



CITY OF OREGON CITY

NATURAL RESOURCES COMMITTEE

AGENDA

Virtual Meeting

Wednesday, February 14, 2024 at 6:00 PM

This meeting will be held online via Zoom; please contact ocplanning@orc.org for the meeting link.

CALL TO ORDER AND ROLL CALL

ADOPTION OF THE AGENDA

Natural Resources Committee members have the opportunity to rearrange, remove, or add items on the agenda. Adding an item to the agenda requires the consensus of the Natural Resources Committee.

PUBLIC COMMENT

Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. The Chair has the discretion to waive limitations. Prior to speaking, citizens shall complete a comment form and deliver it to the Staff Member. The Natural Resources Committee does not generally engage in dialog with those making comments but may refer the issue to the Staff.

GUESTS / PRESENTATIONS

1. Virtual meet and greet with Thomas Kissinger, Oregon City Parks and Cemetery Manager

NEW BUSINESS/DISCUSSION ITEMS

2. Discussion Items for 02/14/2024:
 1. Tree Code Recommendation to the City Commission
 2. City Commission Goal 7, Strategy 7.1
 3. NRC Work Plan

ELECTION OF NRC OFFICERS

3. NRC Officers: The Officers shall consist of a Chair, a Vice-Chair and a Secretary, who shall be selected by the membership and serve at the pleasure of the membership for one-year terms. Nominations and elections of new officers shall be taken from the floor at the Committee's first meeting of each calendar year. Officers may be re-elected. In

the event that an Officer is unable to complete the specified term, a special election shall be held for the completion of the term.

COMMUNICATIONS

FUTURE AGENDA ITEMS

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the City Commission does not engage in discussion with those making comments.

Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website at www.orcity.org and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Natural Resource Committee
From: Pete Walter, Planning Manager

Agenda Date: 02/14/2024

SUBJECT:

Discussion Items for 02/14/2024

STAFF RECOMMENDATION:

Discussion and direction to Staff.

BACKGROUND:

1. Tree Code Recommendation to the City Commission

NRC members have expressed concerns that the Street Tree Code needs to be re-examined to better protect trees. NRC will discuss a draft written recommendation to the City Commission explaining their concerns and requesting that the City Commission consider the recommendation.

At the January 10, 2024 meeting, Assistant City Engineer Josh Wheeler gave a presentation on the City's sidewalk repair program. Planning Manager Pete Walter provided a summary of various Metro area municipal tree permit programs and fees.

2. City Commission Goal 7 - Protect and preserve our environmental and natural resources for a healthy, sustainable community; 7.1 Focus efforts on preserving and protecting the City's Tree Canopy

Staff will provide an update on Friends of Trees pruning and planting events in Oregon City, tree inventory work, and our recent TCUSA application details.

3. NRC work plan topics.

The updated work plan for 2023-2025 consist of projects and tasks for the 2023-2025 biennium.

OPTIONS:

1. Discuss topics and determine next steps.
2. Table certain items for future discussion.

2023 Tree City USA Application for Certification

The Tree City USA award is in recognition of work completed by the community during the 2023 calendar year.

PRIMARY CONTACT INFORMATION

Contact Name:

PETE WALTER

Email:

pwalter@city.org

Phone:

+1 505 496 1562

Address:

PO BOX 3040

OREGON CITY, Oregon 97045

OREGON CITY COMMUNITY INFORMATION

Select which best describes your community:

Community has both a Tree Board and a Department Chair/City Manager

Ordinance Date:

05/03/2023

Ordinance Uploaded**Per-capita Expenditure**

\$12.71

Arbor Day Date

04/01/2023

Arbor Day Proclamation Uploaded

As Mayor or Equivalent of the Community of OREGON CITY

 Mayor 12/14/2023

Mayor or Equivalent Signature

Title

Date

Application Certification (to be Completed by the State Forester)

The above-named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be certified as a Tree City USA community, for the 2023 calendar year, having in my opinion met the standards required for recognition.

