



## MEMORANDUM

To: Mark Matheson and all other Parties Identified in the Grievance submitted  
November 28, 2017  
From: The Oregon City Citizen Involvement Committee, Grievance Committee  
RE: GC 17-02 & GC 17-03, Submitted November 28, 2017  
Date: February 5, 2018

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On November 28, 2017, the City received a Grievance for the Citizen Involvement Committee (CIC). The general process under which the CIC shall review the Grievance is set forth in Chapter 2.30.060 of the Oregon City Municipal Code. At the March 5, 2018 CIC meeting, five (5) members from the CIC were chosen at random to staff the Grievance Committee (GC).

You have indicated in an email dated February 5, 2018 (addendum #3) that you recommended that the CIC not process the complaint you submitted on November 28, 2017 while you are actively involved with the lawsuit. As such, this complaint will be put on hold until we receive direction from you to proceed.

Once we hear from you that you would like to proceed with the grievance, the Grievance Committee recommends that both parties first seek mediation.

Chapter 2.30.060.C.1 of the Oregon City Municipal Code directs the GC to recommend the parties seek to reconcile their differences through mediation prior to further review of the Grievance. The GC suggests utilizing Clackamas County Dispute Resolution Services whom may be contacted at (503) 655.8850.

If mediation has failed, the GC and CIC are authorized to conduct meetings and hearings as may be necessary. If this should occur, a written request to continue the Grievance review process must be sent to the City. Please contact Christina Robertson-Gardiner [crobertson@orcity.org](mailto:crobertson@orcity.org) or (503) 496.1564 with any additional questions or concerns.

Sincerely,

The Oregon City Citizen Involvement Committee, Grievance Committee

Attachments:

1. Chapter 2.30 of the Oregon City Municipal Code
2. Memorandum dated February 27, 2017