frequent, smaller-scale stewardship and educational events that are easier for volunteers and families to fit into their schedules. By working collaboratively with project partners, the Council also hopes to reduce duplication of efforts, improve coordination between organizations, and leverage shared outreach networks to increase event visibility, participation, and overall community impact.

Educational and community impacts will be measured through the number of volunteers and youth participants engaged, stewardship events and workshops hosted, and partnerships developed or strengthened through the project. The Council will also gather participant and partner feedback to better understand how the project supports environmental learning, community connection, and youth leadership development.

The anticipated benefits of the project include healthier riparian habitat, improved waterway conditions, increased community stewardship of local natural areas, and expanded opportunities for youth engagement in environmental work. By working collaboratively with partners such as STREAM~N Team, the Environmental Learning Center, Oregon City Parks staff, and other community organizations, the project will help build long-term community capacity to care for and protect Oregon City's rivers and streams.

17a. Is other City funding being utilized to carry out the proposed project?*

No.

20. List all grants applied for in support of this project and commitments confirmed to date. If you have not applied for any other grants, write N/A.

-Confirmed: Oregon Watershed Enhancement Board Small Grant for contracted services at Abernethy Creek Park and Washington St.

- Pending: Xerces Society Pollinator and Riparian Habitat Kits for planting in Abernethy Creek Park

From: [Kira Smith](#)
To: [Hannah Schmidt](#)
Cc: hadley.f.taylor@student.orecity.k12.or.us
Subject: Re: Community Enhancement Grant Update-Thank you!
Date: Monday, August 17, 2026 2:56:56 PM
Attachments: [image001.png](#)
[image001.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Hannah and Hadley,

I took Sydney off the email thread so that they can hopefully enjoy a break being graduated.

I've added the October 12th meeting details to my calendar and can prepare a presentation for the YAC on the watershed council and this project in particular.

Hannah, I'll send you a few slides with photos of our work the week before so that we can have them on hand, if that makes sense to you. I also want to flag that Monday, October 12th is a federal holiday (Columbus/Indigenous People's Day) in case the city is closed. I'm still happy to come present that day, but I know things sometimes get moved around.

Hadley, let me know if you have any questions ahead of either the September or October meetings- and congrats on another year of working with the commission!

I'm looking forward to meeting all the new folks in October as well.

Best,
Kira

On Mon, Aug 17, 2026 at 9:57 AM Hannah Schmidt <hschmidt@orccity.org> wrote:

Kira,

I appreciate you reaching out and hope that you have had a great summer! Seems crazy that we are so quickly approaching the fall – but I am excited for the opportunities ahead for YAC and the Greater Oregon City Watershed Council (GOCWC) to work together .

Sydney McFarland graduated from high school last year and will no longer be on the YAC this upcoming term. I have included Hadley Taylor, a member of the YAC who will be returning this upcoming term and the only returning member who was apart of the Environmental Work Group from the past.

That work group will be continuing into this term – and in the indefinite future of the YAC with the new structure that will be implemented this term. The Youth Advisory Commission will be having their first meeting of the term on September 14 where we will be having 7 new members joining us!

The work groups will begin to develop their goals at the September 14 meeting, as well as get a grasp of all things YAC. So, I think that having you come and present at the October meeting could be very beneficial!

The meeting will take place on the evening of Monday, October 12 at 7 p.m. in the Mt Hood Room of Oregon City Hall, 625 Center Street. My thought is that you could present to the YAC as a whole and then join the Environmental Work Group during the Work Group Break Out Sessions to collaborate even further on the project.

I will be sure to include the GOCWC's grant proposal within the agenda packet of the first YAC meeting so that the new members of the Environmental Work Group have some context of the prior engagement with your organization as they enter into the term and really think about their goal for the term ahead.

If you have any further questions, please feel free to reach out. I look forward for all that is ahead for YAC this term and appreciate you making space for their voice and participation within your organization's projects.

Hadley – I have cc'd you in this email so that you are in the loop as the only returning member from the YAC Work Group. Perhaps you can help provide more context to the new members in the work group when it comes time. If you have any questions for me or Kira – don't hesitate to reach out!

