



CITY OF OREGON CITY

CITIZEN INVOLVEMENT COMMITTEE (CIC)

AGENDA

Virtual Meeting
Monday, July 06, 2020 at 7:00 PM

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

CALL TO ORDER

PRESENTATIONS

1. Water Master Plan Amendment, Water Rates and SDC's- Patty Nelson -Special Projects Senior Engineer
2. Park Place Urbanization Study-Josh Wheeler, *Assistant City Engineer*
3. Downtown Oregon City Update- Liz Hannum, *Executive Director*

PUBLIC COMMENT

Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder. The Citizen Involvement Committee does not generally engage in dialog with those making comments but may refer the issue to the City Manager. Complaints shall first be addressed at the department level prior to addressing the Citizen Involvement Committee.

MINUTES

4. January 6, 2020 Draft Minutes
5. February 3, 2020 Draft Minutes
6. March 2, 2020 Draft Minutes

STAFF LIAISON UPDATES

7. Staff Liaison Update

GENERAL BUSINESS

ROUNDTABLE

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

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the Staff Member. When the Chair calls your name, proceed to the speaker table and state your name and city of residence into the microphone. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the Citizen Involvement Committee (CIC) does not engage in discussion with those making comments.

Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Staff Member prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503 657 0891

Agenda Posted at City Hall, Pioneer Community Center, Library, City Web site.

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

Park Place Urbanization Study Transportation Growth Management (TGM) Grant

Josh Wheeler, PE – Assistant City Engineer



TGM Grant

- State Program administered by ODOT
- Funding for TSP plans or TSP updates
- Funding for Corridor Plans and other transportation planning efforts



Existing Transportation Studies

- Transportation System Plan (TSP)
- Linn/Leland/Meyers Corridor
- Molalla Streetscape
- Holcomb Pedestrian Plan
- Meyers Road Corridor



Existing Transportation Studies

- South End Concept Plan
- Park Place Concept Plan
- Beavercreek(Thimble Creek) Concept Plan
- Beavercreek Road Access Management
- McLoughlin Boulevard Enhancement



Existing Transportation Studies

- How do we use these plans?
 - Referenced during land use process for private development
 - Determines buildout by private developers based in impacts and TSP and corridor plans
 - To apply for grants for capital projects
- How do we NOT use these plans?
 - For Capital Projects by the City as this type of funding is rare
 - Meyers and Molalla did use their plans



Proposed Grant Application

- Park Place Urbanization Plan
 - Provide planning for as many roads as funding allows for existing Park Place
 - Will coordinate with Concept Plan, Holcomb Pedestrian Plan, and Safe Routes to Schools Grant (if received)



Proposed Grant Application

- Park Place Urbanization Plan
 - Provide proposed buildout of roads with a priority toward Swan, Hunter, Hiram, Front, Apperson, Harley, and Ames
 - Will include which roads should receive sidewalks and bike lanes



Proposed Grant Application

- Park Place Urbanization Plan
 - Grant = \$100,000
 - Local Match = \$50,000
 - City Approved Budget = \$100,000



Proposed Grant Application

- Park Place Urbanization Plan
 - Seeking Letters of Support from :
 - City Commission
 - Planning Commission
 - Transportation Advisory Committee
 - Park Place Neighborhood Association
 - Citizen Involvement Committee

- Questions?
 - jwheeler@orcite.org
 - 503-496-1548

THANK YOU!



Date

Transportation Growth Management (TGM) Grant
c/o Glen Bolen
Oregon Department of Transportation
123 NW Flanders St.
Portland, OR 97209

RE: Letter of Support – Citizen Involvement Committee
Park Place Neighborhood Urbanization Plan
City of Oregon City

To Whom It May Concern:

The Park Place Neighborhood is located on the north side of the City of Oregon City. When it was annexed over 20 years ago, it consisted of mostly rural roads with a large amount of developable land.

Today, it consists of one park, two schools, and a large amount of developable land commonly called the Park Place Concept Plan Area. Outside of the Concept Plan, other developable land exists along with a large amount of land slated for redevelopment.

As development has occurred over the past 20 years, it has become necessary to build out the infrastructure, including the roadway system, to be able to handle the increased traffic consisting of automotive vehicles, bicycles, and pedestrians. Without a Plan in place other than the City's Transportation System Plan, roads have not been addressed consistently since the area was annexed to the City. We understand this Study will provide guidance and solutions to staff to properly address roads going forward.

