



COMMITTEE FOR CITIZEN INVOLVEMENT MEETING NOTES

Tuesday, April 16, 2019

5:30 p.m. - Meeting – Rosemont Conference Room

Present: Russ Axelrod, Bill Relyea, Emily Smith, and Mary Baumgardner

Citizens Present: None

Staff Present: John Boyd

The following meeting notes are a general representation of the discussion. For full meeting content, audio is found under the Committee for Citizen Involvement using the specific meeting date www.westlinnoregon.gov/meetings.

1) **Call to Order**

Meeting called to order at 5:31 p.m. The consensus of members present was to appoint Emily Smith to act as the Chair for tonight's meeting.

2) **Election of Officers**

The discussion began with a review of the status of the elected officers of the CCI. There is no elected Chair, and the Vice Chair has been acting Chair since June 2018. The group was also updated that the NAP has not appointed a member to fill the NAP position and is aware of the role. Mayor Axelrod reported the Business-At-Large representative was vacant and Council has not received any applications. He also discussed the point raised by Chair Smith that the NAP position was unfilled. Staff Boyd reported discussions with NAP President David Baker. Mr. Baker noted that he would not be attending CCI meetings and to date, NAP discussions have not produced a representative who will. The City will continue to send CCI packets to President Baker until a decision is made. Chair Smith suggested waiting until the next meeting to hold elections when the current Chair is available. The Mayor volunteered to reach out to the NAP liaison (Councilor Sakelik) to urge the NAP to select a representative.

Mayor Axelrod completed a background summary of the re-formation of the CCI for the new members. He discussed the resolution and changes to the municipal code in support of these changes. This year Council will consider changes to the CCI that will add more citizens and potentially reduce the role of Council in the CCI. He then provided a copy of the review by the CCI of the land use decision report and suggested the new members read this document.

The Mayor also considered the upcoming CCI elections and asked who would be interested in the position of Chair or Vice Chair. Chair Smith noted she would be interested in one of those roles. Councilor Relyea reported that Council is considering a restructuring of the CCI. The Council liaisons (Axelrod and Relyea) discussed items under consideration by the Council and City Manager: options to reduce the role of Council in the CCI, consider removing the voting role of the liaison or make one Council liaison the primary

(with a voting role) and one liaison the alternate (without a voting role). The Council liaisons then discussed the steps required to restructure the CCI: requiring changes to the municipal code and amendments to the CCI Resolution 2018-08 and the attached by-laws. They recognized this process could take a lot of time to complete.

The Council liaisons concluded the discussion on the outreach to fill open positions that is being conducted. The need to fill the remaining open position on the CCI and potentially to fill the Council position if the structure of the CCI changes; will require a focused outreach to identify interested and qualified citizens to apply and interview.

The consensus was to delay the election of officers to the next meeting. All agreed.

3) Approval of the October 16, 2018 meeting notes

Acting Chair Smith introduced the membership and opened the discussion on the meeting notes.

Member Baumgardner made a motion to approve the amended meeting notes for the October 16, 2018 meeting. Seconded by Member Axelrod. The vote to approve the amended meeting notes passed unanimously (4-0).

4) Public Comments

There was none.

A short discussion was held on the Agenda Item "Citizen Comments" that should read "Public Comments" to reflect changes agreed upon in 2018. The goal is to be inclusive of input. The Mayor noted the City Council supported the change to "Public Comment's" in 2018 for all citizen advisory groups.

5) Roundtable discussion where CCI members can consider updates and discuss expectations for the upcoming year

Chair Smith introduced the topic and suggested Member Axelrod introduce the material. Member Axelrod provided the background on the formation of the "CCI Report – Review of the Land Use Process", and summarized the CCI's lengthy review of the land use process. This discussion sought input from citizens, the City Attorney and staff members. The report includes a series of recommendations to improve the process. The changes proposed could be developed by the working group and is geared to making the process more efficient and more fair to the public who want to provide input. He suggested the new members review the report and become familiar with the material. As an example, he explained one of the educational tasks the CCI could consider was a brochure to educate the public on the process. Another brochure was a pamphlet on the public's role in a pre-application conference.

Member Axelrod then reported on another prior year activity to reconsider putting vision goals back into the Comprehensive Plan (Plan). He noted the Plan had a one page set of goals in the front of the Plan. He explained a view of how those goals may be used. One example was LOT and how language in the CDC was vague and interpretations were needed. He clarified that the CDC must be reviewed as written, but where there are ambiguities, clarifications may be provided by this information. He concluded with a summary of how this information should be returned to the plan.

Member Axelrod discussed the meeting notes from October 16, 2018 that reflected the Vice Chair would provide the document to the PC and present the draft goals to the City Council. There was a short discussion with Staff Boyd that suggested to wait until Vice Chair Walvatne returned so he could speak to his recollection. Staff Boyd noted his recollection was the Planning Commission may have heard a verbal update but did not have a presentation on the goals. He did not believe the material was presented to the City Council. Member Axelrod concluded with a request for a copy of the 2013 Vision Goals and the latest draft revision from October 2018 be distributed to the membership of the CCI.