Thank you,

Hannah Schmidt

Hannah Schmidt (she/her)

Community Engagement Specialist



hschmidt@orccity.org
City of Oregon City
PO Box 3040
625 Center Street
Oregon City, Oregon 97045
503-496-1510 Direct phone

503-729-3917 Mobile

www.orccity.org

*PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the
State Retention Schedule and may be made available to the public.*

From: Kira Smith <kira@gocwc.org>
Sent: Thursday, August 13, 2026 11:43 AM
To: Sydney Mcfarland <sydney.mcfarland@yahoo.com>; Hannah Schmidt <hschmidt@orccity.org>
Subject: Community Enhancement Grant Update-Thank you!

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Hannah and Sydney,

I hope you're both having a great summer!

I wanted to reach out to thank you both for your support with the Council's Community Enhancement Grant application. We're happy to share that we've been awarded the funding by the City of Oregon City, and we're excited about the opportunity to work with the Youth Advisory Council's Environmental Working Group.

I realize you may not be in session yet, but I wanted to share the news along with a few other updates:

- 1.
- 2.
3. We've been awarded 2 habitat kits from the Xerces Society and will be picking up the plants on October 9th with the goal of planting them
4. by early November. This program doesn't have a ton of flexibility, since the plants and timeframe are predetermined, but we're excited to have some plants on the way! We'd love to explore opportunities to work with the YAC on planting if it ends up being of
5. interest to you and the incoming cohort.
- 6.
- 2.
- 3.
4. I'd like to request another meeting once the commission's Environmental Working Group once everyone is settled this fall. I think there's
5. some good overlap between our goals and some of the youth commissions work, and would love to collaborate on a project that fits with the group's interests and goals.
- 6.

I'll be out of town the first two weeks of September, but otherwise I'm available and happy to find a time that works.

Thanks again for your support and partnership. I hope you're both having a wonderful summer!

Best,
Kira

--

Kira Smith| Outreach and Stakeholder Engagement Coordinator

(she/her)

Office Hours: Thursday, Friday and every other Wednesday.

Greater Oregon City Watershed Council

500 Abernethy Rd. Suite 201

Oregon City, OR 97045

(971) 917-5258

www.gocwc.org



--

Kira Smith| Outreach and Stakeholder Engagement Coordinator

(she/her)

Office Hours: Thursday, Friday and every other Wednesday.

Greater Oregon City Watershed Council

500 Abernethy Rd. Suite 201

Oregon City, OR 97045

(971) 917-5258

www.gocwc.org





CITY OF OREGON CITY

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

Staff Report

To: Youth Advisory Commission **Agenda Date:** September 14, 2026
From: Hannah Schmidt, Community Engagement Specialist

SUBJECT:

Item 6.b. –Civic Leadership Work Group SMART Goal

STAFF RECCOMENDATION:

1. Select a Work Group leader.
2. Review the provided background materials.
3. Discuss opportunities to increase youth civic knowledge, participation, and leadership.
4. Use the SMART Goal Template on page 17 of the YAC Handbook to develop a draft goal for the 2026–2027 term.

The draft SMART goal will be reviewed and refined at the next YAC meeting.

EXECUTIVE SUMMARY:

The Civic Leadership Work Group will identify an area of focus and develop a draft SMART goal related to youth civic knowledge, participation, or leadership. The Work Group leader will provide brief monthly progress updates at regular YAC meetings and serve as the primary contact with the staff liaison for scheduling, logistics, and other Work Group needs.

BACKGROUND

Civic engagement has been a consistent component of YAC activities. Commissioners participate annually in judging the local Oregon City [“If I Were Mayor...” Contest](#), providing an opportunity to hear directly from local youth about their ideas and priorities.

Previous Commissioners have also identified a need for greater youth understanding of local government and how local decisions affect young people. During the 2024–2025 term, a Youth Elections Involvement Work Group explored youth participation in local elections and considered preparing a letter for City Commission consideration. Although the effort was not completed, it provided an opportunity to discuss youth civic participation and engagement with elected officials. A draft letter has been attached for context as **Exhibit C**.

Other youth councils in the region have developed programs that provide opportunities for youth to engage directly with their communities and learn about local government. For example, the Happy Valley Youth Council hosts an annual Youth Town Hall where local teens discuss issues that matter to them with community decision-makers and work toward potential solutions. Other potential approaches could include activities that help youth better understand the City Commission process, such as observing or participating in a mock City Commission meeting or similar civic education exercise.

These examples are provided as potential ideas and context for the Work Group's discussion and are not intended to prescribe a specific project or activity for the 2026–2027 term.