State Forester Signature

Title Date

Application Information

Application ID: 331682
Partner: OREGON CITY
Program: Tree City USA
Application Type: Tree City USA
Start Date: 11/09/2023
Status: Application Approved

Primary Contact Information

First Name PETE	Last Name WALTER	
Title PLANNING MANAGER		
Address 1 698 WARNER PARROTT RD		
Address 2		
City Oregon City	State Oregon	Zip Code 97045
Country United States		

Details

Mayor or Equivalent Contact Information

FirstName: Denyse
LastName: McGriff
Email: dm McGriff@orc city.org
Phone: +1 503 657 0891
StreetAddress1: PO Box 3040
City: OREGON CITY
Country: United States
State: Oregon
County: Clackamas County
ZipCode: 97045

City Forestry Contact Information

FirstName: PETE
LastName: WALTER
Title: PLANNING MANAGER
Email: pwalter@orc city.org
Phone: +1 505 496 1562
City: Oregon City
Country: United States
State: Oregon
ZipCode: 97045

PR/Communications Contact Information

FirstName: Jarrod
LastName: Lyman
Email: jlyman@orc city.org
Phone: +15034961547
Country: United States

Partner Intake Information

PartnerName: OREGON CITY
Website: https://www.orc city.org/planning
GenericEmail: ocplanning@orc city.org
Facebook: http://www.facebook.com/cityoforegoncity
Instagram: https://www.instagram.com/cityoforegoncity/?hl=en
Twitter: http://twitter.com/orc city
PartnerGroup: OREGON CITY
PartnerSubCategory: City
Population: 37786
WorksWithSchools: 1

AdditionalStickers: 0

Item #2.

Shipping address for recognition materials

ShippingAddress1: PO BOX 3040
City: OREGON CITY
County: Clackamas County
State: Oregon
Country: United States
ZipCode: 97045

Standard 1 - A Tree Board or Department

Select which best describes your community

Community has both a Tree Board and a Department Chair/City Manager

Tree Board Chairperson Contact Information

FirstName: Samantha
LastName: Wolf
Email: sammwolf@gmail.com
Phone: +17342491734
StreetAddress1: 703 Barclay Hills Dr
City: Oregon City
Country: United States
State: Oregon
County: Clackamas County
ZipCode: 97045

Additional Board Member Contact Information

FirstName: Nancy
LastName: Broshot
Email: nbroshe@linfield.edu
City: Oregon City
Country: United States
ZipCode: 97045

Tree Board Meeting Frequency

Monthly

Please Explain:**Department Chair or City Manager Contact Information**

FirstName: Tony
LastName: Konkol
Title: City Manager
Email: tkonkol@orc.org
Phone: +1 (503) 657-0891
StreetAddress1: 625 CENTER ST
StreetAddress2: PO BOX 3040
City: Oregon City
Country: United States
State: Oregon
County: Clackamas County
ZipCode: 97045

Standard 2 - A Community Tree Ordinance

Our Attached Ordinance

Is in effect 24/7/365
 Addresses, at the very least, all public trees in our community
 Delegates authority over all public trees in our community
 Has clear guidance on the protecting, planting, maintaining, and/or removing of public trees

Copy and paste relevant language from your community's uploaded ordinance addressing delegation of authority over public trees in the box below.

12.08.030 - Public property tree maintenance. The city shall have the right to plant, prune, maintain and remove trees, plants and shrubs in all public rights-of-way and public grounds, as may be necessary to ensure public safety or to preserve and enhance the symmetry or other desirable characteristics of such public areas. The public works department and parks and recreation department may recommend to the community development director the removal of any tree or part thereof which is in an unsafe condition or may be injurious to above or below-ground public utilities, structures or other public improvements. Removed trees shall be replaced in accordance with this chapter or the mitigation requirements of the OCMC 17.49, Natural Resources Overlay District (NROD), if the tree to be removed is within the NROD.

Copy and paste relevant language from your community's uploaded ordinance addressing clear guidance over public trees in the box below.

