

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Policy Session Worksheet

Presentation Date: 7/17/18 **Approx. Start Time:** 2:30 p.m. **Approx. Length:** 30 minutes
Presentation Title: Merging Sunnyside United Neighbors with West Mt. Scott CPO
Department: Public and Government Affairs
Presenters: Katie Wilson
Other Invitees: Amy Kyle and Gary Schmidt

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

Staff is seeking Board of County Commissioner approval to merge the Sunnyside United Neighbors CPO with the currently inactive West Mt. Scott CPO.

EXECUTIVE SUMMARY:

Community Planning Organizations (CPOs) are part of the Clackamas County Citizen Involvement Program. CPOs are advisory to the Board of Commissioners on land use matters affecting their communities. CPOs are notified of proposed land use actions and legislative changes within their boundaries and often provide feedback or make recommendations to the Board of County Commissioners about these actions. Public and Government Affairs (PGA) acts in a liaison role between CPO members, the Board and county staff.

PGA staff received several communications from community members in the West Mt. Scott area who were concerned about development but didn't know where to go to get more information. The CPO in their area was inactive so Clackamas County Planning provided residents of the former CPO the information they needed. This experience started a conversation about CPO representation for their area. Community members reached out to a neighboring CPO, the Sunnyside United Neighbors, to learn more about how their CPO operated. The Sunnyside United Neighbors welcomed their neighbors in their meetings but they do not currently receive land-use notifications for the West Mt. Scott area. Community members from West Mt. Scott do not currently have enough volunteers to reactivate the West Mt. Scott CPO.

Sunnyside United Neighbors CPO board members and West Mt. Scott community members approached the County about merging their boundaries to increase public participation in their community. The proposed change would merge the two existing CPO boundaries into one larger CPO. This would allow for better distribution of land-use notifications, encourage more community participation in public processes and offer more opportunities for community involvement.

The proposed change has been announced in a county press release. In addition, PGA mailed post cards to properties which would be impacted by the expansion to invite residents to a public meeting to learn more about the proposal and the CPO program. Additionally, staff gave a presentation explaining the proposed change at a public meeting on April 24 and facilitated a robust dialogue with the 26 community members who attended. The Sunnyside United Neighbors CPO voted unanimously in support of the merge. There was a strong majority vote of West Mt. Scott community members at the April 24 meeting in favor of merging their CPO area with the Sunnyside United Neighbors.

If approved, staff will work with the newly expanded CPO to update their bylaws and to continue to reach out to residents in the expanded coverage area to publicize their meetings and CPO activity.

FINANCIAL IMPLICATIONS (current year and ongoing):

This effort is supported by the PGA budget of which approximately \$300 was spent on postcards mailed to the potentially impacted properties.

STRATEGIC PLAN ALIGNMENT:

- This item aligns with the Public and Government Affairs Strategic Business Plan goals to provide strategic outreach, engagement and consultation services to county elected officials, departments and community organizations, so they can build public trust and awareness, and achieve their strategic and operational results and Clackamas County residents will be aware of and engaged with county government
- This item aligns with the County's Performance Clackamas goals by building public trust through good government

LEGAL/POLICY REQUIREMENTS:

Each CPO follows requirements set forth in state statute, BCC ordinance or CPO bylaws.

PUBLIC/GOVERNMENTAL PARTICIPATION:

PGA acts as a liaison between the CPOs, the Board and county departments. PGA has supported the Sunnyside United Neighbors CPO and the West Mt. Scott community members in adhering to an inclusive public process including; outreach to impacted residents, formal approval from the impacted CPO, a public meeting to solicit feedback and request for formal BCC approval.

OPTIONS:

1. Approve the merging of the Sunnyside United Neighbors CPO and the West Mt. Scott CPO as proposed.
2. Do not approve the proposed merge.

RECOMMENDATION:

Staff recommends: Option 1. Approve the merging of the Sunnyside United Neighbors CPO and the West Mt. Scott CPO as proposed.

ATTACHMENTS:

Sunnyside United Neighbors CPO Bylaws
CPO Boundaries Map
Postcard notification

SUBMITTED BY:

Division Director/Head Approval _____
Department Director/Head Approval s/Gary Schmidt
County Administrator Approval _____

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| For information on this issue or copies of attachments, please contact Gary Schmidt @ 503.742.5908 |
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SUNNYSIDE UNITED NEIGHBORS (C.P.O.) BYLAWS
(Revised 6/8/04)

I. Name of Organization

This organization shall be called the Sunnyside United Neighbors (SUN).

II. Boundaries of the SUN

A. The CPO boundaries: on the west - I-205; north - up to Mt. Scott Elementary School southern property line and Top O'Scott subdivision off Stevens Road, and Happy Valley City limits; east - S.E. 142nd Avenue; south - the bluffs above Hwy. 212/224 as shown on the Clackamas County CPO master map.

