

RESOLUTION NO. 21-58

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**A RESOLUTION 21-58 RECOGNIZING THE RENAMING OF BARCLAY HILLS  
NEIGHBORHOOD ASSOCIATION TO THE ELYVILLE NEIGHBORHOOD ASSOCIATION**

**WHEREAS**, The City of Oregon City ("City") recognized the Barclay Hills Neighborhood Association under Resolution 97-05 on February 19, 1997 and entered into an agreement the same neighborhood association outlining the criteria for recognition, operation, and coordination, attached as Exhibit A to this resolution; and

**WHEREAS**, The Barclay Hills Neighborhood Association voted at their November 9, 2021 meeting to change the name of the association to the "Elyville Neighborhood Association," and draft minutes of this meeting are attached as Exhibit B to this resolution; and

**WHEREAS**, The neighborhood association requested the City recognize the new name in letter dated December 2, 2021, attached as Exhibit C to this resolution.

**NOW, THEREFORE, OREGON CITY RESOLVES AS FOLLOWS:**

**Section 1.** The City officially recognizes the Elyville Neighborhood Association as the new name for the former Barclay Hills Neighborhood Association.

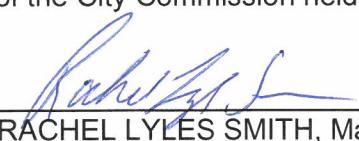
**Section 2.** The Elyville Neighborhood Association shall maintain the same rights, responsibilities, and relationship with the City as the former Barclay Hills Neighborhood Association.

**Section 3.** The City Commission directs staff to utilize the name "Elyville Neighborhood Association" in place of "Barclay Hills Neighborhood Association" in all future revisions and updates to City policy, resolutions, ordinances, and other materials.

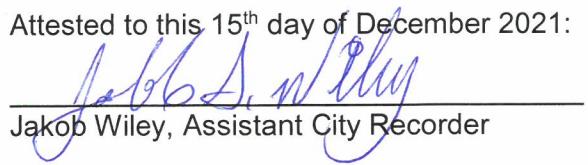
**Section 4.** The City Commission directs staff to utilize the name "Elyville Neighborhood" in place of "Barclay Hills Neighborhood" in all future updates and references to City-produced materials referring to the geographic location currently designated as the Barclay Hills Neighborhood.

**Section 5.** This resolution shall take effect immediately upon its adoption by the City Commission.

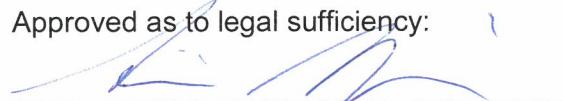
Approved and adopted at a regular meeting of the City Commission held on the 15th day of December 2021.

  
RACHEL LYLES SMITH, Mayor

Attested to this 15<sup>th</sup> day of December 2021:

  
Jakob Wiley, Assistant City Recorder

Approved as to legal sufficiency:

  
City Attorney

RESOLUTION NO. 97-05

A RESOLUTION PROVIDING FOR FORMAL RECOGNITION OF THE BARCLAY HILLS NEIGHBORHOOD ASSOCIATION AND APPROVING AN AGREEMENT PROVIDING CRITERIA FOR THE NEIGHBORHOOD ASSOCIATION'S FORMATION, OPERATION AND CONTINUATION, THEREBY FOSTERING A PARTNERSHIP OF OPEN COMMUNICATION BETWEEN THE CITY AND THE NEIGHBORHOOD ASSOCIATION

WHEREAS, the City Commission understands the great importance of citizen participation and recognizes that it is necessary and desirable to maintain and improve the quality of life for all Oregon City residents; and

WHEREAS, the City Commission desires to instill and enhance a sense of civic pride and responsibility for the community; and

WHEREAS, the City Commission recognizes that participation of the greatest number of citizens with a wide diversity of viewpoints leads to better understanding of mutual concerns; and

WHEREAS, it is essential for citizens to provide information to aid the City Commission in decisions on matters affecting the City's quality of life, including, land use, housing, the annual City budget, community facilities and infrastructure, human resources, social and recreational programs, traffic and transportation, environmental quality, public safety and other matters; and

WHEREAS, the diversity of views and suggestions will also result in a better understanding and acceptance of those decisions by the citizens of Oregon City; and

WHEREAS, the City Commission desires to enhance the livability by giving citizens the opportunity to participate in government decisions in an advisory role; and

WHEREAS, the Comprehensive Plan states, that neighborhood associations shall be established in the neighborhood planning areas defined in the plan; and

WHEREAS, the City Commission in order to provide more effective citizen participation requires the development of certain minimum standards that outline the principles, functions and organization of neighborhood associations when providing formal recognition by the City.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Oregon City, Oregon that the

BARCLAY HILLS NEIGHBORHOOD ASSOCIATION a part of the Ely Neighborhood Planning Area is hereby recognized as an official Neighborhood Association of the City of Oregon City, Oregon, subject to compliance with the Oregon City/Barclay Hills Neighborhood Association Agreement attached hereto as Exhibit A and made a part hereof.