12.08.015 Street tree selection, planting and maintenance requirements. All development shall provide

street trees adjacent to all street frontages. Species and locations of trees shall be selected based upon vision clearance requirements, but shall in all cases be selected from the Oregon City Street Tree List, an approved street tree list for a jurisdiction in the Metropolitan region, or be approved by a certified arborist unless otherwise approved pursuant to this section. If a setback sidewalk has already been constructed or the public works department determines that the forthcoming street design shall include a setback sidewalk, then all street trees shall be installed with a planting strip or within tree wells. If existing street design includes a curb-tight sidewalk, then all street trees shall be placed according to OCMC 12.08.035.C. A. One street tree shall be planted for every thirty-five feet of property frontage. The tree spacing shall be evenly distributed throughout the total development frontage to meet the clearance distances required in subsection B below. The community development director may approve an alternative street tree plan, or accept fee-in-lieu of planting pursuant to OCMC 12.08.035, if site or other constraints prevent meeting the required total number of tree plantings. B. The following clearance distances shall be maintained when planting trees: 1. Fifteen feet from streetlights; 2. Five feet from fire hydrants; 3. Twenty feet from intersections; 4. Five feet from all public utilities (i.e. sewer, storm and water lines, utility meters, etc.). C. All street trees planted in conjunction with development shall be a minimum of two inches in caliper at six inches above the root crown and installed to city specifications. Larger caliper size trees may be approved if recommended by a certified arborist or registered landscape architect. D. All established trees shall be pruned tight to the trunk to a height that provides adequate clearance for street cleaning equipment and ensures ADA complaint clearance for pedestrians. E. All trees planted within the right-of-way shall be planted with root barriers at least eighteen inches in depth adjacent to the sidewalk and curb to ensure proper root growth and reduce potential damage to sidewalks, curbs and gutters. F. All trees planted beneath powerlines shall be selected based on what is appropriate for the location. In addition, the tree species shall be approved by the associated franchise powerline utility company. G. Tree species, spacing and selection for stormwater facilities in the public right-of-way and in storm water facilities shall conform to requirements of OCMC 13.12 and the adopted stormwater and grading design standards and be approved by the city engineer. H. Any public or street trees planted within the natural resource overlay district shall conform to the applicable requirements of OCMC 17.49, Natural Resources Overlay District (NROD). (Ord. No. 18-1009, § 1(Exh. A), 7-3-2019) 12.08.025 General tree maintenance. Abutting property owners shall be responsible for the maintenance and replacement of street trees and planting strips. Topping of trees is prohibited, unless under recommendation of a certified arborist, or other qualified professional. Trees shall be trimmed appropriately. Maintenance shall include watering during dry periods, trimming of established trees to remove dead branches and dangerous limbs and to maintain a minimum seven-foot clearance above all sidewalks, eight-foot clearance in clear vision areas pursuant to OCMC 10.32, and ten-foot clearance above the street. Planter strips shall be kept clear of weeds, obstructing vegetation and trash. (Ord. No. 18-1009, § 1(Exh. A), 7-3-2019) 12.08.035 Tree removal and replacement.
https://library.municode.com/or/oregon_city/codes/municipal_code?nodeId=TIT12STSIPUPL_CH12.08PUSTTR_12.08.035TRRERE

Date current tree ordinance was established
05/03/2023

Attach your community's current public tree care ordinance
completed

Ordinance Changes
My community ordinance has changed this past year and is attached above

Standard 3 - A Community Forestry Program with an Annual Budget of at Least \$2 per Capita

Community Population
37786

Tree Planting and Initial Care
103326

Tree Maintenance
0

Tree Removal
62743

Management
304712

Utility Line Clearance

Volunteer Time (Hours)
300

Are there other costs to report?

Other Costs

Other Costs Description

Total Expenditures:
480321

Total Expenditures per capita:

12.71

Community Tree Management Statistics

Number of Trees Planted
311

Number of Trees Pruned
964

Number of Trees Removed
282

Optional Attachments

Annual work plan (if required by your state)
completed

Supporting Budget Documents
completed

Standard 4 - An Arbor Day Observance and Proclamation

When did your community celebrate Arbor Day?
EventType: Arbor Day Observance
EventDate: 2023-04-01
EventFiles: Group.jpg, Mayor and Parks Staff.jpg, tree lineup reduced.jpg, url_b9bbb2.png
ApplicationId: 331682

Attach your signed Arbor Day proclamation
completed

Signature

Mayor Signature

Mayor or Equivalent Signature Method
Signed Document

Download the PDF summary application, sign it, and upload it below.