The Citizen Involvement Committee consists of members of all neighborhood associations. This group makes recommendations to staff and the City Commission from a City neighborhood perspective.

The Citizen Involvement Committee supports the City of Oregon City's application for an Urbanization Study that will determine how to properly and consistently build out the roadway network as development continues so that the future population is addressed in a manageable way. We understand this Urbanization Study will take into account the City of Oregon City Municipal Code, the City of Oregon City Transportation System Plan (TSP), and the Park Place Concept Plan. We also understand this Urbanization Study will be adopted by the City Commission as an ancillary document to the City's TSP.

We pledge that we will have representation at public outreach opportunities as this Study will impact the Park Place Neighborhood for years to come.

Sincerely,

Chair/Representative

DRAFT

City of Oregon City
Meeting Minutes
Citizen Involvement Committee

January 6, 2000

7:00 PM

City Hall, Commission Chambers

1) Call to Order 7:00 PM

Members Present: Steve Van Haverbeke, Karla Laws, Janice Morris, Dennis Anderson, Linda Baysinger, John Kies, Denise Beasley, Bob La Salle, Rita Mills

Members Excused: Amy Willhite, Vern Johnson

Staff Present: Christina Robertson-Gardiner, Head Planner, Tony Konkol, City Manager, Rachel Lyles Smith, City Commissioner

2.) Presentations

2a.) Fernwood Apartments Sign Variance – Christopher Slovic, Ramsay Signs

Christopher Slovic and Todd Mros, representing Ramsay Signs, came to give a presentation to the Citizen Involvement Committee (CIC), since the apartments were in the South End neighborhood, which had no neighborhood association to which they could give their required presentation. They requested a sign variance for three non-illuminated entrance signs to the Fernwood Apartments. The apartments are in a single-family residential zone where only one sign is allowed. There are three signs there already, but they might not have gotten approval. They presented a sign design to the CIC, and let them know that the sign dimensions and numbers would comply with what was allowed for signs in a multi-resident zone, and also conformed to the fire department regulation of having the addresses on them, since the addresses on the buildings could not be seen. Head Planner Christina Robertson-Gardiner said she would let the Planning Commission know that Ramsay Signs had their required meeting and the process could continue.

2b.) Downtown Oregon City Association (DOCA) Update, Liz Hannum, Executive Director

Liz Hannum gave the CIC an update of what had been happening with the DOCA in the past year, explaining that Amy Willhite had invited her to do so. Ms. Hannum shared the 2019 Annual Report, detailing DOCA's events, income and expenditures. She pointed out that DOCA is a member of the National Main Street Organization and bases its marketing, economic, and organizational strategies on that model. The future focus is going to be on retail business generation. She opened the discussion for questions. Dennis Anderson asked her to talk about the elevator signs. She spoke of the holiday lighting of the elevator, and how DOCA has been working with Illuminate Oregon City for other lighting, and they are in the permit process with the City. She spoke of the fact that DOCA had just renewed their contract with the City to run the elevator for three more years, and is planning to have an informational kiosk on the observation desk, which would be up and running by March. Bob La Salle asked if there were any plans to reduce the amount of money DOCA gets from the City. Ms. Hannum stated that they had already received \$60,000 from the City for the next two years, and the Oregon Downtown Main Street Organization has a mandatory qualification of membership affiliation that an organization must

receive funding from its City to be a member. Mr. La Salle also asked if DOCA was doing anything about parking. Ms. Hannum said they are working on a shuttle service for events, and shared parking with private lots.

3.) Public Comments

There were no public comments.

4.) Staff Liaison Updates

Ms. Robertson-Gardiner had the presentation documents from the December meeting in a PDF on this month's agenda. She let the CIC know that if the individual neighborhood associations hadn't turned in a candidate application for the CIC for the new year, they needed to do that with Kattie Riggs, City Recorder, right away. She had requests from CIC members to learn more about development projects, and pointed out where to find them on the City website, and how to get on the listserv to do so.

5.) Elections

5a.) Election of Chair, Vice Chair and Secretary Positions

Janice Morris moved that the CIC hold off elections until next month, due to not having CIC representatives from four neighborhoods. John Kies seconded. A roll call vote was taken: Steve Van Haverbeke, aye, Denise Beaseley, aye, John Kies, aye, Dennis Anderson, yes, Janice Morris, aye. The motion was carried unanimously.

6.) General Business

6a.) Amendments to OCMC 12.30 - Citizen Involvement Committee Creation of Bylaws

The matter was continued until the next meeting, as the Bylaw Committee had not met yet.