III. Purpose of the SUN

- A. To provide a forum for open discussion to all eligible members of SUN.
- B. To inform members of SUN of all proposed changes in land use through public meetings.
- C. To advise the Planning Division, the Planning Commission, and the Board of County Commissioners on matters affecting the neighborhood.
- D. To identify local problems.
- E. To make recommendations on current land use activities.
- F. To make recommendations on Comprehensive Plan amendments.
- G. To make recommendations on proposed zone changes.
- H. To make recommendations on conditional land use requests.
- I. To develop proposals on land use to maximize and maintain the livability of this neighborhood.
- J. To recruit members to represent their neighborhoods and vicinities.

Note: The Sunnyside United Neighbors may file land use applications and appeals if such action is approved by a vote of the membership at any regular or special meeting at which a quorum is present. The results of the voting shall be reported numerically and become part of the minutes.

In cases where deadlines preclude action at a regular or special meeting, the SUN officers may take such action, provided the officers' action is ratified at a regular or special meeting of the association at the next regular meeting. SUN BYLAWS

IV. Membership

- A. Membership in SUN shall be open to anyone 18 years of age or older residing, owning property, or conducting a business in the CPO area.
- B. Registered members are those who have signed the organization roster and have established eligibility.

V. Officers

The officers of SUN will be chairman, vice-chairman, secretary, treasurer, and assistant secretary/treasurer.

VI. SUN Board

A. The Board shall be a maximum of eight in number and shall include the officers and a maximum of four elected Director members.

B. The duties of the SUN Board shall include:

- Setting meeting date, time, place and giving notice of meetings.
- Responding to government agencies when timing precludes consideration by the general membership.
- Carrying out such other activities as are directed by the general membership or are necessary for operation of the organization.

C. The Chairman shall:

Preside at all meetings;

Be an ex officio member of any committees;

Call special meetings when necessary;

Represent SUN at all meetings with the Planning Division, the Planning Commission, and the Board of County Commissioners; or designate a representative to represent SUN at such meetings.

D. The Vice-Chairman shall assume the duties of the chairman in his/her absence.

E. The Secretary shall cause to be kept:

A roster of members;

Attendance records at all meetings;

A file on all correspondence and records available for public inspection and review;

F. The Treasurer shall:

Maintain a record of all monies collected;

Maintain a record of all monies spent;

Submit receipts to Clackamas County to receive reimbursement for CPO expenses;

Pay the yearly charge for the U.S. Postal Rental Box.

G. The Directors shall:

Perform any duties as requested by the Chairman.

VII. Terms of Office

All elected officers and Board members shall serve for one year and may be re-elected.

VIII. Election of Officers

A. Notification of upcoming election of officers and directors shall be at the general meeting preceding the election meeting, with a minimum time of 30 days prior to the election.

B. Officers and the Directors will be elected by the members at the first general meeting of the calendar year and they will take office at the conclusion of that business meeting.

IX. Bylaw Amendment Procedure

Bylaws may be amended by a two-thirds majority vote of the attending membership at a regular meeting, provided that the proposed amendment has been presented at a previous regular meeting and entered in the minutes.