Upload Signed Document
completed

First Name

Last Name

Professional Title

Date

As Mayor or Equivalent of the Community I certify that the information in this application is accurate by signing my name below.

By submitting your application, you are granting the Arbor Day Foundation and its assigns, licensees, successors, representatives, employees, program partners, and agents (collectively, the "Arbor Day Foundation"), the irrevocable and unrestricted right to use uploaded images from this application. You grant the Arbor Day Foundation the irrevocable right to use, copy, prepare derivative works from, distribute, and publish the provided photographs in any medium or means of distribution, including print, social media sites such as Facebook and Twitter and Arbor Day Foundation publications or on its website, for any lawful commercial or other purpose, and to register the copyright of such photographs throughout the world. By granting rights to the photos, you are representing that you own the rights to the uploaded pictures in this application and that Arbor Day Foundation has permission to use said photos.

1

By submitting your application, you agree to the Tree City USA terms and conditions.

Application Information

Application ID: 358353
 Partner: OREGON CITY
 Program: Tree City USA
 Application Type: Growth Award
 Start Date: 12/15/2023
 Status: Application Approved

Primary Contact Information

First Name	Last Name	
PETE	WALTER	
Title		
PLANNING MANAGER		
Address 1		
698 WARNER PARROTT RD		
Address 2		
City	State	Zip Code
Oregon City	Oregon	97045
Country		
United States		

Growth Award

Total Points: 20

C1. Ordinance Clauses: 5 pts

Describe or quote new ordinance clause(s), provide online link

The City amended subsection 12.08.035 Tree Removal and Replacement. The amended code further clarifies the tree replacement requirements for abutting homeowners. Specifically, the amendment require replanting within the planter strip as a priority unless the applicant can show clearly that there is insufficient space to replant a tree. Paying a fee-in-lieu of planting is now a last resort, with the alternatives being: a. Within the right-of-way abutting another property, with abutting property owner approval, or b. On public property, with City Manager or designee approval, or c. Within 10 feet of the right of way in the abutting private yard. Exceptions are granted for planter strips that are 3' feet or less in width. We anticipate that this amendment will help assure that "the right tree is planted in the right place."

Upload PDF of revised ordinance
 completed

D1. Tree Planting Program: 8 pts

Describe program, name, and link to information

Oregon City continues it's partnership with Friends of Trees to assist homeowners in planting and maintaining high quality trees throughout Oregon City. The program is supported through the City's Tree Mitigation fund and has resulted in approximately 800 new street and yard trees being planted throughout the City since 2013. 2023 saw another good year of replanting, expanding into northern and southern parts of the city and helping mitigate for the extensive tree canopy damage following the damaging ice storm and heat dome weather events in 2020-2022.

Upload supporting document(s)
 completed

E16. Tree Festival: 4 pts

Describe festival and how trees were a central theme

Oregon City held a dedication ceremony to honor it's newly planted Hiroshima Peace Tree featured a reading from Oregon's Poet Laureate and the mayor announcing her support for creating an official city forester position. The original ceremony had been planned for 2020 but was postponed due to COVID-109 restrictions. To mark the 75th anniversary of the close of World War II, people in 30 communities around Oregon committed to plant about 45 special peace trees in 2019 and 2020. The young trees were grown from seeds of trees that miraculously survived the atom bombing of Hiroshima on Aug. 6, 1945. Today, Oregon has one of the largest collections of Hiroshima peace trees of any state or nation outside Japan.

Upload supporting document(s)
 completed

E21. Tree Care Workshops: 3 pts

Describe workshops, intended audience, content, attendance

A community tree care workshop was held at Chapin Park on January 28, 2023 with approximately 37 volunteers attending to learn proper pruning techniques.

