

Citizen Involvement Council Minutes - 06 April 2015 - DRAFT

Call to Order by Chair Amy Willhite: 7: ?? PM

Roll call by Karin Morey

In Attendance:

Tony Uzuegbunam - BHNA
Mark Matheson - BHNA
Linda Baysinger – CNA
Dennis Anderson – CNA
Tom O'Brien - HGWF
Kathy Hogan - HGWF
Amy Willhite – GLNA, CIC Chair
Joyce Gifford – HNA
Faith Leith – HNA
Rita Mills – MNA
Jesse Buss - MNA
Bob La Salle – PPNA
Karin Morey – RNA, Vice Chair
Gary Fergus – SENA
Bill McConnel - SENA
Bryon Boyce – TRNA

Excused:

Barbara Renken - PPNA Secretary
Harris Gwinn - RNA
Mike Mitchell – CFNA

Staff:

Tony Konkol – Comm.Dev.Dir.
Laura Terway - City Planner
Brian Shaw – City Commissioner
John Lewis - Public Works

Guests:

Betty Mumm

Chair Willhite reports that the minutes will be taken via video by Barbara Renken.

2. Opening Comments:

Betty Mumm expressed her frustration over a lack of recognition at the meeting on March 2. She feels the process is unclear at how a citizen can request to comment. Amy explained the procedure in the past and said we'd work on the process. Laura Terway mentioned that the procedure is explained at the end of the Agenda.

3. and 4. Public Works Update and Presentation: John Lewis

John had seven items to report on:

3a. Update on **Meyers Rd. and #213**. David Evans is developing a Concept Plan and the city welcomes input from neighbors in the area.

3b. John or Aleta will attend the **Canemah NA Meeting** regarding geologic hazards. Scott Burns will be guest speaker.

3c. **A Concept Plan for Five Corners** - Linn, Leland, Meyers Rds. is being developed. Many citizens have concerns regarding the Round About. It will be discussed tomorrow evening at C C Work Session along with the possibility of an Intersection Control Analysis.

3d. **TAC** is working on goals and ideas to promote citywide traffic and safety campaign. Next meeting will be April 22, changed due to conflicts.

3e. **Tri Met** is working on revising and adding future bus routes to be affective at the completion of the Orange Line, September 12th, 2015. Visit their website or attend one of two meetings scheduled: April 16 @ CCC or April 21 @ Pioneer Center in O.C.

3f. **Pavement Maintenance:** John handed out a map of accomplishments, updated from the previous 2008 map. Differences in various methods of rehabilitation were explained. Martin is currently working on a 5 year plan.

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3g. Planning Dept. also working on **Storm Water Manual and Grading Standards**. Oregon City is a Phase I Standard, held to a higher standard because it is in the Metro District of Portland.

5. Work Item:

Tony K. reviewed the processes involved regarding the amendments to the OCMC in making these changes and reassured the representatives that citizen input will continue to be encouraged as the changes are discussed and amended.

Chair Amy requested a consensus by show of hands to adopt the amended Draft Amendments, Chapter 2:30, dated March 2015. There was no consensus to adopt, so each sub section of 2.30 was reviewed and discussed separately.

Chair Amy asked if she could make a motion to vote on each of the sections with a show of hands rather than a role call. The motion was seconded and passed unanimously by individual representative vote of every present member.

After a motion was made on each draft amendment and seconded for each section of the Draft Amendments to the OCMC, significant, detailed discussion followed. Each motion made was seconded and discussed. A show of hands then determined whether the section in question would be acceptable or needed more evaluation and/or further revision.

2.30.010 - **Created.** "The citizen involvement committee (CIC) is hereby created for the City of Oregon City. The CIC shall foster public participation and education regarding land use for the City Commission and other duties as identified within this chapter."

Linda moved, Joyce seconded, discussion: Motion passed.

2-30.020 – **Duties.** "Powers and Duties. The powers and duties of the CIC include, but are not limited to the following:

- A. Encourage public participation and knowledge of land use in Oregon City.
- B. Encourage public participation in other government activities and neighborhood programs.
- C. Provide information to the City (Commission) and share information with the public.
- D. Address grievances of the CIC and of neighborhood associations.
- E. Perform duties that the City Commission assigns to the CIC.

Karin moved, Rita seconded, discussion: Motion did not pass.

2-30.030 – **Membership.**

- A. Number of reps from each NA; number of votes from each NA; primary vs. alternate.
- B. Each NA can recommend reps from their N; the Mayor will appoint.
- C. Each rep must reside, own, have a business in the N they represent, extending to UGB.
- D. All reps shall serve without compensation.
- E. Reps must notify Liaison prior to meeting if they cannot attend.
- F. Rules for attendance and conduct; City Commission can act to dismiss primary rep. Alternate rep will step in as primary.

Karin moved, ? seconded, discussion: Motion did not pass.

