



CITY OF OREGON CITY

CITIZEN INVOLVEMENT COMMITTEE (CIC)

MINUTES

Commission Chambers, 625 Center Street, Oregon City

Monday, December 2, 2024 at 7:00 PM

This meeting was held online via Zoom as well as in person at City Hall Chambers in Oregon City.

1. CALL TO ORDER

PRESENT: 14 - Karla Laws, Didi Dahlsrud, Linda Baysinger, Dennis Anderson, Dan Berge, Lisa Guirsch, Shelly Alway, Betty Mumm, Josh Kayser, Sara Peterson, Denise Beasley, Tim Powell, Steve VanHaverbeke, Bob LaSalle

STAFFERS: 1 - Hannah Schmidt, Community Engagement Specialist

2. PRESENTATIONS

a. Clackamas River Water Providers – Christine Hollenbeck, Water Conservation, Public Outreach & Education Coordinator

Christine presented today on emergency preparedness for drinking water and the Clackamas River Water Providers' Conservation Program. The Clackamas River Water Providers are all cities and public water providers that use the Clackamas River as drinking water which is a customer base of about 400,000 people.

Emergency Water Preparedness

Most people do not often think about drinking water on a daily basis; however, there is always a possibility where an emergency situation could result in drinking water not being available to the public for a period of time. Depending on the severity of the emergency, public drinking water could take a while to be brought back online. To prepare for a possible water emergency, it is advised to store 14 gallons of water per person in a household and more if there are pets. This would be approximately 1 gallon of water per person. Types of storage containers include sturdy plastic containers with handles, empty 2-liter soda bottles, and/or prefilled water bottles. It is not recommended to use glass, milk jugs, juice containers, or anything that stored chemicals. Milk and juice containers can harbor bacteria even if cleaned thoroughly and sanitized. It is best to store these containers in cool spaces such as the back of a closet, under a bed, in a cool place in the garage, behind the washing machine, etc. and rotated annually. Sources of emergency drinking water in the home are the hot water heater, shelf-stable drinks, ice cubes, and water left in the pipes. Do not use water from the toilet, waterbed, radiator, swimming pools, or hot tubs. Water sources around the community can be rainwater and local streams, rivers, ponds, and lakes. Using any of these water sources requires filtration and sanitization. Floodwater or water with any odor or things floating in it should not be used. Treating drinking water can be done with bleach, purification tablets, water filters, or boiling for 2 minutes. Links were shared with more information on drinking water emergency preparedness as well as waster management. Five things that can be done right away are signing up for the public alert system, write down important phone numbers and add them to a Go kit, start putting what you have together,

make a plan with family and neighbors, and share what was learned with other people. Good emergency preparedness information can be found online with the Red Cross, the Regional Water Providers' Consortium, and Clackamas River Water Providers.

Public Education and Outreach Program and Water Conservation Program

The youth education program is fairly robust where presentations and assembly programs are given at 54 schools in 5 different districts. Each teacher can receive up to \$250 per year in for a mini water education grant, and treatment plant tours are available for schools and the general public. An annual water calendar is done with the elementary schools, and teachers have access to a resource page on Clackamas River Water Providers' website as well as a physical library with books and videos.

The conversation program offers eight different water rebates, a free residential landscape water audit program, a plant guide of local water efficient plants on the website, a free home water audit kit upon request, free water efficient fixtures and devices, a hose water meter, and a quarterly e-newsletter.

A big part of their success is in the partnerships such as Clackamas Community College, Clackamas River Basin Council, Clackamas Soil and Water Conservation District, Clackamas County Water Environmental Services, and Clackamas County Sustainability Division. Christine encouraged everyone to check out their website and invited them to contact her with any questions.

b. Downtown Oregon City Association (DOCA) – Juliana Allen, Executive Director

Juliana gave an update from DOCA on what the association has been doing recently, new businesses that have come in, and plans for the coming year.

The mission of the Downtown Oregon City Association is to cultivate community and commerce in districts so they are equally giving parts to community and commerce.

There have been several events in the last year that have stimulated community and commerce. One recent event was the Trick-or-Treat event put on for Halloween. There was some community concern last year about safety, so this year Public works and Oregon City Police Department staffed crossing guards at 10th, 7th, and 5th Streets. Small Business Saturday just finished up, and the holiday tree lighting will be Saturday, December 7th.

Many new businesses like boutiques and restaurants have moved into the area. At this point, so many new businesses have moved in that there is very little space left.

c. Oregon City Public Library Flooring Project – Greg William, Library Director

Greg was accompanied by Denise Butcher, Library Operations Manager, to share information about a pending project to replace the flooring on the first floor of the library.