Upload supporting document(s)
completed

Column1	Column2	Column3	Column4	Column5	Column6	Column7
TREE CITY USA STANDARD #3 WORKSHEET - CITY OF OREGON CITY - 2023 Reporting Period						
	PLANTING / REMOVAL / PRUNING					
		Public Works	Planning	Parks Dept.		
Reporting Period		Jan 1 - Dec 31 2023			Total	
Number of Trees Planted		14		49	63	
Street Trees			21		21	
Type I (incl. NROD)			23		23	
Type II (incl. NROD)			9		9	
Friends of Trees 2023 Plantings			180		180	
Total			53		296	
Number of Trees Pruned		623		341	964	
Number of Trees Removed		13		22	35	
Street Trees			82		82	
Type I (incl. NROD)			43		43	
Type II (incl. NROD)			122		122	
		13	247	22	282	
	COSTS BY DEPARTMENT					
		Public Works	Planning	Parks Dept.		
Amount Spent on Tree Planting and Initial Care				\$ 18,112.67	\$ 18,112.67	\$ 103,326
FOT Contract for 2023			\$ 56,178.50		\$ 56,178.50	
FOT Market Value (Vol. + Homeowner \$)			\$ 29,035.20		\$ 29,035.20	
Amount Spent on Tree Removal and Replacement		\$ 7,287.00		\$ 51,380.62	\$ 58,667.62	\$ 62,743
Street Tree Permit Review Time			\$ 1,440.00		\$ 1,440.00	
Type 1 Reviews			\$ 1,235.00		\$ 1,235.00	
Type 2 Reviews			\$ 1,400.00		\$ 1,400.00	
Amount Spent on Community Forest Management		\$ 257,943.07		\$ 46,769.21	\$ 304,712.28	\$ 304,712
Estimated Value of Volunteer Time				\$ 9,500.00	\$ 9,500.00	\$ 9,500.00
Other						
TOTAL		\$ 265,230.07	\$ 89,288.70	\$ 125,762.50	\$ 480,281.27	480,281
POPULATION	37,471	(PSU Certified Population Estimate for 2023)				
Per Capita Expenditure		(\$2 min. required for TCUSA standard)			\$ 12.82	

Oregon Tree City USA

Standard 3

Annual Urban Forestry Plan

City: Oregon City Parks To be accomplished in Year:2024

Month	<i>City Tree-Related Activities (tree maintenance and tree promotion efforts)</i>
<i>Jan</i>	<i>Dead tree removal- Permits, Arborist Reports Snow/Ice damage inspection. Tree Pruning throughout Parks and Cemetery. Tree orders for Spring Planting.</i>
<i>Feb</i>	<i>Lift Rental or Bucket truck for Aerial pruning, Work with Planning to prepare for Arbor Day.</i>
<i>Mar</i>	<i>Prep planting areas, sod cut, locates. New plantings.</i>
<i>Apr</i>	<i>Participate in Arbor Day and Earth Day events when Possible. Monitor native tree plantings. Replant where necessary.</i>
<i>May</i>	<i>Staking and mulching areas of newly planted trees. Remove last year's stakes to prevent girdling.</i>
<i>Jun</i>	<i>Begin Watering program for newly planted trees. Irrigation or water bags. Additional tree diapers.</i>
<i>Jul</i>	<i>Watering of new trees. Invasive removals</i>
<i>Aug</i>	<i>Monitor for stressed trees needing supplemental watering.</i>
<i>Sep</i>	<i>Order Trees for Fall Planting, Sod cut, locates. Prepare equipment for Fall storms. Removal Stump grinding</i>
<i>Oct</i>	<i>Hazard removal, Plant replacement trees, Check trees along waterways address Beaver damage. Verify need for any fall fertilizer applications. Evaluate spring plantings for survival and replacement needs.</i>
<i>Nov</i>	<i>Plant new trees, Leaf removal blowing/mulching, Visual inspections. Begin early pruning. Fertilizer application after leaf drop</i>
<i>Dec</i>	<i>Limb Pickup, leaf removal and mulching, identify intensified pruning needs, hazard tree permitting and removal. Identify hangers for aerial removals. Remove suckers, Root pruning as necessary</i>

