

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Policy Session Worksheet

Presentation Date: 4/18/2017 **Approx. Start Time:** 10:30 a.m. **Approx. Length:** 30 minutes
Presentation Title: Rhododendron CPO Boundary Change
Department: Public and Government Affairs
Presenters: Katie Wilson, Gary Schmidt and Amy Kyle
Other Invitees:

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

Staff is seeking Board of County Commissioner approval to modify the existing Rhododendron CPO boundary.

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.

Since 2006, the Rhododendron CPO has been researching the possibility and significance of a boundary change to better represent the planning related needs of the community. This research has been put on hold numerous times because of other community priorities or obstacles. With renewed community planning efforts underway and following the dissolution of the Villages of Mt. Hood and the inactivity of the Mt. Hood CPO, there is a need to enhance opportunities for the Mt. Hood area residents to get involved in projects and issues impacting their community.

The Rhododendron CPO and Public and Government Affairs is seeking Board approval to expand the CPO boundary to include the Mt. Hood National Forest Service cabins (currently within the Government Camp CPO), and all of Woodlands and Faubion Loop neighborhoods (located within the boundary of the currently inactive Mt. Hood CPO). This consolidation would address the following goals for the CPO:

- Consolidate all properties served by Lady Creek Water System and Rhododendron Water Association into one boundary area.
- Inclusion and greater representation of residents, thus creating a more representative boundary that will support planning efforts in entire Rhododendron community.
- Resolve issues caused by physical gaps between the Government Camp CPO and the Forest Service cabins as well as those with Rhododendron zip codes that are not currently included in the Rhododendron CPO.
- Formalize the historical perspective that the entire Rhododendron community is the center for planning and development in the community and all those impacted should be included.

The proposed changes have been announced in the Sandy Post and the Mountain Times publications. In addition, PGA mailed post cards to properties which would be impacted by the expansion. Additionally, staff gave presentations explaining the proposed change at the Government Camp CPO meeting on March 11 and at the Rhododendron CPO meeting on

March 18. Both the Government Camp CPO and the Rhododendron CPO voted unanimously in support of the proposed boundary change.

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 and notices in the local newspapers.

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 Rhododendron CPO in adhering to an inclusive public process including; outreach to impacted residents, formal approval from impacted CPOs, a public meeting to solicit feedback and request for formal BCC approval.

OPTIONS:

1. Approve Rhododendron CPO boundary change as proposed.
2. Do not approve Rhododendron CPO boundary change.

RECOMMENDATION:

Staff recommends: Option 1. Approve Rhododendron CPO boundary change as proposed.

ATTACHMENTS:

Rhododendron CPO Bylaws
Rhododendron CPO Boundary Change Map
Postcard notification
Sandy Post notice
Mountain Times notice
Correspondence

SUBMITTED BY:

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

For information on this issue or copies of attachments, please contact Gary Schmidt @ 503.742.5908
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RHODODENDRON COMMUNITY PLANNING ORGANIZATION BYLAWS

Adopted September 17, 2016

ARTICLE I

Section 1. NAME

The **official** name of the organization shall be **RHODODENDRON COMMUNITY PLANNING ORGANIZATION**. At times, when called for, the name may be shortened and referred to herein as **Rhododendron CPO**, **Rhody CPO** or **RCPO**.

ARTICLE II

Section 1. BOUNDARIES

The **RHODODENDRON COMMUNITY PLANNING ORGANIZATION** is located in the community of Rhododendron Oregon, an unincorporated community within the jurisdiction of Clackamas County Oregon and the boundaries of the RCPO shall be the same as those established by Clackamas County. A map defining those boundaries is attached as Exhibit "A" and incorporated into these bylaws by this reference. These boundaries take into account natural boundaries, commercial patterns, community organizations, and historic factors.

ARTICLE III

Section 1. PURPOSE

The purpose of the **Rhododendron CPO** is to serve the residents within the boundaries of the **Rhododendron CPO** in matters concerning community development, land use and community issues in general.