DISCUSSION

YAC members should consider:

- Would a presentation from a local organization or City staff member help provide additional context for the Work Group?
 - If so, coordinate with your Chair and staff liaison to get a presenter added to an upcoming YAC agenda.
- What environmental issues or opportunities are important to local youth?
- What can the YAC realistically do to make a meaningful difference?
- What partners or resources could support the work?
- What would we like to accomplish by June 2027?
- Will we need to meet outside of regular YAC meetings?
 - If so, what meeting schedule would work best for the Work Group?

The election involvement working group of the Oregon City Youth Advisory Commission believes that the city of Oregon City should adopt a resolution recommending that the Clackamas County Commission allows 16 and 17 year-olds to vote in school board elections. Allowing 16 and 17 year-olds to vote in school board elections will allow youth voices to be heard in policy areas that affect them, engage them in their school policy, and foster lifelong civic involvement.

Students spend nearly every day in school. It makes sense that as students grow older they be allowed some level of influence over their school's policy. Allowing students to vote in their school board elections is a great way to allow the youth a clear voice at their schools. While the Youth Advisory Commission does recognise the value of advisory boards to their schools it is important to note that no advisory board, no matter how representative, can truly give a voice to every student, despite how important it is that students receive this voice. Voting in school board elections is how every student who wants to be heard can be heard.

School plays a pivotal role in the lives of students, and because of that it is vital for students to be engaged in their school. Allowing 16 and 17 year-olds to vote in school board elections will engage them in their school by giving them some level of input in it. By allowing younger students to see their 16 and 17 year-old peers involved in the school board elections it may foster excitement to participate. In contrast to requiring 18 years of age to be able to vote in these elections, which means that very few students are ever capable of voting for their school board while in secondary school, and therefore cannot foster the same excitement in their peers.

By encouraging students to participate in civics from a younger age we are also helping to start lifelong civic habits. For example, when Alameda County, CA, allowed 16 and 17 year-olds to vote in their 2024 school board election youth turnout was 38.49%. These students who vote are learning habits that will engage them in civics for years to come, motivating them to become active and civic citizens.

In summation, allowing and encouraging 16 and 17 year-olds to vote in school board elections will promote beneficial civic habits. It is because having more responsible, civically minded, and engaged youth benefits our community that we suggest the commission adopt a resolution recommending that the Clackamas County Commission allows 16 and 17 year-olds to vote in school board elections..



CITY OF OREGON CITY

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

Staff Report

To: Youth Advisory Commission **Agenda Date:** September 14, 2026
From: Hannah Schmidt, Community Engagement Specialist

SUBJECT:

Item 6.b. – Youth Wellness Group SMART Goal

STAFF RECCOMENDATION:

1. Select a Work Group leader.
2. Review the provided background materials.
3. Discuss opportunities to increase youth civic knowledge, participation, and leadership.
4. Use the SMART Goal Template on page 17 of the YAC Handbook to develop a draft goal for the 2026–2027 term.

The draft SMART goal will be reviewed and refined at the next YAC meeting.

EXECUTIVE SUMMARY:

The Youth Wellness Work Group will identify an area of focus and develop a draft SMART goal addressing an issue affecting local youth. The Work Group leader will provide brief monthly progress updates at regular YAC meetings and serve as the primary contact with the staff liaison for scheduling, logistics, and other Work Group needs.

BACKGROUND

Youth wellness has been a recurring YAC priority and has been addressed through a variety of Work Groups including – Youth Houselessness, Youth Nicotine Addiction, and Youth Physical and Mental Health. Some past projects have included:

- 2023 Mental Health Fair
 - Nearly a dozen agencies tabled the event to provide mental health resources for youth within the Oregon City community
- 2024 High School Clothing Drive
 - The Youth Advisory Commission collaborated with PTA Clothes Closet of Clackamas County to host a high school clothing drive at three separate locations.
- 2024 High School Shopping Event
 - The Youth Advisory Commission and PTA Clothes Closet of Clackamas County hosted a free high school shopping event for high schoolers in the Oregon City area.

- 2025 Suicide Prevention App Listening Session
 - In partnership with the Clackamas Education Service District, the Suicide Prevention Coalition of Clackamas County’s Youth and Young Adult Action Team created a smartphone app to share information and resources regarding youth suicide prevention. The Youth Advisory Commission held a special meeting on April 21, 2025, to provide feedback on the app’s content, design, accessibility, and name.
- 2025 Education Access Brochure
 - The Education and Accessibility Work Group created a brochure on varying education paths for graduating high school students that was distributed out at the Spring Forward Community Resource Fair.

