

PUBLIC INVOLVEMENT PLAN *(DRAFT)*

Project: 2020-21 TGM Code Assistance to City of Oakridge

Project Location: Oakridge, Oregon

Date: August 22, 2022

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Public Involvement Goals:

This public involvement plan will be used to guide stakeholder and public involvement throughout the City of Oakridge's TGM Code Updates. This public involvement plan reflects the commitments from the City of Oakridge (City) and the Oregon Department of Transportation (ODOT) to coordinate and carry out public outreach activities to provide community members with the opportunity to weigh in on local transportation concerns and to provide input on the future of transportation within the city

The city will involve the public and stakeholders primarily through a series of committee meetings, public open houses, and work sessions with elected officials. The distribution of project information will primarily occur through the city's website.

The purpose of public involvement during this TGM Code Update is to share information and gather input on the needs and issues of the stakeholders, local residents, businesses and key communities in Oakridge and the surrounding area. Our public involvement goals include:

- Inform and communicate accurate, understandable, transparent and timely information with the community.
- Consult and involve the community in the identification, refinement, and prioritization of policy changes needed to guide updates to the City of Oakridge
- Ensure community members understand how decisions are made, that their concerns are heard, and they know how their feedback influenced decisions.
- Partner with city and agency representatives to ensure officials are engaged in the planning process and key decisions.
- Actively seek public input throughout the project while reaching a diverse group of stakeholders who reflect Oakridge's greater community. Seek an audience of participants who are potentially affected and/or interested individuals, neighborhoods, businesses, and organizations. Through the project demonstrate how input has influenced the process.
- Comply with Civil Rights Act of 1964 Title VI requirements. Title VI and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, national origin, language, sex, religion, or disability under any program or activity that receives federal financial assistance. Ensure that the public involvement process is consistent with applicable state and federal laws and requirements, and is sensitive to local policies, goals, and objectives.

Meeting Venues:

Oakridge City Hall, Oakridge High School (if larger venue needed), and all meetings will be available online via Zoom.

Outreach and Engagement Strategies:

The success of the PIP will depend largely on our ability to advertise in order to engage with citizens, including those who lack formal organization or influence. Extra efforts will be required to involve citizens without access to internet at home.

Based on the information outlined below, the City of Oakridge will apply the following additional strategies to give all of Oakridge's residents and stakeholders an opportunity to be involved, so that a diversity of community members can be reached:

- Post public notices in physical locations including City Hall, library, the US Post Office, Double Trouble, Mane St. Coffee and the Lion Mountain Bakery, Ray's grocery store, Oakridge High School;
- Online through social media including the "Oakridge Chat Forum" on Facebook, the City's Facebook page, and on the project webpage on the City's website;
- In publications using the Highway 58 Herald online newspaper(<https://highway58herald.org/news/calendar/>)
- In monthly utility bill letters (deadline for submittal: ;
- Outreach materials will note that a Public Involvement Plan exists and describe how it can be obtained;
- The Public Involvement Plan will be available on the project webpage on the City website and in hard copy at City Hall;
- The City Recorder will maintain a digital comment log of any comments, as well as responses, received throughout the project;
- Solicit and consider input from all groups and citizens concerned with, interested in, and/or affected by Oakridge Development Code updates;
- Assure that all meeting venues are ADA accessible and accommodations are available for the hearing impaired;
- All public meetings will also be available live online via Zoom.

Key Demographics & Stakeholders:

Environmental justice and Title VI concepts focus on understanding and properly addressing the unique needs of diverse socioeconomic groups. For this reason, a community must characterize its demographics (including its minority and low-income populations). With that information the community can better assure protected populations are adequately involved with the planning process.

The City of Oakridge has primarily used city level Census data and evaluated the following social and environmental characteristics: minority populations, low-income populations, persons with disabilities, and seniors. This information is used to define potential underserved communities of concern. Oakridge’s demographic profile was obtained primarily through 2020 American Community Survey (ACS) data.

ACS data, unlike the Decennial Census, produces estimates based on a sample of the population. Because ACS estimates are based on a sample rather than a count, there is a level of error inherent in ACS data; accordingly, each ACS estimate has its own margin of error (“MOE”). ACS margins of error are based on a 90-percent confidence level, and confidence bounds can be created by adding or subtracting the MOE from each estimate. For some detailed tabulations, and especially for smaller geographies like Oakridge, MOEs can be quite large relative to the estimate.