Section 2. GOALS

The goals of the Rhododendron CPO are to: Enhance livability and preserve the unique forest character of Rhododendron's core area and its nearby recreation areas and historical sites of interest; to create a main street that is safe and economically

vibrant; and to increase public awareness of these attributes by the following means:

1. Involve area residents in the land use and community planning processes. To bring together Rhododendron citizens and businesses who share common concern for the Goals.
2. Provide a line of communication between area residents and the Board of County Commissioners, the Planning Commission and other public bodies. To establish working relationships with governing agencies that affects the Goals.
3. Act as an advisory board to the Board of County Commissioners, the Planning Commission, and the Planning Division on matters affecting areas within the boundaries of the **Rhododendron CPO**.
4. Assist County with fulfilling the citizen involvement goals provided for in the Clackamas County Comprehensive Plan.
5. Develop planning proposals with respect to land use, zoning, parks, water resources, open space and recreation, annexation, housing, community facilities, transportation and traffic, community services and other factors affecting the livability of the area within the boundaries of the **Rhododendron CPO**.
6. Protect the character of the area by maintaining a vigilant posture to sustain a safe, healthful, and pleasant quality of life.
7. Take such action as necessary by speaking out as a non-partisan group in support of the **Rhododendron CPO's** objectives.
8. Be fully responsive to the comprehensive needs of the area and to take action as may be necessary in support its objectives.

In particular:

- A. To learn existing main-street and core-area land use (with governing agencies) that includes but is not limited to (a) capacity, such as for land, roads, water, sewer, electrical, cable, and the like, and (b) zoning.
- B. To learn existing policies and procedures, and/or aid establishment of same (with applicable governing agencies) for main-street and core-area land use, that include but are not limited to accommodating growth and/or change that maintain forest character.

- C. To review and assess proposed land-use development and/or change (with applicable governing agencies) that affect the main street and core area, assure adherence to the guidelines contained herein, and provide for citizen and business input.
- D. To increase public awareness of Rhododendron businesses, nearby recreation, and sites of interest.
- E. To encourage and accommodate new businesses, within the guidelines contained herein.
- F. To encourage and work with all trail-planning organizations affecting the community.
- G. To work with applicable governing agencies to provide safety for tourists, travelers, day visitors, and citizenry.
- H. To establish a Long Term Plan, with applicable government agencies, for a main street revitalization that would accommodate the future increase in tourists, travelers, day visitors, and local citizens, via accessibility and pedestrian safety, and enrich the Mt. Hood experience, via the creation of a strong forest character.
- I. To achieve an Interim Goal that aligns with the Long Term Plan, with applicable government agencies, to meet pedestrian safety needs and minor main-street upgrades.
- J. To work with applicable governing agencies to achieve funding by various means, voluntary or otherwise (such as grants), to meet these goals.

ARTICLE IV

Section 1. MEMBERSHIP

Membership in the Rhododendron CPO shall be open to anyone 18 years of age or older who is a resident of the recognized area, a property owner within the recognized area, or a designated representative of a business, corporation, or trust within the recognized CPO area. Membership shall not be limited by race, creed, color, sex, gender, age, heritage, national origin, or income. Membership will be granted upon signing the official membership register, if applicable and by attending or participating in membership meetings. All new members signing up will be required to show proof of eligibility, if requested. Participation is by individual initiative rather than by governmental invitation. The Rhododendron CPO is participatory rather than appointive.

Section 2. VOTING

To vote in any election or on any item, a member must:

1. Comply with the membership qualifications;
2. Be of legal voting age;
3. Have registered at one previous meeting during the past 12 months.
4. Action by the Rhododendron CPO shall be by a majority vote of the qualified membership present at any regular or special meeting for which proper public notice is given and at which a quorum is present. The Chairperson shall verify the vote. The results of the voting shall be reported as required by ORS 192.650(1)(c) and made part of them meeting minutes as follows:
 - a. If the number of members exceeds 25 then the vote of the members shall be reported numerically.
 - b. If the number of members is 25 or less then the vote of each member shall be reported by name. Proxy votes shall not be allowed.

In cases where response deadlines preclude action at a regular or special meeting, the CPO delegates responsibility for taking action to the Board. Actions taken by the Board shall be ratified at the next public meeting with proper notice.