6b.) Request for Citizen Involvement Committee Support: Park Place and Barclay Hills Neighborhood Association Request for Future Pedestrian Crossings

Mr. La Salle gave a presentation on behalf of the Park Place Neighborhood Association, asking for the support of the CIC in their quest to get the Public Works Department to prioritize installation of crosswalks on Holcomb Boulevard. He cited a 2017 traffic study which showed that over 9000 trips per day were taken on the road and, with new construction planned, that number would more than double. He also spoke to the fact that there are no sidewalks, traffic signals, or crosswalks on that stretch of road, and cited statistics of the City's other busiest roads that have multiple crosswalks or traffic lights, and have sidewalks. He mentioned that the Transportation Advisory Committee had already unanimously given them their support.

Ms. Laws spoke regarding the unsafe crossing situations on Molalla Avenue due to a lack of streetlights, and the hill the road is on, and mentioned that a pedestrian was killed while trying to cross at Pearl Street. The Park Place Neighborhood Association is requesting blinking traffic crossings in several spots on Molalla Ave. Janice Morris said that Officer Wadsworth had been the one who recommended that they ask for blinking crosswalks, because Police had noted that they were having a hard time on patrol seeing people cross the street. Mr. La Salle expressed his desire for the crosswalks, which he wanted to be blinking light ones also, due to the limited sight distance and speed limit on Holcomb.

Bob La Salle moved that the CIC draft a letter to Public Works in support of Park Place's and Barclay Hills' position to raise the priority of installing blinking light crosswalks and to get funding for them by any means possible. Janice Morris seconded. A voice vote was taken, and all members expressed unanimous support. Steve Van Haverbeke, aye, Denise Beaseley, aye, John Kies, aye, Dennis Anderson, yes, Janice Morris, aye. The motion passed.

7.) Roundtable

Bob La Salle, Park Place, passed.

Linda Baysinger, Canemah, said there will be a Steering Committee meeting on January 8 to talk about the 78 code violations discovered in the natural resources overlay and how it is affecting the residents.

John Kies, Caufield, said that they have new leadership in their Association, but otherwise not much is happening.

Karla Laws, Barclay Hills, reported that there will be an Association meeting on January 14 to discuss Vision 2020.

Janice Morris, Barclay Hills, nothing to add.

Steve Van Haverbeke, Park Place, said they will be having a Steering Committee meeting on January 20, with a presentation being given about the new playground structure for the park.

Dennis Anderson, Canemah, voiced his opinion that he was very disappointed in how the government was not acting in the best interest of the citizens of Canemah in regards to the natural resource overlay code violation findings, and said he believes that their arbitrary regulations were creating hardship, as well as emotional and financial trauma for the citizens.

Denise Beasley, McLoughlin, let the CIC know that the old hospital building was bought, and going to be significantly restored and turned into a 40-45-bed assisted-living center.

Ms. Robertson-Gardiner said she would provide the CIC with a link to information about what the Canemah issues referred to by Ms. Baysinger and Mr. Anderson.

Tony Konkol, City Manager, informed the CIC that James Graham would be the new Economic Development Manager, starting on January 21, and that the current library director, Maureen Cole, would be retiring on January 31, and would be replaced by Greg Williams, who would start on January 27.

Rachel Lyles Smith, City Commissioner, announced that the first official meet-and-greet with the Grand Ronde tribe would take place at the end of January.

8.) Adjournment

The meeting was adjourned at 8:25 PM.

City of Oregon City

Meeting Minutes

Citizen Involvement Committee

Monday, February 3, 2020 7:00 PM, City Hall, Commission Chambers

1. Call to order

The Citizen Involvement Committee (CIC) meeting was called to order at 7:00 pm by Chair Amy Willhite. Secretary Dennis Anderson called the roll for the neighborhood associations.

Citizen Involvement Committee Neighborhoods present: Barclay Hills, Canemah, Caufield, Gaffney Lane, McLoughlin, and Park Place

Absent: River Crest and Tower Vista

Citizen Involvement Committee members present: Bob La Salle, John Kies, Linda Baysinger, Janice Morris, Steve Van Haverbeke, Amy Willhite, Dennis Anderson, Rita Mills

Staff present: Rachel Lyles Smith, City Commissioner; Christina Robertson-Gardiner, Senior Planner; Tony Konkol, City Manager

2. Presentations

2a. Preserve our Past, Art and Poetry Contest—Rochelle Anderholm-Parsch, Aquatic and Recreation Manager (5 minutes)

Rochelle Anderholm-Parsch presented information about an art and poetry contest that the Parks and Recreation department put together in honor of Historic Preservation Month (May). She asked that the Citizen Involvement Committee (CIC) members get the word out to their communities. Her goal was to have youth make a piece of art or write a poem about Oregon City's history as a way to learn about Oregon City's history.