In 2021, the city contracted with Bureau Veritas to assess the conditions of the city's facilities. Most everything in the library was in good condition with the exception of the floor saying the it only had about two years of remaining useful life, is a trip hazard, and has gaps. After a few years of discussion, it was decided to put a budgetary request into the 2023-2025 biennial budget for \$125,000. The original estimated cost was \$90,000, but the estimate is a few years old and did not cover some logistical items necessary for the

renovation. If the total comes in more than \$125,000, there are funds budgeted to cover any excess.

In reviewing the traffic patterns, it was decided that the best time to replace the floor would be January. An invitation to bid has been put out that requires an in-person walk through to make sure vendors understand the scope of work so they can offer a high-quality bid that takes into consideration the special needs of the project. So far there has been about 5-6 bids. The final contract with the selected vendor will be brought to the City Commission for potential approval on December 18th which will hopefully allow them to complete the work in January 2025.

With the goal to minimize inconvenience to the public, the floor will be replaced in three phases. Phase 1 will be the lobby area. The library will need to be closed for a couple days because of all of the access points in this space. Phase 2 will be the circulation room which has a logistical issue of replacing the floor around the material handling machine. Time needs to be coordinated where the machine vendor can move the machine when the floor vendors need to work in that area. Phase 3 will be the Hold area, the main part of the Carnegie, which should go pretty fast.

In order to mitigate impact to the public, the library will keep some circulation services available so people can come pick up their holds, and there will be Chromebooks available for checkout to patrons who need that service. They are still working through how to keep their print-from-home service available during the time the printer will not be accessible. Some of the planned programs like story hour and art labs will be moved to the Pioneer Center.

A question was asked about salvaging the old floor, and it was advise that is included in the scope of the bid. The goal is to retain as much of the wood as possible and find a creative way to use it.

A question was asked why the lobby floor was being replaced since it is fairly new. The flooring has not performed as expected. There are gaps in the wood and a water spill made some of the flooring raise up creating a trip hazard.

Since the community room is used for neighborhood association meetings, it was asked how sure it was that the project would be done in January. If everything gets approved on the current timeline, there is a high level of confidence that it will get completed in January.

It was asked what the floor would be replaced with, but that has not been defined yet. The desire is for the floor to be as close to the original as possible.

The question came up asking what assurances does the city have that the new floor will perform as well as the last. The library facilities manager has been in discussions about this, and they are confident that if they go with a quality wood solution versus an engineered product that the floor will have a good lifespan.

Community Engagement and Information

All of this has been discussed with the library board, and they are in concurrence. There were a lot of good questions and feedback. This visit to the CIC is part of the public outreach, and there will be discussions with Communication Department on updating the project page on the city website with impact information.

3. PUBLIC COMMENTS

None

4. MEETING MINUTES

A motion was made to approve the CIC Meeting Minutes for November 4, 2024. The motion was seconded. All in favor. Motion passed.

5. GENERAL BUSINESS

a. Selecting Paper Stock for NA Postcards

At the last meeting, it was mentioned that there was potential water damage to postcards causing smearing, so this meeting was to pick out one chosen color for card stock to have all postcards printed on to minimize this. However, after some further testing, it was discovered that the smearing happened at some other point and was not caused by water.

Ms. Schmidt reviewed the background of how the postcard service went from Buel's Printing to Eagle Web Press and how the current postcards came to be printed on teal cardstock. The contract with Eagle Web Press is coming up, and Ms. Schmidt will come back to the CIC once it has been renegotiated.

Currently, it is less expensive to have the background inked for the postcard because the cost of card stock has gone up. The secretaries of each neighborhood will send Ms. Schmidt their postcard information letting her know what color they would like, and she will work on making sure the paper color is lighter such as pink, yellow, and orange and will ask Eagle Web Press for some physical swatches to look at. She also suggested that any images are PNG files versus JPEG because the background on a PNG file is transparent whereas a JPEG creates a white box around the image.

A motion was made to continue utilizing white paper stock and have each neighborhood select their desired background color of their postcard. The motion was seconded. All in favor. Motion passed.

6. STAFF LIAISON UPDATES

a. December Staff Report

Ms. Schmidt received Park Place's updated meeting schedule for their general and steering committee meetings and would like the same information from each neighborhood association even if they keep the same schedule. She is working on the 2025 calendar and wants to ensure accuracy of information.

Shelly Always from Gaffney Lane will be stepping down, and another Gaffney Lane member will be joining the CIC. There is a current issue with the onboarding system, and as soon as that is resolved, an application will be sent to the person taking the position.

There was an issue recently where a scheduled virtual meeting was unable to happen because of a last-minute unscheduled meeting with another neighborhood because the Zoom account only allows one meeting to happen at a time. To help make sure this is not an issue going

forward, Ms. Schmidt has asked all neighborhoods to schedule their meetings for the year in Zoom and let them know that there cannot be two meetings scheduled for the same time. It was advised that if a neighborhood needs to use Zoom for a meeting during an already scheduled meeting time that they can set up a free Zoom account on their own and use that.