ARTICLE V

Section 1. BOARD OF DIRECTORS (OFFICERS)

The Board of Directors (Officers) shall consist of five members: at least three elected officers and no more than two elected representatives, all of whom must be members of the organization. The officers of the Rhododendron CPO shall include the following:

1. President: Presides at all meetings. May represent the community at all conferences or activities involving organizational planning and coordinating.
2. Vice President: Presides over meetings during the absence of the President. Is a member of the organization and works with the President and other members of the organization on inter-organizational planning and coordinating. Shall direct the activities of all committees and see to it that the organization actions are carried out.

3. Secretary: Keeps minutes and attendance records of all membership and committee meetings. Keeps a file of all correspondence and records available for public inspection and review in compliance with state statutes regarding public access.
4. Treasurer: Any officer may serve as treasurer, as needed, by recording funds, if any, and reporting same to the organization. The CPO may choose to elect a separate individual to serve as treasurer or the CPO may choose to add the responsibility to another officer position.
5. Area Representative(s): elected member(s) who shall reside within the boundaries of the organization.

The Rhododendron CPO shall provide Public and Government Affairs with a current list of officers.

Section 2. SELECTING BOARD OF DIRECTORS (OFFICERS)

The first election shall be held at the first organizational meeting of the Rhododendron CPO. After the first election, the election of officers of the Rhododendron CPO shall be held in conjunction with the annual meeting, which shall be held in a selected month of each year thereafter. Officers shall assume their duties immediately upon election to office. All members are eligible for election to officer positions. The Chairperson shall not vote for an officer except in the event of a tie when the Chairperson shall cast the deciding vote. Proxy votes shall not be allowed.

Section 3. TERM OF OFFICE

The term of office for all officers shall be one year, however, the officer shall continue to serve until a successor is elected or appointed to that office.

Section 4. VACANCIES

A vacancy occurs when an officer dies, resigns, is removed, or has more than two unexcused absences from meetings. The Chairperson shall fill a vacancy through appointment and ratification by the general membership. The person appointed to fill the vacancy shall serve the remainder of the unexpired term

Section 5. NOMINATING COMMITTEE

The Chairperson has the discretion to appoint a Nominating Committee. The Chairperson shall appoint a Nominating Committee at least 90 days prior to the annual meeting. If a Nominating Committee is appointed, the committee shall present its recommended list of candidates at the meeting before the annual meeting. Nominations may also be made from the floor at the annual meeting. No person may be confirmed as a nominee without the permission of the nominated person. In lieu of a Nominating Committee, the Chairperson must open the floor for nominations at the meeting before the annual meeting.

If more than five members are nominated, a vote by the general membership shall take place at the annual meeting. The five people with the highest number of votes shall serve as the Board of Directors. A separate vote by the membership for Officers shall immediately follow the election of the five-member board.

Section 6. OFFICER DUTIES

The duty(s) of each officer is as follows:

1. **Chairperson/President:** Shall preside over all meetings of the Rhododendron CPO and shall co-sign for all authorized expenditures, appoint committee heads and have the responsibility of the performance of such duties as prescribed in these bylaws. May represent the community in all conferences or activities involving inter-organizational planning and coordinating. Shall act as an ex-officio member of all committees.
2. **Vice Chairperson/Vice-President:** Shall aid the Chairperson/President and perform their duties in the event of their absence or disability. May also co-sign for authorized expenditures in the event the Chairperson/President or Treasurer is absent. Works with the Chairperson/President and other members of the organization on inter-organizational planning and coordinating. Shall direct the activities of all committees and see to it that the organization actions are carried out.
3. **Secretary:** Shall keep accurate minutes and attendance records of all meetings of the Rhododendron CPO. Shall handle all correspondence of the Rhododendron CPO. Shall be responsible to maintain the membership registry required by these bylaws. As required by the Oregon Public Records and Meetings Law, all records shall be made available for public inspection and review.

4. **Treasurer:** Shall maintain an accurate record of all income and expenses of the Rhododendron CPO and co-sign authorized expenditures. May maintain a bank account, if applicable, and present a statement of account at every meeting. Financial records shall be made available to any member or the public as required by the Oregon Public Records Law.
5. **Area Representative(s):** One or more elected members who shall reside within the boundaries of the organization and represent the general membership within the boundaries of the organization

ARTICLE VI

Section 1. MEETINGS

Meetings of the Rhododendron CPO shall be held in accordance with Oregon Public Meetings Laws. Meetings will be conducted in a businesslike manner and according to recognized parliamentary procedures (Roberts' Rules of Order). Meetings shall be held no less than twice per year, and at any regular interval as voted upon by the membership. The annual meeting shall be held once per year for the sole purpose of electing officers and conducting such other business as deemed necessary. The date of the annual meeting shall be determined by vote of the membership.