Adopted, signed and approved this 19th day of February, 1997.

/s/Daniel W. Fowler  
Mayor

/s/Jack Lynch  
Commissioner

/s/Douglas Neeley  
Commissioner

/s/Edward Allick  
Commissioner

/s/Timothy J. Powell  
Commissioner

Comprising the City Commission  
of Oregon City, Oregon

It was moved by Powell, second by Allick, to adopt Resolutions No. 97-06 and 97-05.

Roll call: Neeley, Aye; Allick, Aye; Lynch, Aye; Powell, Aye; Fowler, Aye.

Plaques of each resolution were presented to representatives from the Associations.

## OREGON CITY - BARCLAY HILLS NEIGHBORHOOD ASSOCIATION AGREEMENT

AN AGREEMENT PROVIDING FOR FORMAL RECOGNITION OF THE BARCLAY HILLS NEIGHBORHOOD ASSOCIATION AND PROVIDING CRITERIA FOR THE NEIGHBORHOOD ASSOCIATION'S FORMATION, OPERATION AND CONTINUATION, THEREBY FOSTERING A PARTNERSHIP OF OPEN COMMUNICATION BETWEEN THE CITY AND NEIGHBORHOOD ASSOCIATION.

Section 1: Purpose. The purpose of this agreement is for the City of Oregon City to formally recognize the Barclay Hills Neighborhood Association and to provide certain criteria for the formation, operation and continuation of the Barclay Hills Neighborhood Association. It is through this agreement that the City hopes to insure a maximum of opportunity for involvement by the residents of the Barclay Hills Neighborhood Association in the processes of government as well as other activities concerning neighborhood and community livability.

Although a major function of neighborhood associations is to augment the citizen involvement process in land use related matters, such as planning and zoning activities, as is required by applicable law, it is the intent of the City Commission to provide the basis for a wide range of activities which promote the general health and welfare of the community and a spirit of harmony and pride for all citizens of Oregon City.

Nothing in this agreement will limit the right of any person, group of persons or organization from exercising their lawful rights. Membership in the Barclay Hills Neighborhood Association confers no extraordinary rights, standing or legal capacity solely on the basis of membership, nor is the association itself given any special status by this agreement which is intended to influence a court of law as to its capacity to commence litigation. Nor is it the intent of the City to delegate any portion of its authority to the Barclay Hills Neighborhood Association.

### Section 2. Principles and Functions.

a. The Barclay Hills Neighborhood Association shall serve as the primary means of communication between the city and the neighborhood residents, provide a forum for exchange of concerns and ideas, promote and facilitate open communication; and

b. The Barclay Hills Neighborhood Association shall strive to keep neighborhood residents informed about all aspects of government by serving as an information resource to the members of the neighborhood association by conducting studies, sponsoring informational meetings and conducting public forums and educational programs; and

c. The Barclay Hills Neighborhood Association shall participate in the development of long range comprehensive plans by reviewing, providing input and making recommendations concerning particular actions, policies, plans, programs, projects and other matters occurring citywide, including the City's annual budget, all of which may affect the quality of life within the neighborhood.

d. The Barclay Hills Neighborhood Association shall communicate that input to various offices, departments, commissions, boards, committees and the City Commission; and

e. The Barclay Hills Neighborhood Association shall work for physical and social improvement of the character of the neighborhood, including issues affecting area livability; and

f. The Barclay Hills Neighborhood Association shall work for adoption of improved city ordinances which will benefit the neighborhood and the City; and

g. The Barclay Hills Neighborhood Association shall serve as a voice for the neighborhood residents by presenting views and testimony before public bodies such as the City Commission on issues and concerns having both neighborhood and citywide impacts; and

h. The Barclay Hills Neighborhood Association shall promote continuous and effective citizen involvement in governmental processes, thereby insuring maximum contribution to those persons or agencies which are required to make decisions affecting a neighborhood or the community; and

i. The Barclay Hills Neighborhood Association shall provide better channels of communication and flows of accurate and timely information between the government of the City and its citizens; and

j. The Barclay Hills Neighborhood Association shall promote neighborhood and City identity and community spirit; and

k. The Barclay Hills Neighborhood Association shall assist the neighborhood residents to engage in their choice of neighborhood activities to promote such things as neighborliness, safety, cultural opportunities and the general livability of the community.