A correction request was given that the staff report still says Buel's instead of Eagle Web Press.

b. CIC Budget Update

In reviewing the budget, Ms. Schmidt was reminded that there was a vote last month to move two meeting allocations to Hazel Grove from South End for postcard mailings, and Ms. Schmidt will make sure that gets moved over.

Next month the annual Zoom fee will be taken out of everyone's budget based on population allocation. It should be fairly small as the yearly fee is \$149 split across the neighborhood associations.

There was some confusion with the budget showing a mailing but no postal charge and a month where there was no mailing but did have a mailer charge. It was confirmed that the charges show in the budget when the city is charged and versus when the mailings happen.

ROUNDTABLE

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

McLoughlin – Tim Powell & Denise Beasley

There was a general meeting last month with an update from the city's Planning Department as well as how the legislative changes will impact historic properties in Oregon City. This has been a big concern for the neighborhood. Mr. Powell feels like Christina Robertson Gardner presented the information well. It is understood that this change mainly affect new development; however, if a historic property were to be bought and turned into something else like a quadplex, there is nothing that can be done about it. There is also a concern about developers being able to tear down buildings without approval, and the assistant city attorney has been very involved in this issue. Mr. Powell wanted to let everyone know that big changes are coming that will hopefully not impact historic buildings but have the potential to.

Ms. Beasley offered that this presentation from the Planning Department also discussed new state land use rules and how they will affect people and help developers and that there is not anything that can be done about it.

They have a steering committee meeting this Thursday, and Ms. Beasley is hoping to hear about the new neighborhood website. The new website information will be brought to the general meeting in January.

Park Place – Steve VanHaverbeke & Bob LaSalle

They had a steering committee meeting in November and a special meeting to discuss the Metro Enhancement Grant and whether they will go forward with it. It was decided to move forward. They will meet tomorrow with Parks to go through the final contract. The next steering committee meeting will be January 20th, and the next general meeting will be the fourth Monday in February.

Canemah – Dennis Anderson & Linda Baysinger

They had an open forum with the new commissioners, and it went well. They got to know Scott Wilson and Mike Mitchell who fielded a number of questions. The neighborhood Halloween event was a success, and they had a great turnout even for a rainy evening. There were prepacked goodie bags and a little gathering in the Children's Park before the kids walked through the neighborhood. Their next meeting will be in February.

Mr. Anderson mentioned an event on Friday, December 13th with LoveOne where they will be accepting donations for people in need at 15900 SE Lark Avenue. Items of interest are men's and women's socks, warm gloves, beanies, tarps, shampoo, wet wipes, tents, deodorant, toothpaste and toothbrushes, hand warmers, etc.

Caulfield – Dan Berge

No update due to virtual attendance audio difficulties.

Gaffney Lane – Shelly Always & Betty Mumm

They held a general meeting on November 19th with a presentation from Pete Walters from Oregon City Planning. They talked about land use and what can be done in the neighborhoods. Commissioner Rocky Smith attended and gave an update on what the City Commission is doing. Their next meeting will be January 21st, and the Homeless Coalition will present. Shelly gave an update online. Alex Mosman from the Oregon City Police Department reminded people to help monitor porches for packages during the holiday season. It was also mentioned that the Citizen's Academy for the police department will be held January through March and information about that can be found on the police department website.

Hillendale – Sara Peterson & Josh Kayser

They had a steering committee meeting last month to get their topics of discussion in order for the next general meeting that will be on January 7th. There is another steering committee meeting tomorrow.

Elyville – Karla Laws & Didi Dahlsrud

They recently had a meeting with Kira from the Oregon City Watershed Council. The neighborhood would like to plan an event with McLoughlin and/or other neighborhoods to collaborate on a spring cleanup of the whole promenade and the VFW pollinator garden. If any neighborhoods are interested, Ms. Dahlsrud asked that they reach out to her.

Hazel Grove/Westling Farm – Christ Nulte

They applied for their first meeting date of April 8th and have secured it. He thanked the CIC for the postcard mailer funds.

Commissioner Adam Marl

He thanked the two CIC members who put their names on the City Commission ballot. The Planning Commission interviews are on Wednesday with two seats being appointed. At the next meeting, they will be codifying the voter's decision to temporarily ban psilocybin facilities in Oregon City. The Commission will also be going through the first reading of the Park Place Concept Plan code amendments which is something the Planning Commission has worked diligently on. This was prompted by the illumination of areas that could be improved on to make sure that the plan is honored by prospective developers where new state regulations are met and that the community input is also honored.

A final question was asked of Ms. Schmidt if the updated CIC bylaws can be viewed with the new code changes. She advised they will be posted around December 6th because of the 30-day waiting period.

ADJOURNMENT

The meeting was adjourned until January 6, 2025 .