The Chairperson/President may call special meetings at any time, or upon the request of two (2) of the officers, or any five (5) members of the Rhododendron CPO. The date, time, and location shall be determined by a vote of the Rhododendron CPO membership.

Notice of all meetings shall be provided as required by ORS 192.640 of the Oregon Public Meetings Law. CPO will notify the local newspaper or give other appropriate notice in advance of all meetings. Minutes of all meetings shall be kept and made available for public inspection as required by ORS 192.650 of the Oregon Public Meetings Law. A copy of all meeting minutes shall be provided to the PGA Department.

Section 2. QUORUM

A quorum consists of five voting members of the Rhododendron CPO, of which at least two are officers. A quorum shall be present at a meeting in order for the Rhododendron CPO to transact business.

Section 3. RECORDS

All records of the Rhododendron CPO shall be subject to disclosure except as allowed by exemptions of the Oregon Public Records Law.

ARTICLE VII

Section 1. HEARING PROCESS AND PROCEDURE

The principles of parliamentary rules of procedures such as Robert's Rules of Order shall govern proceedings at any meeting of the Rhododendron CPO. The Chair shall be guided by these principles in deciding any procedural questions. The Chair's decision on procedural matters may be overruled by a majority of the members voting on the question. The Rhododendron CPO may establish a more detailed hearing procedure to provide for an orderly process for holding a public hearing. All meetings shall comply with the Oregon Public Meetings Law.

ARTICLE VIII

Section 1. COMMITTEES

The Rhododendron CPO may create committees as required to promote the purposes and objectives of the Rhododendron CPO. The Rhododendron CPO Chairperson shall select a chairperson for each committee.

ARTICLE IX

Section 1. DISSOLUTION

The Rhododendron CPO shall be considered inactive if it fails to meet the requirements of these bylaws. An inactive CPO shall be dissolved and will no longer be recognized by the Board of County Commissioners. Should the Rhododendron CPO be dissolved, disbursement of the Rhododendron CPO funds, if any, shall be to a non-profit organization, preferably within the Rhododendron CPO area. This organization shall be selected by the Rhododendron CPO membership in attendance at the final meeting. Funds provided to the Rhododendron CPO by the county shall be returned to the county upon dissolution of the **Rhododendron CPO**.