Age

Oakridge’s 2020 American Community Survey (ACS) population was 3,336. Based on the 2020 ACS data, the median age in Oakridge in 2020 was 39.7, which is slightly older compared to the median age in the United States (38.2) and Oregon (39.5). The smallest age group is 5 to 14 year-olds (10.3%), and the largest age group is 60+ (33.6%), which is a 33.6% increase than the national average (22.3%) and 27.9% higher than the average in Oregon (24.2%).ⁱ

Race, Ethnicity, and Language

According to 2020 ACS data, 82% of Oakridge citizens identified their race as white, 2% identified as American Indian, and 7% identified as “two or more races.” 6 percent of Oakridge citizens identified their ethnicity as Hispanic. ⁱⁱOnly 1% of Oakridge’s population reported speaking a language other than English at home, primarily Spanish.ⁱⁱⁱ

Poverty

The Census Bureau uses a set of income thresholds that vary by family size and composition to determine poverty rates and levels. If a family's total income is less than the family's threshold, then that family and every individual in it is considered in poverty. According to the 2020 ACS data, 37.7% of Oakridge residents are living under the poverty level. This is close to 3 times the national and state average, 12.8% and 12.4% respectively, and almost 2.25 times the average in Lane County (17.2%).^{iv} Oakridge’s median annual household income is only \$32,583, which is about half the national average (\$64,994) and the State average (\$65,667). Lane County’s median annual household is \$52,942, which is still over \$20,000 higher than that of Oakridge. 26.5% of Oakridge households make less than \$25,000 per year.^v

Disability

According to the 2020 ACS 5-year Estimates 24% of Oakridge residents are with some type of disability. This is 42% higher than the surrounding Lane County with only the county having 16.9% of people with disabilities. Compared to Oregon, Oakridge has a 68% increase of individuals with disabilities with Oregon having 14% and a 98% increase compared with the US, with the Nation at 12.7% of people with a disability.^{vi}

Conclusion:

The data does not show that Oakridge has a significant population with limited English proficiency. Therefore, the City does not find it necessary to translate materials or provide interpreters at community meetings. The only exception might be the use of a French Creole interpreter, if we are able to engage with the “Philadelphian” population living in relative self-isolation in Oakridge.

In Oakridge, the largest population age group are residents aged 60 years and older (33%). Because of this, the City will take the steps necessary to ensure the meetings are ADA accessible. All meetings will also be available online via Zoom. Persons that do not have a computer or internet will be able to review hard copies of project materials, upon request, at City Hall. Community members will always be encouraged and welcome to submit comments or feedback at any time.

Public Involvement Tasks

Stakeholder Interviews

The Project consultant, MIG|APG, will conduct interviews with designated community stakeholders. The interviews will be conducted in individual sessions (up to 3) with at least five (5) stakeholders participating in total. A standardized list of questions will be prepared by the consultant and distributed to the stakeholders prior to the interview. A copy of the draft Evaluation Memorandum prepared by MIG|APG identifying preliminary policy and code findings and recommendations will be provided to the stakeholders at least a week prior to the interviews.

Community Meeting

The City will arrange and MIG|APG will conduct a community meeting to share an overview of Project objectives, TGM objectives, the Project schedule, and next steps. At this meeting, the Project team will gather feedback from the public about their opinions and concerns as related to the Project, as well as ideas for potential improvements or changes to the Oakridge Comprehensive Plan and the City’s Land Use Ordinance. This event will be widely advertised on the City’s website and at the locations listed in the Public Involvement Plan, including City Hall, the Library and at the Post Office.

City Council and Planning Commission Meetings

The Oakridge Planning Commission and City Council will have the opportunity to formally provide input at scheduled meeting and work sessions (see Project Schedule). The public will be able to provide testimony at meetings, in accordance with local and state law. Public Notices will be posted on the City website and at City Hall, the High School, and the Post Office.

Project Schedule & Specific Outreach Strategies by Task

Task 2: Evaluation of Existing Plans and Regulations

<p>2.4</p>	<p>Community Meeting #1</p> <p>City Recorder shall advertise on City’s homepage under “City Calendar,” at least two weeks prior.</p> <p>City to print Community Meeting #1 materials and place at City Hall for public review and inspection, on day of Community Meeting #1.</p> <p>City to post flyers at City Hall, Post Office, Double Trouble, Mane St. Coffee and the Lion Mountain Bakery, Ray’s grocery store, Oakridge High School, at least two weeks prior.</p> <p>City to post notices on the City’s Facebook page, request info to be shared to non-city Facebook Pages, and on the project webpage on the City’s website. Outreach materials will note that a Public Involvement Plan exists and describe how it can be obtained;</p> <p>City to make contact with the Highway 58 Harold for Publication</p> <p>City to advertise Community Meeting #1 on project webpage and send out notification to all contacts registered to receive updates, at least two weeks prior.</p> <p>City to send out one-page informational sheet about project (including advertising Community Meeting #1) with monthly water bill (due before the 20th of each month). To include info about and where to find Public Involvement Plan</p> <p>The Zoom link to Community Meeting #1 will be included in all advertisement materials.</p> <p>Consultant shall conduct the meeting.</p>	<p>Sept. ?, 2022</p>
<p>2.5</p>	<p>Virtual Public Workshop #1 (VPW)</p> <p>No later than two working days following Community Meeting #1, consultant shall develop and City shall host a VPW that includes all materials presented at Community Meeting #1. A tool for providing input and feedback must be available. The VPW shall run for two weeks.</p> <p>, City to post a link to access VPW on the City’s website and calendar at the same time as posting physical notices.</p>	<p>TBD 2022</p>