Section 3. Criteria for Formal Recognition of the Barclay Hills Neighborhood Association. The City Commission hereby establishes the criteria whereby it formally recognizes The Barclay Hills Neighborhood Association within the corporate limits of the City of Oregon City. The City Commission encourages and endorses the formation, operation and continuation of this neighborhood association, pursuant to the criteria set forth below, to provide maximum citizen involvement in the community.

The Barclay Hills Neighborhood Association certifies that it meets the aforesaid criteria, and, as a condition of continued recognition by the City, agrees to continue to meet such criteria on an

ongoing basis. The Barclay Hills Neighborhood Association further agrees that the City Commission may amend or alter such criteria as it deems necessary to meet the changing needs of the City's planning program.

A neighborhood association which seeks formal recognition by the City of Oregon City Commission shall meet and continue to maintain conformity with the following minimum criteria for formal recognition:

A. Membership.

1. Any resident, property owner, business licensee or representative of a nonprofit organization, or any others who show cause for interest in the boundary of a neighborhood shall be entitled to membership;

2. Any member who is at least (18) years of age shall have one vote on any matter to be decided by the association;

3. Membership or participation shall not be conditioned in any way upon the requirement of the payment of dues or fees. However, an association may accumulate sources of income to carry out its purposes through other means, including voluntary contributions, projects, grants, and contracts; and

B. Neighborhood Association Boundaries

In order to implement the City Commission's stated purpose of ensuring maximum opportunity for citizen involvement the City Commission adopts a map containing the boundaries for the Barclay Hills Neighborhood Association. The City Commission shall make the final determination of the Barclay Hills Neighborhood Association boundaries in accordance with as many of the following criteria that may be applicable under the following circumstances:

1. Boundaries should be contiguous and mutually exclusive to those of other formally recognized neighborhood associations;

2. Boundaries should follow readily identifiable physical features, such as property lines, major arterial or collector streets, or be set at some other clearly defined and relatively permanent natural or man made features; and

3. Boundaries describing the territory should be logical and the City Commission may consider other features such as:

- (a) a community of interest, common identity and social communication,
- (b) existing commercial patterns,
- (c) existing boundaries of other agencies, such as a school district boundary,
- (d) the views and desires of citizens seeking association recognition.
- (e) such boundaries may be amended after being proposed by the Neighborhood Association and reviewed and approved by the City Commission. Amendments will not be considered within the first year following the establishment of the neighborhood association boundaries.

The boundaries of the Barclay Hills Neighborhood Association shall be as shown on the attached map and as described below:

The Barclay Hills Neighborhood Association shall be bounded on the north by Mt. Hood Street, Cascade Avenue, Alden Street and the northern edge of the Barclay Hills Subdivision, on the east by Newell Creek Canyon, on the south by the Mt. View Cemetery property and on the west by Molalla Avenue.

**C. Organization and By-Laws**

Following determination of the boundary for the neighborhood association, the persons seeking formal recognition shall:

- (1) Hold at least one public organizational meeting which has been well publicized in the neighborhood and adopt written bylaws which provide at a minimum for the following:
  - (a) for the election of officers,
  - (b) for meetings to be conducted in conformance with the requirement of the public meetings law in those situations where the association meets for the purpose of deliberating toward, making recommendations concerning, or acting in a way in an advisory capacity on any issue, on which the City may make a decision through its governing body, its boards and commissions or in an administrative capacity. This provision shall apply to meetings of the association regardless of the size of its membership and notwithstanding the absence of a required quorum provision in its bylaws,
  - (c) that written minutes required by the public meeting law also record minority opinions and that copies of minutes be forwarded within a reasonable time to the Community Involvement Coordinator,
  - (d) that a current list of names and addresses of the officers of the association be kept on file with the Community Involvement Coordinator,
  - (e) that a minimum of two (2) general membership meetings are held each year, at least sixty (60) days apart and the time, place and purpose be well publicized throughout the neighborhood at least seven (7) days in advance of the meeting.
- (2) Following adoption, a copy of the association's bylaws shall be filed with the Community Involvement Coordinator, and maintained and updated to reflect amendments by the association.
- (3) Bylaws of the neighborhood association shall be adopted for the conduct of business which provide for full participation, democratic decision-making and open meetings. Robert's Rules of Order (*latest revision*) shall govern the procedures of the association when procedure is not otherwise covered by these bylaws.