2b. Canemah Wetland Delineation – Pete Walter, Senior Planner (10 minutes)

Pete Walter presented information about a legislative application to add a previously unmapped wetland to the City's natural resources overlay district. He said that if the application is approved, future development within the vegetative corridor would be subject to the provisions of Oregon City municipal code chapter 17:49. The first public hearing would be held Monday, February 10, 2020 at 7:00 pm in City Hall at the Planning Commission meeting. He reported that a notice was sent to all properties within 300 feet of this wetland. This would affect five properties. Mr. Walter opened up for questions from the CIC and answered those questions.

2c. Comprehensive Plan Update – Laura Terway, Community Development Director (30 minutes)

Laura Terway, Community Development Director, provided information regarding the Comprehensive Plan update. She explained that the Plan is a unified vision of the future that reflects the needs and interests of the community, identifies priorities and informs the decision-making process. The Comprehensive Plan allows the City to put its own lens on Federal, State

and Metro requirements. She showed an example of a statewide planning goal and how it was interpreted via the Comprehensive Plan. She explained that the Comprehensive Plan is also a broad planning tool for the City as a larger community vision, and this plan influences almost all other plans, policies and codes for the City. She showed chapters of the Comprehensive Plan. The City now wants to update the plan. One of the goals of the Comprehensive Plan updates is to make sure that the City talks to as many community members as possible to understand what the community would like for the future. She asked that the CIC be a champion for the planning team and get the word out. She said she will give the CIC a toolkit of ways to engage with their neighbors and family members, and she plan to collect community information until the end of Summer 2020. At that time, they will put together a short document that would explain the community's vision. The next step will be to update the Comprehensive Plan with four chapters. The final step is to get the plan adopted. Ms. Terway opened up to questions from the CIC. They asked various questions and she answered them. There were several comments about ensuring that the public could comment for a longer period of time than the timeline indicated.

3. Public Comments

Oregon City resident Marjorie Hughes, secretary for the Two Rivers Neighborhood association, spoke at the public podium. She said that she hoped that by April 2020 the Two Rivers Neighborhood association could elect a member to the CIC. She reported that the neighborhood association had voted to support and encourage the City Commission and the Urban Renewal Commission to look at things they could do around the Cove prior to another developer coming in. She said she was interested in using "banked" mitigation money for the Cove site. Ms. Willhite informed Ms. Hughes that if her neighborhood wants the CIC's support, Ms. Hughes can submit a neighborhood proposal to the CIC for a vote.

Jerry Miller, Oregon City resident, spoke at the public podium. He announced that on Saturday, April 18, 9 a.m. to 1 p.m., there would be a Restore Clackamette Park event. Participants would plant summer blooms, prune and shape shrubs and add mulch. He invited everyone to come support them and the community. Pizza lunch included.

Patti Webb, resident of Canemah Neighborhood, spoke at the public podium regarding the wetland issues. She said she wanted to make sure that the CIC representatives honestly represented the safety and well-being of the neighborhood regarding this issue.

Paul Edgar, resident of Canemah Neighborhood, spoke at the public podium. He passed around an excerpt from a nomination document that was sent to the Department of Interior that talked about water use in Canemah, which was an historic document that showed that there was a wetland in Canemah. He said he was concerned that wetlands in his neighborhood were not surveyed or documented in a way that would protect those wetlands.

Diane Wagner, resident of the McLoughlin neighborhood, spoke at the public podium. She shared that she is working for the 2020 Census as a recruiter. She let the CIC know that she was still looking for many people to fill jobs. She gave each representative a folder with information regarding Census job needs. She asked that if the CIC had any ideas for recruiting, to let her know, because the deadline was approaching. The requirements for obtaining a Census job are:

over 18, have a social security number and an email address. The job is part-time and temporary.

4. Elections

3a. Election of Chair, Vice Chair and Secretary

Dennis Anderson nominated Bob La Salle for Chairmanship. **An unknown male** seconded the nomination. Chair Amy Willhite asked if there were any other nominations. There were none. Ms. Willhite asked Mr. La Salle if he would accept the nomination. He said yes. John Kies-aye; Janice Morris-aye; Steve Van Haverbeke-aye; Amy Willhite-aye; Dennis Anderson-aye; Rita Mills-aye.