Member Baumgardner asked about the best location to find documents. Staff Boyd discussed the Comprehensive Plan is the master plan for the City and referenced support documents (including

documents like Imagine West Linn). Those documents are available on the Planning web site (under long range tab and the documents tab). Member Axelrod concluded the Imagine West Linn document was over ten years old and council had discussed during goal setting whether it is time to update that document. He clarified this was not identified as a council goal but noted the CCI could begin work on that item if they wished.

Member Relyea discussed other activities, like architectural review, that considers a gap in the review process. He noted that to obtain consistency, that gap should be considered as the project moves through planning review, engineering design review and then construction review to assure what was approved was built as designed. Member Axelrod supported that item and agreed this is an item the CCI should consider working on this upcoming year.

Member Relyea noted the review would be in line with Council goals considering issues such as street standards (road width and sidewalks), for the city to evaluate and attempt to adjust regulations to fit individual neighborhoods. Member Axelrod noted that fit will be as important as improvements in that area. Member Relyea explained that road improvements often are not built as proposed in the code or the improvements are not the same fashion in some neighborhoods as they are in other areas within the city. The discussion expanded to consider alternative sidewalk standards raised in a recent Marylhurst School land use decision. The Committee considered options for amending the code to provide for “green streets”. Member Relyea thought the CCI could play a role in the creation of these changes and by providing input during the adoption process.

He explained how this report supported the formation of a working group that would evaluate recommendations and consider needed changes to the CDC. The group discussed upcoming changes and how that would work. When would the CCI act as a working group, could the CCI and the PC work together and discuss upcoming changes? Alternately, could the reformed CCI be that group that would represent the community.

The discussion evolved to the needed members within the CCI. The group discussed how additional members to the group would enhance the discussion. The Committee considered the addition of building community members from small and larger companies.

Member Axelrod concluded the discussion with a review of the status of the vision goals. It was agreed to wait until Member Walvatne returned and could speak to what action was taken in the fall.

The CCI members then discussed the legislative process and the guidance provided of when and how to create a working group. They reviewed the text contained within CDC 98.035 Citizen Engagement in the Legislative Process. One core item reviewed was the timeline. The more detailed the change and the greater the need for feedback, that type of feedback takes time to develop and should have a longer review timeline. If the expectation for the process is a quicker turnaround, that type of change should be focused, specific and non-controversial. Those changes are often technical corrections to the code that can be developed, reviewed and adopted in a relatively quicker timeline. The discussion ended with the group agreeing to review the report, look at the tasks contained in the report and be prepared to discuss those items at the upcoming meeting.

6) Member Comments.

Acting Chair Smith shared comments regarding her disappointment that the NAP has not yet chosen to participate by sending a representative to the CCI. She felt the NAP feedback was important and hoped they would reconsider. She encouraged the NAP to consider how CCI is an opportunity to promote citizen involvement. She expressed concern that the CCI is having difficulty attracting volunteers and assigning members from the NAP to participate with their efforts. She explained that the last year had a heavy workload and that may be impacting citizen’s involvement. The notion of citizen involvement is having a diverse group of citizens at the table to discuss how to promote citizen involvement. She valued the NAP

group and wanted to consider how we encourage the NAP to be involved in the CCI.

Now that the larger project from last year is behind us, she felt the CCI could consider how they could improve their outreach. She suggested reconsidering what the CCI does and how to promote more citizen involvement. She proposed members consider that concept and how to promote involvement. She volunteered to put together a proposal on her ideas for discussion at the next meeting that would encourage participation.

Mayor Axelrod noted the last year was challenging and there was turnover of people; he wondered if there were other issues. Member Smith noted the weekly meetings were an issue. In addition, the disagreements on the CCI also was a distraction. She believes there needs to be a discussion on how the committee would be better, and should consider moving forward positive issues that promoted involvement.

Member Relyea reported that the NAP reluctance to have a member participate in the CCI was based upon past high level of activities. The discord within the CCI during the past year was also an issue discussed. Member Smith agreed to incorporate this information into her presentation and both items had consensus of support for that presentation.

Member Baumgardner had a concern regarding the I-205 sound walls and wondered what role the CCI could have in that action. She was concerned about the visual impact to the community. The process is guided by ODOT and the decision will rest with ODOT. She reported that decisions on four potential sections of wall are possible. She noted Section D was near White Oak/Camassia area has been voted down. Section A has strong number of votes that support the construction. She noted this was the section closer to 10th Street and proposed to buffer the commercial area and the adjacent apartments. The remaining sections B and C do not have adequate votes yet to support a decision. The Committee discussed what role the CCI could have. The one role was to consider citizen input opportunities. The Mayor reviewed that press releases were provided in addition to the outreach completed by the ODOT.

The CCI discussed that only the immediate properties adjacent to the wall had an opportunity to vote. The conversation asked about what role the CCI could have or should have in the process. The consensus was the CCI should not have an advocacy role but could consider an informational role. As the conversation continued, the deadline was brought to the attention of the group. Since the vote is this Friday, it leaves little time to work any informational outreach. The Mayor volunteered to reach out to the Director of ODOT to determine what options, if any, would be made available for citizen input.

7) Adjourn

Meeting was adjourned at 6:41 pm. The next tentatively scheduled meeting is Tuesday May 21, 2019, at 5:30 p.m. A quorum check will be filtered as two members will not be available for that date.