**D. Formal Recognition**

The Barclay Hills Neighborhood Association, having met criteria set forth in subsections A, B and

C. of this section, is formally recognized when the City Commission has approved this agreement by resolution and the Mayor has signed it on behalf of the City Commission.

Section 4. Termination of Recognition and Grievances. The formal recognition of the neighborhood association may be terminated by the City Commission for failure to abide by its bylaws or the provisions of this ordinance. However, prior to termination of recognition by the City Commission, upon request, a hearing may be held to determine the validity of any charges and allow representatives of the neighborhood association to be heard. If the City Commission terminates recognition, it shall advise the membership of the neighborhood association of the appropriate procedures and means to regain recognition through letters by the Mayor to the principal officers of the neighborhood association, as well as to the general membership by sending the letter to the address of record of the neighborhood association, and by other notice as deemed appropriate by the City Commission under the circumstances.

Section 5. City Support of Associations. The City, through the City Manager's office and subject to his or her judgment concerning the availability of resources or budgetary limitations, shall provide support and assistance to the recognized Barclay Hills Neighborhood Association. The City shall develop administrative procedures, as deemed appropriate, to provide the Neighborhood Association the support and encouragement to assure the successful operation of the association. Such support shall include at a minimum, as practical under the circumstances, the following:

- A. Materials and supplies to aid an association in the formation, recognition and operation;
- B. Reprographic services;
- C. Distribution costs for the mailing of the neighborhood association newsletter or meeting notices prior to each general membership meeting;
- D. Staff assistance as available;
- E. Use of City facilities and equipment;
- F. Mail notifications of meetings, hearings, pending decisions, elections and other citizen participation events neighborhood associations; and
- G. Other economic assistance and support.

Section 6. Statutory Requirements. Oregon Revised Statutes (ORS) provide for specific activities and actions related to formally recognized neighborhood associations:

ORS 197.763 (2) (s): Notice of land use hearings shall be provided to any "neighborhood or community organization recognized by the governing body [ the City ] and whose boundaries include the site [ of the applicant ]."

ORS 227.175 (10) (b): The fee charged for an appeal to an administrative decision or for requesting a hearing on an administrative decision is waived for "neighborhood or community organizations recognized by the governing body [the City ] and whose boundaries include the site [ of the applicant ]."

Although not a statutory requirement, the City will also waive the fee charged for an appeal on a Planning Commission decision to the City Commission.

Section 7. City Commission and Association Review. Periodically, the City Commission or the Neighborhood Association may seek review of the Association, this agreement, the Association's boundaries or the criteria for formal recognition set forth herein. The City Commission may subsequently amend, modify or change any decision made pursuant to the criteria for formal recognition or any other provision of this agreement.

Adopted, signed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 1997.

\_\_\_\_\_  
Mayor, City of Oregon

\_\_\_\_\_  
President,  
Barclay Hills Neighborhood Association

## Elyville / Barclay Hills Neighborhood Association Minutes

November 9, 2021

**Where: Saint John the Apostle Cemetery 451 Warner St, Oregon City & Virtual Jitsi**

### Call to Order & Introductions 7:06PM

**Oregon City Police updates:** Homeless Liaison named Officer Dan Hanes with Officer Wadsworth and Officer Willard. Dan's job is to get homeless off the street, set them up with a case manager to help assist to get them on their feet. Working closely with The Father's Heart. Newell Creek Canyon cannot be touched by OCPD because of Metro without invitation. Dan wants to keep in touch with our neighborhood and address any questions, his contact info is 503.793.2406 and email at [dhanes@orccity.org](mailto:dhanes@orccity.org). In case of emergency, it is best to call OCPD nonemergency at 503.655.8211. Officers are alert to Holmes traffic and are pushing enforcement. A resident shared her experience about a resident who honks at the end of Pearl turning on to Linn daily. Rumor has it the man drives a pickup and honks where his wife died. Since the story was shared on social media, others are doing so, which is a bit disturbing to the neighbors there. The officers said they will be more active to patrol the area.