2.7	<p>Planning Commission Work Session #1</p> <p>City Recorder shall advertise on City’s homepage under “City Calendar,” at least two weeks prior.</p> <p>City to post flyers at City Hall, Post Office, Double Trouble, Mane St. Coffee and the Lion Mountain Bakery, Ray’s grocery store, Oakridge High School and various local businesses including Ray’s grocery store, at least two weeks prior..</p> <p>City to post notices on the City’s Facebook page, request info to be shared to non-city Facebook Pages, and on the project webpage on the City’s website</p> <p>City to make contact with the Highway 58 Harold for Publication</p> <p>City to print materials for Planning Commission Work Session #1 and place at City Hall for review and inspection, at least one</p>	<p>October18, 2022</p>
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	<p>week prior to the meeting.</p> <p>CONSULTANT shall distribute work session materials one week prior to work session. At same time, materials shall also be posted on the project website under Planning Commission Work Session #1.</p> <p>City to advertise Planning Commission Work Session #1 on project website on the City's website and send out notification to all contacts registered to receive updates, at least two weeks prior.</p> <p>The Zoom link to Planning Commission Work Session #1 will be included in all advertisement materials.</p>	
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Task 3: Draft Action Plan

3.3	<p>Joint Planning Commission and City Council Work Session</p> <p>City Recorder shall advertise on City’s homepage under “City Calendar,” at least two weeks prior.</p> <p>City to print and place at City Hall, at least one week prior to meeting, meeting materials for review and inspection.</p> <p>City to post flyers at City Hall, Post Office, Double Trouble, Mane St. Coffee and the Lion Mountain Bakery, Ray’s grocery store, Oakridge High School, at least two weeks prior.</p> <p>City to make contact with the Highway 58 Harold for Publication</p> <p>CONSULTANT shall distribute work session materials one week prior to work session (Revised Development Code Amendments Draft #2). At same time, materials shall also be posted on the project website under Joint Planning Commission and City Council Work Session.</p> <p>City to advertise Joint Planning Commission and City Council Work Session on project website and send out notification to all contacts registered to receive updates, at least two weeks prior.</p> <p>The Zoom link to be included in all advertisement materials.</p> <p>City to post on Homepage of City’s website under “news” presence of Planning Commission Work Session #1, at least two weeks prior.</p>	TBD 2023
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Task 4: Final Action Plan

4.1		TBD 2023
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4.3	<p>City Council Public Hearing #1</p> <p>City Recorder shall advertise on City’s homepage under “City Calendar,” at least two weeks prior.</p> <p>City to distribute staff report and findings to City Council one week prior to hearing.</p> <p>City to post flyers at City Hall, Post Office, Double Trouble, Mane St. Coffee and the Lion Mountain Bakery, Ray’s grocery store, Oakridge High School, at least two weeks prior.</p> <p>City to post notices on the City’s Facebook page, request info to be shared to non-city Facebook Pages, and on the project webpage on the City’s website.</p> <p>The Zoom link to be included in all advertisement materials</p> <p>City to advertise City Council Public Hearing on project website and send out notification to all contacts registered to receive updates, at least two weeks prior.</p> <p>City to post on Homepage of City’s website and Facebook page.</p>	TBD 2023
?.?	<p>Final Adopted Development Code Amendments & Report</p> <p>Second reading of the ordinance for adoption will occur at the next regularly scheduled City Council Meeting. No special notice required for this action.</p> <p>City Council meeting will be advertised on the City’s website and Facebook pages, as well as physical postings.</p> <p>PROJECT EXPIRATION DATE: July 15, 2023</p>	TBD 2023

ⁱ American Community Survey 2020 5-Year Estimates, Tables S0101 Population, United States, Oregon & Oakridge

ⁱⁱ US Census 2020: DEC Redistricting Data (PL 94-171), Table P2 - Hispanic or Latino, and not Hispanic or Latino by race, Oakridge

ⁱⁱⁱ American Community Survey 2020 5-year estimates Table S1601 Language Spoken at Home - Oakridge

^{iv} American Community Survey 2020 5-Year Estimates, Table S1701 - Poverty Status in the past 12 Months, Oakridge, Lane County, Oregon & US

^v American Community Survey 2020 5-Year Estimates, Table S1901 Income in the past 12 months (in 2020 inflation-adjusted dollars), Oakridge, Lane County, Oregon & US

^{vii} American Community Survey 2020 5-Year Estimates, Table S1810 Disability Characteristics Oakridge, Lane County, Oregon & US