2.30.040 - **Officers and Staffing.** Karin moved, Joyce seconded: Motion passed.

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A. Nominations shall be taken from the floor at the last meeting of the year for chair, vice chair and secretary. Voting shall take place first meeting of the following year to serve a two year term. Special election to be held if any officer cannot complete term. Chair or vice chair cannot serve more than two consecutive terms.

B. Chairperson presides at all CIC meetings; serves as ex officio on all committees. Chair shall be official spokesperson for CIC, representing the majority position, unless otherwise delegated in writing with the majority consent of the CIC.

C. Vice Chairperson to act as Chairperson in his/her absence.

D. Secretary prepares minutes and attendance and sends to Liaison.

E. Commission Liaison attends all CIC meeting; acts as support, is non voting member.

F. City Liaison works for City Manager/Planning Division. Keeps records, creates and posts agendas, maintains a data base of all CIC members, meetings and tracks the budget.

Karin moved, Joyce seconded, discussion: Motion passed as amended.

2.30.050 - Organizational Procedures. Karin moved, Gary seconded: Motion passed, unanimous.

A. CIC holds official meeting every month. Special meetings can be called by City Manager or City Manager's designee.

B. Majority constitutes a quorum. Quorum may approve by majority of the quorum. All members present including the officers are allotted one vote per neighborhood.

C. CIC establishes goals every two years, consistent with Goals and Objectives of CC.

D. CIC Chair or designee reports to City Commission annually provide summary of functions.

E. Meetings must comply with ORS 192.640 and all business must comply with Fed, State and local laws and regulations.

Karin moved, Gary seconded, discussion: Motion unanimous in favor as amended.

2.30.060 – Grievances.

A. A Grievance Committee will be formed as needed by a written grievance to recommend resolution to the CIC for a vote.

B. The GC will consist of five members either primary or alternate chosen by the CIC Chair through a random lottery of CIC representatives.

1. Any member who is a party to, or is directly impacted by, the grievance or the recommendation must recuse themselves.

2. The CIC Chair will serve as an ex-officio on this committee.

3. A committee chair will be appointed by the GC itself.

C. The task of the GC is to study any grievance directed to the CIC, by a member or NA, or anyone adversely affected. Upon receipt of Grievance, the committee will proceed:

1. First attempt to reconcile differences among themselves through mediation.

2. If mediation fails, committee conducts meetings/hearings to determine facts. Majority of GC is a quorum.

3. GC reports progress to CIC within 30 days or at next CIC whichever is later.

4. Within the next 30 days or next CIC Meeting whichever is later, GC reports recommendation for resolution of the grievance.

Karin moved, Jesse seconded, discussion: Motion passed as amended, unanimous.

2.30.070 - Conflict of Interest.

A member of the CIC shall not participate in any committee proceeding or action in which any of the following has a direct or substantial financial interest: the member or his/her spouse, brother, sister, child, parent, father in law, mother in law, any business in which he/she is then serving or has served

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within the previous two years, or any business with which he/she is negotiating for or has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential interest shall be disclosed at the meeting where the action is being taken. The committee shall operate in the general public interest serving the community as a whole.

Karin moved, Joyce seconded, no discussion to amend: Motion passed, unanimous.

2.30.080 – Expenditures.

The CIC shall have no authority to make any expenditures on behalf of the city or to obligate the city for payment of sums of money.

Karin moved, Faith seconded, no discussion to amend: Motion passed, unanimous.

6. Approval of the Minutes:

A motion was made by Kathy, seconded by Bob to approve the minutes. The role was called. Unanimous to accept the minutes by representatives present.

7. Neighborhood Association Updates:

Joyce – Hillendale meets tomorrow at Living Hope Church. Chief Jim Band (CSAF), Laura Terway, Bob LaSalle (TAC), Officer Rohde, Tracey Griffin (Library Bond) among guest speakers. Update on Newell Creek work. Be sure to vote for your favorite movie.

Faith – Ditto Joyce.

Kathy – No report

Commissioner Shaw – Nothing to report

Bob – PP will host General Meeting next month. Bob will be visiting each NA Mtg, regarding Traffic and Safety. He will have forms for each attendee to comment for further action.

Amy – Gaffney Lane will host quarterly meeting April 23 at Garden Meadows Courtyard. Refreshments will be served, all are invited. Speakers will include Bob LaSalle, TAC; Brandon Paxton, Fire; Sgt. Justin Young, Police; Chief Band; Kelly Moosberger, Planning Commission regarding updates on Garden Meadows Drive.

Karin – Rivercrest will hold their Annual Plant Sale on first Saturday in May. Steering Committee also to meet in May. Previously had 5 fire fighters present their accomplishments. Several businesses have been broken into recently. Contact Chris Wadsworth if you have a home or business with a security camera, as you may be able to help with details of the breakin's through the data base.