Vote was all in favor, no nays and no abstentions. The nomination passed, voting in Bob La Salle as Chair.

Mr. La Salle thanked Ms. Willhite for her service and dedication to the CIC as the Chair.

A **male member** of the CIC nominated Dennis Anderson for Vice Chair. Mr. Anderson declined. A **male member** nominated John Kies for the Vice Chair. **A female** seconded the nomination. The Chair asked Mr. Kies if he would accept the nomination. He said yes. John Kies-aye; Janice Morris-aye; Steve Van Haverbeke-aye; Amy Willhite-aye; Dennis Anderson-aye; Rita Mills-aye.

Vote was all in favor, no nays and no abstentions. The nomination passed, voting in John Kies as Vice Chair.

A **male member** of the CIC nominated Dennis Anderson for Secretary. John Kies seconded the motion. Mr. Anderson accepted the nomination. John Kies-aye; Janice Morris-aye; Steve Van Haverbeke-aye; Amy Willhite-aye; Dennis Anderson-aye; Rita Mills-aye.

Vote was all in favor, no nays and no abstentions. The nomination passed, voting in Dennis Anderson as Secretary.

5. Liaison Report

4a. Staff Liaison Update

Christina Robertson-Gardiner, Senior Planner, reviewed her liaison report. She let the CIC know there was a sign variance presentation in their packet from the January 2020 meeting. The packet also included a couple of neighborhoods that had not turned in their applications to Kattie Riggs, City Recorder. She also included information regarding how to do postcards and the link for how to get to the development applications. She informed the CIC that she would get the letter from Marjorie Hughes, the document from Paul Edgar, the poster for the event in April, and the Census information to CIC members. She said she had sent an email out that day about the postcard budgets to the neighborhoods. She recommended that postcard budget be added to the March 2020 agenda. Ms. Willhite asked the CIC to go back to their neighborhoods

to see how much money they have spent and see if they need more or could donate any money to other neighborhoods in need. The CIC discussed how to get extra postcard money.

6. General Business

5a. Amendments to OCMC 12:30 -- Citizen Involvement Committee and Creation of Bylaws

Bob La Salle gave a presentation regarding the CIC bylaws and code. He said that a small group got together a couple of times to go over the City Code Chapter 2.30 and changes they wanted to make to that code. Mr. La Salle gave the group a document and said that the red words were existing wordage and the bolded words were items to be added to the code. They proceeded to go over the added wordage and reviewed the changes. Mr. La Salle said he hoped to present to the CIC the new bylaws at the next meeting. He said he wanted to present the City Commission with both the new bylaws and the new code at the same time sometime in the near future.

7. Roundtable

6a. Upcoming Neighborhood Association Meetings

Canemah- Linda Baysinger

- Encouraged everyone to have a neighborhood representative attend the Police Chief's meetings.
- John Lewis, Public Works Director, attended the Canemah Steering Committee meeting and discussed the 89 violations in Canemah. He would attend the general meeting in February to discuss this issue.
- When speaking about Pete Walter's report on Wetlands, Ms. Baysinger was representing 20 people from the Canemah neighborhood that voted to not accept the wetlands overlay.
- Right-of-way and the encroachments was a big issue for Canemah.
- Natural Resources Overlay District plan: it is affecting the harmony of the community.

Caufield-John Kies

- Mr. Kies' first meeting as chair was successful. There was one speaker that night. There was a great turnout.

Barclay Hills-Janice Morris

- Village at the Falls was going to attend their last meeting, but had to reschedule due to the flu.
- Three privately-owned properties have Heritage Trees that would be nominated to the city commission.
- They were able get information about the CIC to new residents.
- There would be a Steering Committee meeting the following week.
- At 421 Molalla Ave., there was a fire inside the house due to someone getting in and starting a fire inside. Please keep an eye out.

Park Place-Steve Van Haverbeke

- There was a Steering Committee meeting on January 27, 2020. Jonathan Waverly from the Parks Department gave a presentation at that meeting.
- There was also a presentation by the police liaison about speeds on Holcomb Blvd.
- There will be a general meeting on February 24, 2020 at the community building.
- April 25th there will be a park clean-up at Park Place Park.

Gaffney Lane-Amy Willhite

- They met on January 9, 2020. There was a presentation by Clackamas Water River Providers. Gaffney Lane wanted to put together a tour of their facility.
- They were looking at speed in their neighborhood.
- They sent an email to their neighborhood that NW Natural would be doing work on Meyers Road.