ARTICLE X

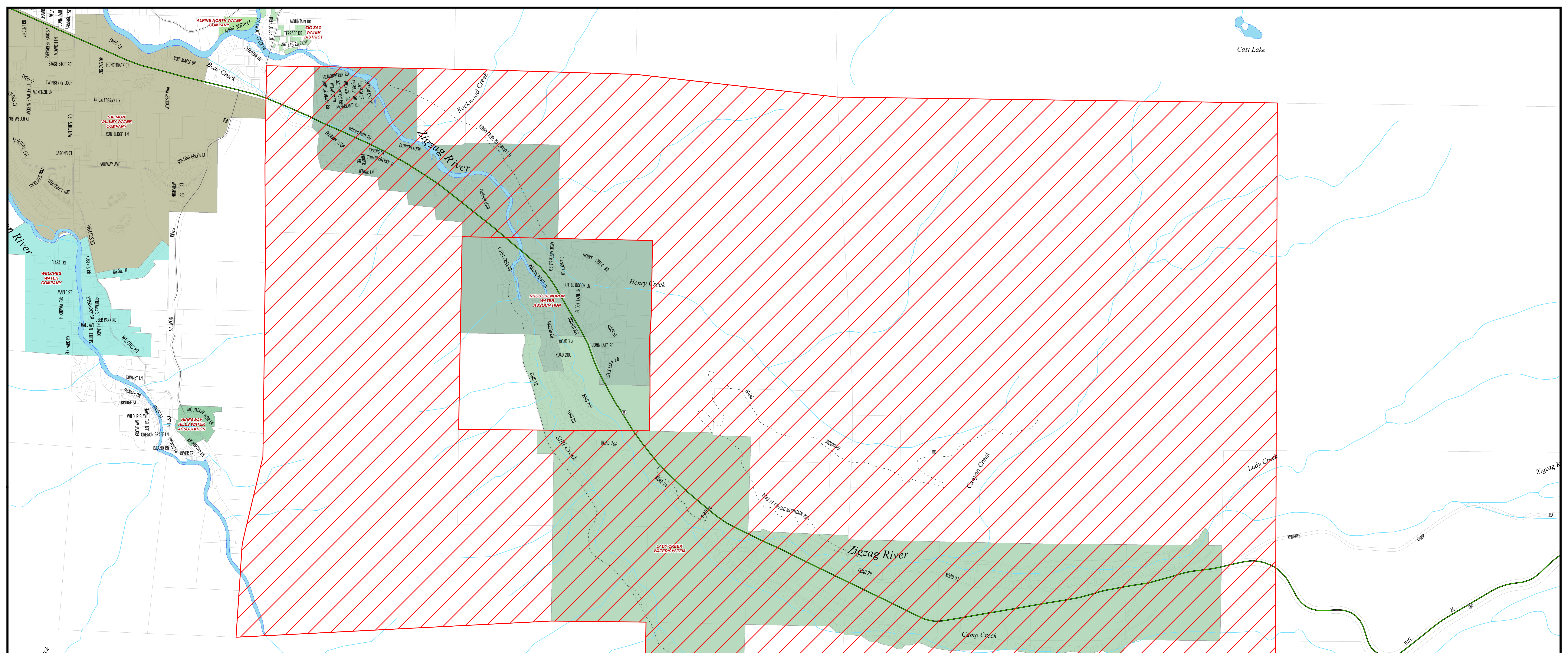
Section 1. AMENDMENTS

These bylaws may be amended. Proposed amendments shall be submitted to the County Counsel and the Board of County Commissioners for approval. Upon approval by the County, proposed amendments shall be approved by a two-thirds vote of the membership at a regular meeting of the **Rhododendron CPO** at which a quorum is present, provided:

- A. That the proposed amendment has been read and a motion to submit the amendment has been passed at a previous regular meeting, and;
- B. That the proposed amendment has been published in the minutes of the previous meeting prior to adoption of the amendment at the following meeting.

The amended bylaws shall supersede all previous bylaws and become the governing rules for the **Rhododendron CPO**. To be eligible to vote for any amendment, a member must have been previously registered in attendance to at least one meeting during the previous 12 months.

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Proposed CPO and Current Water Districts

- Proposed Additions
- County Boundary
- Parcels
- Lakes and Rivers**
- Lakes and Rivers
- Streams and Creeks
- Streets**
- Freeway
- Expressway / State Highway
- Major Arterial / State Highway
- Major Arterial
- Minor Arterial
- Collector
- Connector
- Railroad
- Forest Service Aggregate Road
- Freeway Ramp

0.55 0.275 0 0.55 Miles

NOTE: Not all private water systems have not been mapped.

CLACKAMAS COUNTY
GEOGRAPHIC INFORMATION SYSTEMS
DEPARTMENT OF INFORMATION SERVICES/GEOGRAPHIC INFORMATION SYSTEMS
121 LIBRARY COURT
OREGON CITY, OREGON 97045

The information on this map was derived from digital databases from Clackamas County's GIS. Clackamas County cannot accept any responsibility for any errors, omissions, or disclaimers, and therefore, users are advised to verify the accuracy of the information on this map before making any decisions. Users are advised to verify information on this product before making any decisions.

Public Meeting

Rhododendron Community Planning Organization (CPO) Boundary Change

A public meeting will be held at the Hoodland Fire Station Jan. 21 at 1 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 unify the represented area and allow for greater participation in the CPO process.

To learn more about CPOs:

www.clackamas.us/citizenin/cpo.html



Rhododendron Community Planning Organization (CPO) Boundary Change

The proposed new boundary would extend from the eastern edge of Lolo Pass Rd. up to approximately Kiwanis Camp Rd. with the northern border being approximately the summit of Zigzag Mountain and the southern border being the summit of Hunchback Mountain.

Comments submitted before March 15, 2017 at 5:00 p.m. will be considered before a final determination on the boundary is made.

