

Committee for Community Involvement

SEPTEMBER 17, 2024 MEETING MINUTES

Time: 6 - 8 p.m.
Held via Zoom

CCI Attendees: Karen Bjorklund (Chair), Pat Erdenberger, Marrion Kaufman, Bill Merchant, Amy Nichols, Brent Parries (Vice Chair), Gordon Slatford, Danielle Weber (joined later)

Attending PGA Liaison to the CCI: Ed Nieto

Other County Staff: Michelle Amend (DTD), Michael Barnes (DTD), Dan Johnson (DTD), and Tonia Holowetzki (PGA)

Public Attendees: Barbara Smolak, Debi Beal (Bull Run Community Association CPO), Randy Yamada (Stafford-Tualatin Valley CPO), and Janet Davis (Bull Run Community Association CPO)

MEETING MINUTES

1. Welcome, Introductions

Chair Bjorklund welcomed CCI members, county staff, and public attendees.

2. Approval of Meeting Minutes

August minutes will be approved at the next CCI meeting in October.

3. Public Comment

No public comment.

4. Follow up on CPO issues regarding code enforcement

- a. Discussion with Department of Transportation & Development (DTD) representatives on code enforcement issues affecting county Community Planning Organizations

Chair Bjorklund introduced DTD staff and explained how code enforcement was the top issue facing CPOs, as indicated by a January 2024 listening session conducted by CCI, followed by a survey sent to all CPOs in May 2024. As a result, CCI sent a list of questions in advance to DTD staff and invited code enforcement representatives to a discussion at this meeting.

DTD staff shared they have made improvements to the code enforcement program, resulting in smaller caseloads per code enforcement officer. After addressing procedures and procedures, DTD reduced the caseload from more than 400 cases per code enforcement officer to about 125 cases per officer. According to DTD representatives, the program is working more efficiently than ever. DTD has more cases going to circuit court monthly now. In the past, staff went to a hearing about once a month. Now, the number is about seven to 10 hearings per month. The code enforcement program includes the code enforcement supervisor, four code enforcement officers (one who fills a senior role), and a permit specialist position, which is currently vacant.

Dan Johnson, DTD director, was unable to address questions about ZDO-285 because it is still

under discussion with the Board of County Commissioners.

Michele Amend, who manages the code enforcement program, recommended CPO members watch a video about the code enforcement process and access the many resources available on the code enforcement webpage: [webpage \(and video\) link](#).

CCI members reiterated the intent of this meeting was not to malign the code enforcement program, but to address the communication challenge where code enforcement personnel do not perceive any issues with how code enforcement is delivered, yet CPOs feel differently.

- How can CPOs help code enforcement within the CPO community, and how can the code enforcement program help CPOs?
 - Individuals hesitate to submit complaints because they fear retribution, and this is where CPOs can help.
 - Individuals come to CPOs to address permit violations.
 - CPOs come to the county as a representative of many voices, not just one individual, stand-alone complaint, or one voice. Can CPOs have special standing when it comes to complaints submitted?
 - Hamlets or CPOs do not know the status of complaints or violations. How does code enforcement close the loop with a hamlet or CPO on complaints or violations?
 - How can CCI make the case to the BCC for more code enforcement resources?
 - An automated status system rather than phone calls?
 - Current code enforcement staffing versus five years ago?
 - Can code enforcement work more closely with the Sheriff's Office regarding code enforcement?
- b. Next steps. Discussion about next steps will continue in subsequent meetings.

5. Building the 'new' CCI

CCI reviewed components of the CCI bylaws, including primary roles, responsibilities, and how to move forward with creating a plan and timeline for implementing the tasks outlined in the bylaws. The discussion led to a question of what the county's public involvement program is and if PGA would consider discussing this at one of CCI's future meetings.

6. CCI articles in quarterly newsletters

CCI members brought up possible content, including:

- Explain State Goal 1 and how the county meets State Goal 1 through CPOs and CCI.
- CCI is there to assist CPOs in more than land-use planning but address many other community issues.
- Update the community on what CCI has worked on over the last year (e.g., code enforcement, listening session, naming policy, etc.).
- Update on what CCI has done about concerns regarding code enforcement.
- What are the stories around code enforcement?
- Ask CPOs what would be of value to them to learn or hear about.

CCI members Slatford, Erdenberger and Vice Chair Parries volunteered to help Chair Bjorklund with the language for the first article.

7. Possible new business to consider for future CCI agendas

- Should we consider planning a community leaders meeting? We should start the planning process next month and plan for a meeting in the first quarter of next year.
- Next steps on code enforcement
- Written report from CPO listening session and survey: underlying themes

Next Meeting: Tuesday, October 15, 2024, 6 – 8 p.m. via Zoom.

Meeting adjourned at 8:15 p.m.