McLoughlin-Rita Mills

- Rocky Smith's grandma passed away.
- They planned to have a special meeting on Thursday at the Library regarding construction on Madison and Monroe.
- There was a new liaison present from the homeless services and the police department. They were thankful for the previous person who held the post.
- Oregon City was clamping down more on speeders. Ms. Mills wanted everyone to keep that in mind.
- St. Paul's Church on 9th and Washington provides a free dinner every Thursday night (except the first Thursday of the month).

Christina Robertson-Gardiner gave an update on the Beaver Creek Road Concept Plan. There would be a preliminary package in front of the Planning Commission in the second or third week of February 2020, which would make a formal recommendation on zone changes and new map amendments. There was a survey presented to the community about the bike lanes on the collector roads.

Rachel Lyles Smith informed the CIC that there would be a State of the City address given by Mayor Dan Holladay on February 25, 2020 at 6:30 p.m., at the Museum of the Oregon Territory, 211 Tumwater Drive, Oregon City. An RSVP through the Chamber of Commerce is required.

8. Adjournment

The meeting was adjourned at 9:01 pm.

Minutes taken by Tara Morissette

DRAFT

City of Oregon City
Meeting Minutes
Citizen Involvement Committee

March 2, 2020

7:00 PM

Commission Chambers, City Hall

1.) Call to Order – 7:00 PM

2.) Roll Call:

Members Present: Janice Morris, Karla Laws, Linda Baysinger, Dennis Anderson, John Kies, Denise Beasley, Rita Mills, Bob La Salle, Amy Willhite, Steve Van Haverbeke

Staff Present: Christina Robertson-Gardiner, Senior Planner, Rachel Lyles Smith, City Commissioner

Chair Bob La Salle announced he moved item 7 on the agenda to item 3c so Public Works didn't have to stay for the whole meeting.

3.) Presentations

3a.) Police Department Chief Jim Band

Police Chief Jim Band was at the meeting to check in with the Citizen Involvement Committee (CIC). He questioned if the neighborhood liaison officer practice was working well, and the consensus was that it was working very well. Mr. La Salle wondered if the police could provide members with district maps for officer patrol routes. Amy Willhite said she wanted Mr. Band to be aware that the Gaffney Lane liaison encouraged citizens to call the non-emergency number for minor issues, but then when people did that, the dispatchers acted like they wanted to know why they were calling. Chief Band said he would look into that, and to have residents keep doing what they were doing in the meantime.

3b.) New Library Director-Greg Williams

Mr. Williams gave a slideshow presentation about the Library's strategic plan, guiding principles, vision and mission statements, and brief statistical information. He then opened the discussion to questions. Karla Laws asked if the Library was prepared to take on working with the School District as the new plan for their future was to eliminate school libraries. Mr. Williams outlined the existing partnership that was already in place with the District. Denise Beasley asked why the Community Room wasn't always available after-hours, and Mr. Williams let her know about the hardware upgrades being made, and that staffing is an issue after-hours. Ms. Willhite and Ms. Lewis asked to make the SMART Reading program a priority as a service for the Library to offer, as it was no longer happening in the School District, and Mr. Williams said he would check in with the Children's Librarian. Mr. La Salle asked if there would be a booth at the Farmer's Market this year. Steve Van Haverbeke let Mr. La Salle know that that booth was run by the Friends of the Library, and they hadn't had one in several years due to volunteering issues.

3c.) Ask OCPW – John Lewis

Public Works Director John Lewis came to provide an update on several Public Works projects. The Molalla Avenue project was currently underway, and had received a grant focusing on alternate transportation methods, so they were working on widening the road for bike traffic and transit stops. The Meyers Road extension was working on utilities, and infiltration and inflow to reduce the amount of groundwater getting into the system. The 2020 slurry seal program would soon be underway. He then went over a flyer from the Transportation Advisory Committee which outlined several grants received, totaling \$2.6 million dollars, which would be used for traffic signal improvement and a Last Mile shuttle service to supplement Tri-Met routes in certain areas. He told the CIC to look for I-205 paving and improvements starting in May 2020.

4.) Public Comments

There were no public comments.

5.) Old Business

5a.) OCMC 2.30 CIC Amendments

Ms. Robertson-Gardiner showed two documents which outlined the CIC proposal for code amendments at the last meeting (original version), and City Manager Tony Konkol's proposed changes to those amendments (Staff version) . The CIC went over both versions and voted on which version they wanted to adopt.