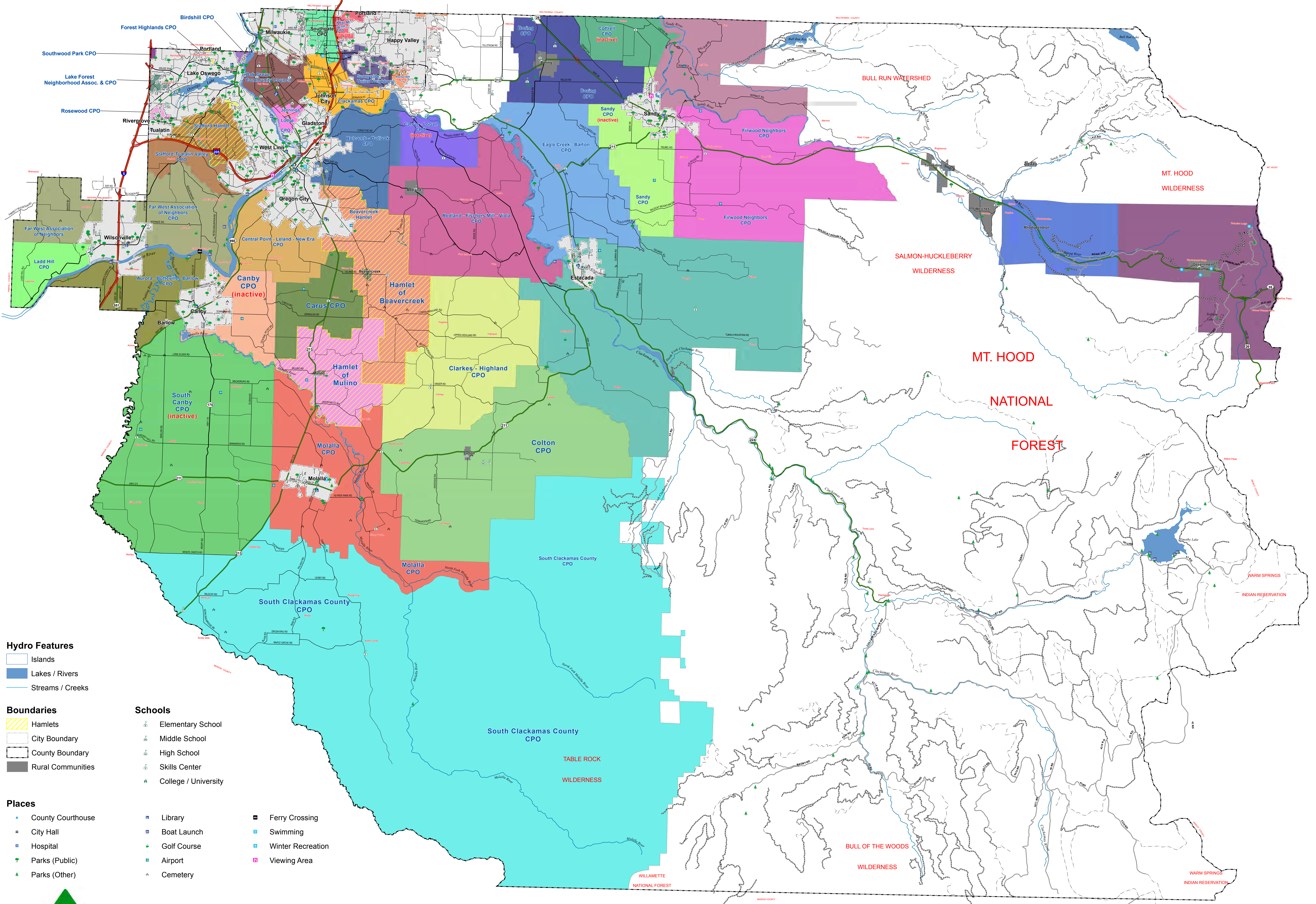
X. Meetings

General Meetings shall be held at three times a year as set by the Board of Directors.

XI. Voting

Any registered member of SUN may vote on any motion or in any election provided that one member of the organization or household registered at one previous meeting during the past twelve months.

Clackamas County CPOs, Hamlets & Villages



Hydro Features

- Islands
- Lakes / Rivers
- Streams / Creeks

Boundaries

- Hamlets
- City Boundary
- County Boundary
- Rural Communities

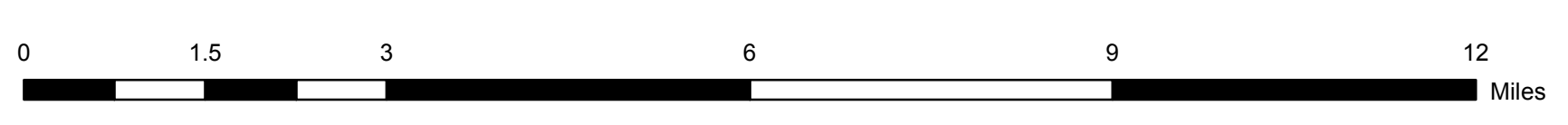
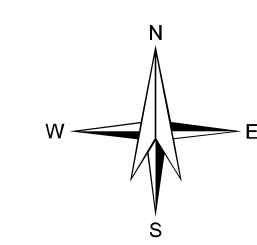
Schools

- Elementary School
- Middle School
- High School
- Skills Center
- College / University

Places

- County Courthouse
- City Hall
- Hospital
- Parks (Public)
- Parks (Other)

- Library
- Boat Launch
- Golf Course
- Airport
- Cemetery
- Ferry Crossing
- Swimming
- Winter Recreation
- Viewing Area



The information on this map was derived from digital databases from Clackamas County's GIS. Clackamas County is not responsible for any errors, omissions, or partial accuracy, and therefore, there are no warranties which accompany this product. Although information has been derived from a Land Survey, there are no warranties which accompany this product, nor any liability for any errors or omissions. Users are cautioned to hold only information on this product under existing laws.

Clackamas County GIS | 121 Library Court | Department of Information Services/GIS | Oregon City, Oregon 97146 | 503.646.3100

Public Meeting

Sunnyside United Neighbors

Community Planning Organization Boundary Change

A public meeting will be held at the Mt. Scott Fire Station at 9339 SE Causey Ave, Happy Valley on April 24 at 7 p.m. to discuss a proposed boundary expansion. After the discussion, the Clackamas County Board of Commissioners will consider staff recommendations and any additional testimony before making a final determination on the boundary.

The purpose of the boundary expansion is to include the area formerly represented by the West Mt. Scott Community Planning Organization which is no longer active to allow for greater participation in the CPO process.

To learn more about CPOs:
www.clackamas.us/citizenin/



Sunnyside United Neighbors
Clackamas County
Public & Government Affairs
2051 Kaen Road
Oregon City, OR 97045

About the new boundary

The proposed new boundary would extend to include the entire area formerly represented by the West Mt. Scott Community Planning Organization. If approved, the CPO would be called the Sunnyside United Neighbors - West Mt. Scott CPO.