Youth Nicotine Addiction has been an ongoing priority for the Youth Advisory Commission since 2024-2025. In January 2025, the YAC Chair advocated on behalf of the YAC for the City Commission to take action related to youth nicotine addiction. The City Commission subsequently adopted **Resolution No. 25-04 (YAC Handbook, pg. 28)**, which gave the YAC clear direction to advocate at the state level for a ban on flavored tobacco and synthetic nicotine products through [Senate Bill 702](#).

Various YAC members traveled to the State Capitol on three separate occasions to advocate for the bill; however, it did not advance out of committee. On June 9, 2026, the City Commission held a work session (recording linked [here](#)) to discuss a potential City-wide tobacco ban. The **YAC Vice Chair submitted public comment (YAC Handbook, pg. 32)** on behalf of the YAC, encouraging the City Commission to continue advocating for a ban to support the well-being of Oregon City youth.

The City Commission is currently coordinating with neighboring cities to encourage Clackamas County to take action on a county-wide ban.

[Oregon City Together \(Exhibit D\)](#) and [Flavors Hook Oregon Kids \(Exhibit E\)](#) have reached out to staff over the summer requesting to partner with the Oregon City YAC to advocate for a County wide ban in Clackamas County. A county-wide flavor ban has been successfully implemented in Washington County through [Flavor Ban Ordinance 878](#).

These efforts demonstrate the range of issues that may fall within youth wellness and provide context for selecting a focus for the 2026–2027 term. They are not intended to prescribe a specific project or activity for the 2026–2027 term.

DISCUSSION

YAC members should consider:

- Would a presentation from a local organization or City staff member help provide additional context for the Work Group?

- If so, coordinate with your Chair and staff liaison to get a presenter added to an upcoming YAC agenda.
- What environmental issues or opportunities are important to local youth?
- What can the YAC realistically do to make a meaningful difference?
- What partners or resources could support the work?
- What would we like to accomplish by June 2027?
- Will we need to meet outside of regular YAC meetings?
 - If so, what meeting schedule would work best for the Work Group?

From: [Haynes, Anne](#)
To: [Hannah Schmidt](#)
Subject: Data Reveal Meeting 9/28
Date: Friday, September 4, 2026 10:46:38 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Hannah -- thanks so much for your input today, we'll look forward to possibly hosting some youth commissioners and the mayor for our October 20th OCT meeting. We want to commend the action on the flavored tobacco ban and offer our support.

Also, attached is the invitation for our data reveal meeting. We'd love to have you and the youth commission (or the nicotine workgroup) join us for this meeting. We'd also love to have their input on the results.

Please let me know if you have any questions.

Thank you,

Anne Haynes

*Oregon City Together/Oregon City Gladstone Partnership for Youth
Coalition Coordinator/Project Director*

Pronouns: she, her, hers

(503)707-5177 (cell)

From: [Winterhalter, Mary Ellen](#)
To: [Mary Ellen Winterhalter](#); [Anne Haynes](#)
Subject: 9/28 OCGPFY Data Night Invitation
Date: Friday, September 4, 2026 4:26:40 PM

You don't often get email from maryellen.winterhalter@orecity.k12.or.us. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

From Data to Direction: What Comes Next for OCGPFY

Over the past year, Oregon City Gladstone Partnership For Youth has been gathering and reviewing data from youth, parents, schools, community partners, and other local sources to better understand the strengths and challenges facing young people in Oregon City and Gladstone.

On September 28, our CTC Key Leaders, Community Board members, and community at large will come together with our evaluation partner, the Wyoming Survey & Analysis Center, for an in-depth look at what the data is telling us.

This is an important step in the Communities That Care process. The findings will help us identify the **risk factors we most need to reduce and the protective factors we can strengthen** — and those priorities will guide the evidence-based programs, strategies, and community investments we choose moving forward.

In other words, we aren't choosing programs first and looking for a reason to use them. **The data will point us toward the approaches most likely to help local youth thrive.**

Please join us Monday, September 28th! The invitation with QR registration code is attached.

Thank you.