(From approximately 1:20:00 to 1:45:00 in the video they discussed the proposed changes. They did a raise your hand vote, and did not always share the outcome, and I could not always see who voted for what, due to camera angles, or close ups. Chair La Salle stated the outcomes of some of the votes, but just said okay and didn't give the outcomes of others, Amendment 2.30.040 B was for sure 6 for original, 0 for staff, 2.30.040 C was for sure 6 for staff, 0 for original. 2.30.040 D I think was 6 for original, 0 for staff, for 2.30.040 B1, I couldn't tell how many for which one, or which one passed, he just said ok, ok, and the camera was only focused on Bob La Salle and Dennis Anderson at the time)

The votes on suggested changes to the proposal for code amendments were as follows:

Amendment 2.30.040B:

Original Version: 6 votes- Janice Morris, Steve Van Haverbeke, Dennis Anderson, John Kies, Denise Beasley, Amy Willhite.

Staff Version: 0 votes

Amendment 2.30.40C:

Original Version: 0 votes

Staff Version: 6 votes- Janice Morris, Steve Van Haverbeke, Dennis Anderson, John Kies, Denise Beasley, Amy Willhite.

Amendment 2.30.040B1:

Original Version: ?

Staff Version: ?

2.30.040 B2 Rachel Lyles Smith said that the City Commission would not approve the wording in the final sentence of the original version, as the Commission did not have the authority to tell the City Manager which staff he could put where. Ms. Willhite suggested that the final sentence be eliminated.

Amendment 2.30.040B2:

Original Version (with final sentence eliminated): 6 votes- Janice Morris, Steve Van Haverbeke, Dennis Anderson, John Kies, Denise Beasley, Amy Willhite.

Staff Version: 0 votes

Amendment 2.30.070 conflict of interest:

Original Version: 6 votes- Janice Morris, Steve Van Haverbeke, Dennis Anderson, John Kies, Denise Beasley, Amy Willhite.

Staff Version: 0 votes

6.) New Business

6a.) Proposed CIC New By-Laws

Mr. Van Haverbeke expressed his desire to see the CIC add a Land Use Chair as an officer, due to the information that multiple neighborhood associations are not active. Ms. Willhite asked what that would look like. Mr. Van Haverbeke said the Land Use Chair would review land use applications and make recommendations on behalf of inactive associations. Ms. Lewis stated that the CIC should make an effort to reach out to citizens of neighborhoods without active associations, and also stated her opinion that the 30-day notice for developers to present could often be a hardship to developers, due to already-crowded meeting agendas, or associations that only met bi-monthly. Ms. Willhite stated that the code allows them to hold their own meeting, so it would not be an issue.

Mr. La Salle then moved the meeting on to examining the new proposed by-laws. Commissioner Lyles Smith stated that she sees several things in the proposed code amendments and proposed by-laws that aren't in alignment with each other. Mr. La Salle asked her to send him an email with those, and also requested that the CIC members do the same if they saw any issues, so that what he presented to the City Commission was in harmony with each other. Ms. Lyles Smith and CIC members agreed to do so.

6b.) What to Do With Leftover Neighborhood Association Funds

Mr. La Salle said that he saw three potential uses of what the CIC could do with leftover funds: 1) give to associations with a deficit, 2) use to revitalize inactive associations, 3) move the leftover funds to the next fiscal year. He pointed out there were four inactive associations that were all adjacent to each other, and that represented a large portion of the City without representation. Ms. Willhite asserted that she wants the funds to go to associations with deficits, and then use the remaining funds to try to activate inactive associations. Ms. Robertson-Gardiner said she has a spreadsheet with estimates of what existing neighborhoods would spend, and which showed an almost \$6,000 surplus in funds. Ms. Willhite expressed her opinion that the CIC needs to bring up the subject of the budget with the City Commission, as postage has increased and so has number of mailings, and if there weren't inactive associations, the current budget would not cover CIC mailings.

Amy Willhite moved to use leftover funds first on associations that had deficits to make up their deficit, and then after those deficits had been covered, the rest of the funds would go to activate inactive associations. John Kies seconded the motion. Mr. La Salle requested all voting members raise their hands in favor. Janice Morris, aye; Steve Van Haverbeke, aye; Dennis Anderson, aye; John Kies, aye; Denise Beasley, aye; Amy Willhite, aye.

The motion passed with 6 in favor and 0 opposed.