Comments can be submitted to
<http://bit.ly/Rhododendroncpo>

or mailed to:
 Public and Government Affairs
 2051 Kaen Road
 Oregon City, OR 97045

To learn more about CPOs:
<http://www.clackamas.us/citizenin/cpo.html>

583564.022217

ad proof

POST

February 22, 2017

PLEASE PROOF YOUR AD AND SELECT ONE BOX



OK
as-is

Ad will publish as is



OK
after changes

Ad will have your changes made;
 will publish with requested changes



NOT OK
changes required

Ad will have your changes made;
 a new proof will be sent to you.

This proof should be returned
 to the Outlook with one of the
 green check boxes marked by

12:00 PM

February 21, 2017

BUILT BY

Deb and Lisa Fax number:
 503.665.2187
 (not for obits)

x SIGN HERE WITH AD APPROVAL

Rhododendron CPO
Clackamas County
Public & Government Affairs
2051 Kaen Rd.
Oregon City, OR 97045

About the new boundary

The proposed new boundary would extend from the eastern edge of Lolo Pass Rd. up to approximately Kiwanis Camp Rd. with the northern border being approximately the summit of Zigzag Mountain and the southern border being the summit of Hunchback Mountain.

RHODODENDRON COMMUNITY PLANNING ORGANIZATION (CPO) BOUNDARY CHANGE

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or mailed to:

Public and Government Affairs
2051 Kaen Road
Oregon City, OR 97045

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From: VillagesMtHood-Announce
To: ["Villages Post@villagesmthood.us"](mailto:Villages Post@villagesmthood.us)
Subject: [Villages Mt Hood] Rhody 401(c)(3) "CPO" Meeting - Saturday March 18, 2017 at Resort
Date: Tuesday, March 14, 2017 10:49:42 PM
Attachments: [ATT00001.txt](#)

Please forward this to anyone who may be interested and/or might wish to sign up
<http://four.pairlist.net/mailman/listinfo/villagesmthood-announce>

=====

1) **Rhody 501(c)(3) "CPO" Meeting Saturday March 18, 2017**

~~in district, walkable location~~

~~Zigzag Inn 2.5 miles out of district~~

~~Fire Station 3 miles out of district~~

10:30 am Resort at the Mountain (5.5 miles out of district)

<http://www.villagesmthood.us/CPO/Rhododendron501c3-CPO.htm>

Please note: the meeting is remote from the district

Note 1: since this is a "membership meeting" of a 501(c)(3), a person should be able to claim the mileage as a donation to the 501(c)(3)

Note 2: this is especially true of folk who drove to the area from Lake Oswego, Portland, or the like. (or can finagle a way to claim they did)

2) **Mocha Express Commentaries: [Issues of a long distance Bike Ride](#)**

I recently had the opportunity to do a long distance bike, 70 miles, on the Ironman route up to Hawi. Turns out the reason I was not doing "long distances" was

bike fit

electrolytes

different bike

and this is what I learned.

If there are any problems with this email or my web site, please let me know.

Susan Corwin

Villages at Mt. Hood News and Commentary

www.VillagesMtHood.us

www.VillagesoftheDarned.us

[Spam](#)

[Not spam](#)

[Forget previous vote](#)

From: Susan Corwin
To: [Schmidt, Gary](#); [Kyle, Amy](#); [Wilson, Katie](#)
Cc: [Savas, Paul](#); [Schrader, Martha](#); [BCCMail](#)
Subject: Rhody 501(c)(3) - 47 attended meeting, only 4 from impacted area?
Date: Thursday, March 30, 2017 1:01:48 PM

Having reviewed the attendance lists, I see only 4 folk who are actually impacted out of the 47 folk attending.

(I note, many of the folk signing-in were from further down the mountain and seem to be there since I informed them with my email list)

Is the BCC going to shanghai my area into the Rhody CPO?

...I note that they didn't bother to support me/Mt. Hood Corridor for the SLAPP

....and they were suppose to have public voting back in 2013, but didn't.

With 600 households, this seems a bit much and the abandonment and not supporting the Mt. Hood Corridor CPO is not optimal.

Susan Corwin
Zigzag Oregon
503-622-6429

PS. the BCC Jan presentation had 3 maps, all different,
what is the proposed "new" boundary of this clique/private corporation?

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