Anne Haynes, CTC Project Director & Mary Ellen Winterhalter, CTC Facilitator

--

Mary Ellen Winterhalter
Pronouns: she/her/hers
Facilitator
Communities That Care
503-732-5836 (cell)

From: [Megan Wever](#)
To: [Hannah Schmidt](#)
Cc: [Kari Hampton](#)
Subject: Support for county-wide flavored tobacco ban
Date: Thursday, July 16, 2026 10:19:17 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Hannah,

I hope you are doing well - we worked together through Flavors Hook Oregon Kids when the legislature was considering a flavor ban last year.

Flavors Hook Oregon Kids is very excited that the Oregon City Commission is advocating for a county-wide flavor ban - I am sure the YAC's work has been key in that.

We just wanted to reach out to thank the youth for their advocacy, and also let you know we will be working to mobilize around this, and stand ready to support the youth as needed in furthering their advocacy for this policy to the other cities in Clackamas County, and the Clackamas County Commission.

As much as it makes sense, we'd love to be aligned and offer our support. Please let me know what works best as far as staying connected and coordinated with them.

Thank you!
Megan

--

Megan Wever	■ megan@praxispolitical.com
Partner (She/Her)	■ www.praxispolitical.com



CITY OF OREGON CITY

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

Staff Report

To: Youth Advisory Commission **Agenda Date:** September 14, 2026
From: Hannah Schmidt, Community Engagement Specialist

SUBJECT:

Item 7.a. – Staff Liaison Updates

1. From Data to Direction: What Comes Next for OCGPFY

The Youth Advisory Commission has been invited to attend the Oregon City-Gladstone Community Data Reveal on Monday, September 28 at 3:30 p.m. Please refer to the email below and the attached flyer for more details:

Over the past year, Oregon City Gladstone Partnership For Youth has been gathering and reviewing data from youth, parents, schools, community partners, and other local sources to better understand the strengths and challenges facing young people in Oregon City and Gladstone.

On September 28, our Communities that Care Key Leaders, Community Board members, and community at large will come together with our evaluation partner, the Wyoming Survey & Analysis Center, for an in-depth look at what the data is telling us.

This is an important step in the Communities That Care process. The findings will help us identify the risk factors we most need to reduce and the protective factors we can strengthen — and those priorities will guide the evidence-based programs, strategies, and community investments we choose moving forward.

In other words, we aren't choosing programs first and looking for a reason to use them. The data will point us toward the approaches most likely to help local youth thrive.

Please join us Monday, September 28th! The invitation with QR registration code is attached.

Thank you,

Anne Haynes, CTC Project Director & Mary Ellen Winterhalter, CTC Facilitator

2. Community Events/Volunteer Opportunities

Oregon City Ivy League Ivy Pull

- Look at the attached flyer for more information or visit <https://www.orcity.org/3123/Oregon-City-Ivy-League>. Email Hannah Schmidt at hschmidt@orcity.org to RSVP.
 - Saturday, September 12
9 a.m. – 12 p.m.
Water Board Park
921 Waterboard Park Road

Oregon City Fall Fest

- Enjoy a day of live entertainment, artisan vendors, community booths, food trucks, a pumpkin patch, and art activities. Free and family-friendly!
 - Saturday, October 4
11 a.m. – 3 p.m.
Pioneer Community Center
Library Park
Ermatinger House

Oregon City Together Monthly Meeting

- Email hschmidt@orcity.org if you would like to have the meeting invitation forwarded on to you.
 - Tuesday, October 20
5:30 pm.
Gardiner Middle School
OR
Virtually via Zoom.



WATER BOARD PARK IVY PULL

SEPT 12

🕒 9 A.M. - 12 P.M.

📍 921 Waterboard Park Road

**EMAIL TO RESERVE
YOUR SPOT!**

👤 Hannah Schmidt
Community Engagement
Specialist

✉ hschmidt@orccity.org

AGE RESTRICTION

You must be 13 years or older to volunteer for this event. Those under the age of 18 must be accompanied by their guardian or an adult group leader if associated with a youth organization.

WHAT TO BRING

This event is BYOT (Bring Your Own Tools). The City will have extra resources provided on site but it is suggested that you bring:

- Loppers
- Clippers
- Iron and wire rakes
- Tarps
- Wheel barrows/wagons
- Water bottle

AVAILABLE ONSITE

- Porta-potty
- Snacks
- Water
- Coffee



CITY OF OREGON CITY

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

Staff Report

To: Youth Advisory Commission **Agenda Date:** September 14, 2026
From: Hannah Schmidt, Community Engagement Specialist

SUBJECT:

Item 7.b. - Youth Advisory Commission Volunteer Form

EXECUTIVE SUMMARY:

As a Youth Advisory Commission member, you are an official volunteer for the City of Oregon City. Please read the volunteer form attached with your parent/guardian and bring the completed form with you to the meeting on September 14. This form requires a signature from the Youth Advisory Commission member and their parent/guardian to be considered complete.