Ms. Morris asked when was the last time the City evaluated its postcard mailing process, because the way they are currently doing it is not efficient, creating a middleman that isn't needed. Ms. Robertson-Gardiner asked her to put her query in an email, and she would send it on to the proper person.

7.) Roundtable

Ms. Willhite, Gaffney Lane, said they have a meeting upcoming on the 12th, in which two land use issues would be discussed. Public Works will be coming to the meeting, also.

Mr. Van Haverbeke, Park Place, shared that April 25th is the upcoming City Clean-Up Day, and Park Place Park will have their annual clean-up then.

Ms. Baysinger, Canemah, let the CIC know that John Lewis, Public Works Director, had given a Canemah-specific presentation at their last meeting, and they have a Steering Committee meeting next week.

Ms. Laws, Barclay Hills, said they are holding their meeting next week at Clayton Moyer Commons where the manager of the facility will speak, and they will also have someone from the Farmer's Market coming to discuss their spring markets.

Ms. Morris, Barclay Hills, had nothing to add.

Mr. Kies, Caufield, said they have an upcoming General Meeting the last Tuesday of the month.

Mr. Anderson, Canemah, and Ms. Mills, McLoughlin, both passed.

Ms. Beasley, McLoughlin, said they had an emergency meeting last month due to a land use issue. There is a proposal to turn the old Olson Drug on 7th and Monroe into a mixed use apartment building. There is also a proposed single family dwelling going in on 5th Street, but the concern is that it looks like it will obviously be for a group home, not a single family unit.

Ms. Robertson-Gardiner passed.

Ms. Lyles Smith stated that Clackamas Community College will be having a groundbreaking for a Welcoming Center on the 13th, and the OC Chamber will be having their annual dinner on the 14th. She also announced that the community development webpage now has a new guide for food carts on it.

8.) Adjournment

The meeting was adjourned at 9:28 PM.

DRAFT



CITY OF OREGON CITY

Staff Report

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

To: Citizen Involvement Committee **Agenda Date:** 06/029/2020
From: Senior Planner Christina Robertson-Gardiner

SUBJECT: STAFF LIAISON UPDATES

1. For those interested in keeping up with the latest development applications in the city, there are two great ways to get the information. Please pass this information on to your contact list as appropriate for your organization.

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

2. Are you scheduling a neighborhood meeting with a developer and want to review the pre-application materials before you meet? You can request a copy of the application materials and staff notes through the online public records request process on the city's website. <https://www.orcity.org/cityrecorder/public-records-request-policy-and-form>.

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

4. [OC2040 Community Vision Survey](http://www.oc2040.com) (www.oc2040.com)

[OC2040](http://www.oc2040.com) is a citywide effort to update the city's Comprehensive Plan to preserve what we love about Oregon City today while planning for future generations. The first step in the [OC2040](http://www.oc2040.com) process is to create a Community Vision for the future of Oregon City.

Please go to the [OC2040](http://www.oc2040.com) website to complete a 5-10 minute survey to share your thoughts about what makes Oregon City special and what you'd like to see change in the future. While you are there, be sure to sign up for the [e-newsletter](#) in order to receive project updates.

5. [Limited City Facilities reopened to the public](#)

The following City Facilities are reopened to the public: City Hall, Public Works Engineering and Operations, Community Development, Police and Municipal Court. Face masks are required to visit these facilities. If you do not have your own mask, these facilities will offer one to you. All visitors should practice physical distancing and reschedule in-person visits if you are feeling unwell. To ensure a safe experience within our buildings, the City has made the following changes: installed protective shielding, providing hand sanitizer, and observing occupancy limits. Our goal is to be responsive to our community throughout this pandemic; we appreciate your understanding and cooperation.

Current Hours of Operation

City Hall - 625 Center Street

Monday through Friday, 9 a.m. to 4 p.m.

Public Works Engineering - 625 Center Street

Monday through Thursday, 9 a.m. to 4 p.m.

Friday by appointment

Community Development - 695 Warner Parrott Road

Monday through Friday, 8:30 a.m. to 3:30 p.m.

Public Works Operations - 122 S. Center Street

Monday through Thursday, 7 a.m. to 4:00 p.m.

Friday, 7 a.m. to 3:30 p.m.

Municipal Court - 320 Warner Milne Road

By appointment

Oregon City Library is closed to the public and accepting returns on a limited basis, [read more](#). The Library is also offering an appointment-based, no contact holds pickup service, [read more](#).