Tom – Tom reports that Westling Farms had two breakin incidents. One at homes being constructed by Icon; tools and microwaves were stolen. Also on Saturday, at approximately 4 a.m. neighbors reported their doors being hammered/banged on. Next meeting is April 16 at Methodist Church, SE Road. Chris Geiger will speak on Bond Measure. Chris Wadsworth representing the Police Dept; and Bob LaSalle, Chair of TAC to hear about a number of concerns and suggestions from neighbors regarding efforts to improve on weaknesses in the city as well as the neighborhood.

Bryon – Two Rivers will meet on April 2. Bob LaSalle, TAC; CERT and the Police Department will be present.

Jesse – Defers to Rita

Rita – McLoughlin NA is concerned about maintaining many of the features at the site of the Library, as plans to reconstruct the library begin, among them the swing/play and park areas.

Dennis – Canemah NA will meet on April 16. John Lewis, Planning; Scott Burns, Geotech will speak. Enthusiasm is great and new larger location at Methodist Church is working well.

Linda – Scott Burns will speak for 45 minutes on Geologic Issues. All are welcome.

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Gary – SENA has adopted a portion of South End Road for cleanups. Meet at 8:30 on Saturday to participate.

Bill - Spoke of cleanup on SE Rd. this Saturday. In March Kelly Moosberger did a presentation, as well as Capt. Geiger of Fire Dept. on bond issue in May.

Tony U – Quarterly meeting to be held on April 14. There have been a series of car breakins. Chris Wadsworth is looking into the issues, collecting data on items stolen.

Mark - He is familiar with GIS. Together with the Police Dept. the incidents can be mapped. He has spoken with the Police Chief regarding itemizing stolen items and timing.

Additional Comments:

Joyce – Gardner Middle School had a power surge, due to a 220 line vs. 120 line being installed by PGE. Gardner was protected against the surge, however neighbors may be affected and PGE will cover any damage done.

Tom – Advises power surge protection which is available at a small cost compared to damage that occur.

8. Other City Business Updates:

8 a. Laura Terway

Heritage report scheduled earlier will be presented at CIC meeting in May.

Staff tested issues with web communications and they seem to be resolved.

Katie and Laura are fine tuning their job descriptions and responsibilities. Contact Laura with issues concerning the CIC.

Work is being done on updating NA Officer information to facilitate communication. All meetings for the year will be available on the website.

Earth Day will be happening at 5 locations in the city on April 18. Arbor Day will be celebrated at Eastham School on April 13.

Library Update: Ground breaking should occur this summer.

Police Department will hold a Shred Event on Saturday, April 25 from 9-12 am.

8 b. Tony Konkol – Community Development Director

Tony expressed his appreciation to the CIC representatives for their thoughtful consideration and input in reviewing and revising the OCMC.

Tony will be meeting with Denyse McGriff on April 21, 7 pm at 221 Molalla Ave., second floor to discuss clarifications regarding Land Use. All are welcome to attend.

WFLP is moving forward. Requests for proposals on the Riverwalk, from 99E to PGE were received from 14 companies. Three were accepted. These three will be given an issue to consider and from that data a contractor will be chosen, probably in May.

The Chair of each NA will be receiving Land Use requests shortly. Each CIC Rep can request the info from the chair of his/her NA.

9. Meeting Adjourned by Chair Willhite: 9:50 ? pm

Minutes by Barbara Renken, via video.

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Abbreviations that may be used in these minutes:

BHNA – Barclay Hills Neighborhood Association
CAFNA – Caulfield Neighborhood Association
CNA – Canemah Neighborhood Association
CAG – Chief’s Advisory Group
CC—City Commission
CERT – Community Emergency Response Team
CIC – Citizen Involvement Council
COC – Chamber of Commerce
FASFAH – Fill a Stocking Fill a Heart
GLNA – Gaffney Lane Neighborhood Association
HGWF – Hazel Grove - Westling Farms NA
HNA – Hillendale Neighborhood Association
LOA – Leave of Absence
MNA – McLoughlin Neighborhood Association
NA – Neighborhood Association/s
OC – Oregon City
OCCE – Oregon City Community Education
OCFM – Oregon City Farmer’s Market
OCMC – Oregon City Municipal Code

OCPD: Oregon City Police Department
OCPW – Oregon City Public Works
P&R – Parks and Recreation
PAC – Political Action Committee
PC—Planning Commission
PPNA – Park Place Neighborhood Association
PRAC – Parks & Recreation Advisory Committee
PSU – Portland State University
RAMS – Road Audit for Maintainability & Safety
RNA – Rivercrest Neighborhood Association
SECP – South End Concept Plan
SENA – South End Neighborhood Association
TAC – Transportation Advisory Committee
TSP – Transportation System Plan
TVNA – Tower Vista Neighborhood Association
TRNA – Two Rivers Neighborhood Association
UGB – Urban Growth Boundary
WFLP- Willamette Falls Legacy Project