CITY OF OREGON CITY VOLUNTEER AGREEMENT

CITY EMPLOYEE COMPLETES THIS SECTION

1. VOLUNTEER POSITION/PROGRAM

Community Event Volunteer

2. CITY EMPLOYEE NAME

Hannah Schmidt

3. CITY EMPLOYEE TITLE

Community Engagement Specialist

4. CITY EMPLOYEE EMAIL ADDRESS

hschmidt@orc.org

5. Description of volunteer service to be performed:

Youth Advisory Commission members are expected to attend monthly meetings at Oregon City Hall Mount Hood Room through their term of service from September 2026 to June 2027. Special meetings may occur. Members are expected to review Agenda Packets in advance of scheduled meetings. Communication with Youth Advisory Commission members will occur via email and group/individual texts. Members are expected to attend at least three community events within Oregon City and contribute to at least one community project throughout their term. It is considered inexcusable for Youth Advisory Commission members to have ANY unexcused absences and may have no more than three excused absences. An absence shall be considered excused provided advanced notice of 24 hours is provided to the chairperson and staff liaison or is determined to be excused by the chairperson and staff liaison. Absences may be made up for by attending a City of Oregon City commission, advisory board, or committee meeting within 30 days of the absence. Members shall remain in good standing at their school by maintaining passing grades and abiding by the school code of conduct. Violations of the code of conduct and expectations of this section shall be reviewed by the member, chairperson, vice chairperson, City Commission liaison, staff liaison and the Mayor with a goal of improving the performance and participation of the member. From time to time there may be additional activities, meetings and events that Youth Advisory Commissioners will be asked to participate in, which may include riding in a City vehicle with an authorized City of Oregon staff driver.

6. Check all that apply:

☐ Valid Driver's License Required

☐ Background Check Required

☐ Medical Clearance Required

RELEASE AND WAIVER LIABILITY

7. Please read the information below and check each box to indicate you understand and consent to each topic.

☐ I, the Volunteer, release and forever discharge and hold harmless The City of Oregon City and its directors, officers, employees, and agents from any and all liability, claims, and demands of whatever kind of nature that arise now or in the future from the services I provide to The City. I understand and acknowledge that this Release discharges The City Of Oregon City from any liability or claim that I may have against The City of Oregon City with respect to bodily injury, personal injury, illness, death, property damage, or other injury that may result from the services I provide to The City or occurring while I am volunteering.

☐ I understand that The City does not assume any responsibility for or obligation to provide financial or other assistance to me, including but not limited to medical, health, or disability benefits or insurance. I expressly waive any such claim for compensation or liability by The City beyond what may be offered freely by The City in the event of injury or medical expenses incurred by me.

☐ I understand that acting as a volunteer involves certain risks, including but not limited to, serious injury and death. I am voluntarily participating in the activities with knowledge of the danger involved and I agree to accept all risk of participation.

☐ I grant and convey to The City all right, title, and interests in any and all photographs, images, video, or audio recordings of me or my likeness or voice made by The City in connection with my providing volunteer services to The City.

☐ As a volunteer, I expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Oregon and that this Release shall be governed by and interpreted in accordance with the laws of the State of Oregon. I agree that in the event that any clause or provision of this Release is deemed invalid, the enforceability of the remaining provisions of this Release shall not be affected. By signing below, I express my understanding and intent to enter into this Release and Waiver of Liability willingly and voluntarily.

PRINTED YOUTH ADVISORY COMMISSIONER NAME:

SIGNATURE

DATE

PARENTAL/GUARDIAN CONSENT

8. FIRST NAME

9. LAST NAME

10. PHONE NUMBER

11. EMAIL ADDRESS

12. STREET ADDRESS, APT #

13. CITY

14. STATE

15. ZIPCODE

16. I confirm that I am the parent/guardian of the underaged volunteer named above. I give permission for _____ to conduct the volunteer duties described above and consent to all the stipulations under the Release and Waiver Liability section.

SIGNATURE

DATE