### BHNA reports and maintenance

1. approve minutes for September 2021: motion by Didi Dahsrud, 2nd by Barbara Camrana - approved
2. Treasurer's report: \$84.50 cash & \$50 gift certificate at Grocery Outlet
3. CIC update - discussed neighborhood association concerns, needs, and praises to our city staff. Also, Corner 14 adding additional seating that will take parking spaces towards the back of the old Spicer property.

**Renaming Barclay Hills to Elyville.** Historical information was presented informally. Our area was owned by the Holmes Family entirely and land was donated to the City of Oregon City when Elyville incorporated. George and Duane Ely owned a significant amount of South of Oregon City called Elyville including the original post stop near 808 Molalla (in front of Elyville natural water reservoir and initially owned significant property of what is currently Barclay Hills). Barclay Hills Dr was Duane St up until the subdivision/development redirecting Barclay Hills Dr. Elyville includes the two cemeteries of Mountain View and Saint John the Apostle Cemetery, Ely family had the original deed to Saint John the Apostle when the church bought it. Much history was shared including pictures, maps, and documents via slideshow. Support and information was assisted and provided by City Commissioner Denyse McGriff, Architectural Historian Leesa Grateak, & Clackamas Historical Society volunteers Steven Dietz, Jo Lynn, and Johna Heintz. As BHNA Chair from 2018, residents told Karla Laws that this is a big issue for them and wanted the old Elyville Neighborhood acknowledged, it was time to try to attempt to make this happen. Elyville was an original geographical location South of Oregon City according to 'Oregon Geographic Names' Lewis A McArthur research as well as noted in the 1900 Sanborn Maps of Oregon City (before Elyville was incorporated). Motioned neighborhood and neighborhood association name change by Jim Donnelly, 2nd by Gary Avery. All approved, no opposed.

Elyville / BHNA Chair Karla Laws asked for 5 min for public comment at city commission for requesting the neighborhood of Singer Creek area to be reevaluated for zoning since the city commission is revisiting and redoing the City of Oregon City Comprehensive Plan. **Motioned approval by Jim Donnelly, 2nd by DeAnn Beals - all approve, no opposed. The Online attendees were disconnected at this point because our technology device had died. Vote was conducted by in-person attendees.** Decided that the Comprehensive Land Use and Planning Committee Chair Jim Donnelly will speak on our behalf. A separate comment, Karla Laws plans to discuss concerns about documenting and public record from the city attorneys concerning ORS 227.180(1)(a). The need for our neighborhood to be able to see these comments as a reference and understand in the future how to advise our neighborhood concerning land use issues.

### Meeting Adjourn 8:25PM

Next Meetings (2<sup>nd</sup> Tuesdays), open to all:

Planning Meeting **December 14, 2021 7:00 pm**

General Meeting **January 11, 2022 7:00 pm**

Any questions, comments, etc.

contact Karla Laws, BHNA Chair, 503.956.0634 or [karla.laws+BHNA@gmail.com](mailto:karla.laws+BHNA@gmail.com)

More details: <https://www.orcity.org/community/barclay-hills-neighborhood-association>

December 2, 2021

419 Roosevelt St  
Oregon City, OR 97045

City Commission  
City of Oregon City  
625 Center St  
Oregon City, OR 97045

Subject: Elyville Neighborhood & Elyville Neighbor Association Name Restoration

Dear City Commission,

After I became Chair of Barclay Hills Neighborhood Association in 2018, various neighbors brought up history and said to me 'you recognize we really are Elyville?' We researched further with help from local residents, historians, and a descendant. In Summer of 2021, Elyville was a topic of discussion on the agenda for our neighborhood meetings. On September 14, the neighbors at our general meeting voted to create a neighborhood name change committee. This committee communicated over email and met in person on October 16, 2021 and decided to propose the name restoration at the next general meeting. The topic was announced on our postcard that went out to all the neighbors. At the general meeting on November 9, 2021 (which was dual in person and video-chat), a motion was made to restore the Elyville name for the neighborhood and neighborhood association. All were in favor, 2 abstained virtually, and none opposed. I will include the 'draft' Minutes from November 9th with this email; however, the minutes will not be official until our next meeting in January 2022. We hope the city commission would honor our request to restore our original geographical name for our neighborhood and neighborhood association?

Thank you for staff assistance and we appreciate the support!

Kindest regards,

*Karla Laws*

Karla Laws  
Elyville NA Chair