*** This table is expandable if completed as a Word document.**

Oregon Tree City USA Standard 3

Annual Urban Forestry Plan

Oregon City Public Works to be accomplished in year: 2024

Month	<i>City Tree-Related Activities (tree maintenance and tree promotion efforts)</i>
<i>Jan</i>	<i>Leaf removal with street sweeper. Clean up storm damage. Trim trees for summer paving projects.</i>
<i>Feb</i>	<i>Clean up storm damage. Trim trees for summer paving projects.</i>
<i>Mar</i>	<i>Trim trees for summer paving projects</i>
<i>Apr</i>	<i>Participate in Arbor day and Earth Day events.</i>
<i>May</i>	<i>Plant replacement trees by May.</i>
<i>Jun</i>	<i>Begin Watering program for newly planted trees. Irrigation or water bags</i>
<i>Jul</i>	<i>Water newly planted trees.</i>
<i>Aug</i>	<i>Water newly planted trees. Monitor for stressed trees.</i>
<i>Sep</i>	<i>Water newly planted trees.</i>
<i>Oct</i>	<i>Leaf removal with street sweeper. Identify hazard trees, dead trees, pruning needs. Order replacement trees as needed.</i>
<i>Nov</i>	<i>Leaf removal with street sweeper. Plant replacement trees as needed. Inspect stormwater quality facilities. Clean up storm damaged trees as needed</i>
<i>Dec</i>	<i>Leaf removal with street sweeper. Clean up storm damage. Inspect stormwater quality facilities. Clean up storm damaged trees as needed</i>

* This table is expandable if completed as a Word document.

CITY OF OREGON CITY, OREGON

Annual Urban Forestry Plan - 2024

Oregon City Planning Division

Month	<i>City Tree-Related Activities (tree maintenance and tree promotion efforts)</i>
<i>Jan</i>	<i>Review of Tree Removal and Planting Plans (on-going / all year) Street Tree permitting (on-going / all year) City Tree Removal Public Notices (on-going / all year)</i>
<i>Feb</i>	<i>Work with Parks and Tourism Staff to Prepare for Arbor Day Work with Friends of Trees to Prepare for Neighborhood Plantings Identify eligible Heritage Trees</i>
<i>Mar</i>	<i>Assist with Publicity and Arbor Day material and presentation. Advertise on Updated Website</i>
<i>Apr</i>	<i>Participate in Arbor Day and Earth Day events Friends of Trees Neighborhood Planting Event</i>
<i>May</i>	<i>Last Day to Plant Street Trees until Winter Encourage Watering of Street Trees</i>
<i>Jun</i>	<i>Outreach Information for Summer Tree Care</i>
<i>Jul</i>	<i>Outreach Information for Summer Tree Care</i>
<i>Aug</i>	<i>Outreach Information for Summer Tree Care Prepare for Fall Planting Program and Pruning Workshop with Friends of Trees (Firm dates To Be Determined)</i>
<i>Sep</i>	<i>Ongoing activities (See January) Start compiling data for TCUSA application</i>
<i>Oct</i>	<i>Possible Pruning Workshop with Friends of Trees Program</i>
<i>Nov</i>	<i>Support and Participate in Friends of Trees Fall Neighborhood Tree Planting</i>
<i>Dec</i>	<i>Arbor Day Prep. Meeting Complete TCUSA application</i>



2023-2025 Commission Goals and Strategies

Job Category

December 2023 UPDATE

Department Contact:	Aquilla Hurd-Ravich	Date:	December 6, 2023
Percentage Complete:	25%	Target Completion:	June 30, 2025

**Goal 7 Protect and preserve our environmental and natural resources for a healthy, sustainable community;
7.1 Focus efforts on preserving and protecting the City's Tree Canopy**

IMPORTANT OR RELEVANT DATES/MILESTONES: (LOOKING AHEAD AT THE NEXT 3 MONTHS)

- Friends of Trees (FOT) is proposing to conduct community planting events between the months of October 2023 and April 2024. The first planting event is December 2, 2023. The next event will be on April 6, 2024.
- The focus of FOT work over the next two years is to increase canopy coverage in the right-of-way and private yards

STATUS: (WHAT HAS BEEN DONE/IS BEING DONE)

The City's contract with Friends of Trees helps to preserve and protect the City's tree canopy by offering education and volunteer events.

- A pruning workshop is tentatively scheduled for October 14, 2023
- Also tentatively scheduled is a Friends of Trees volunteer planting event on November 4, 2023.

October 11, 2023:

- The Natural Resource Committee will discuss the initiation of a program to identify Ash Trees in City right-of-way or on City owned property. The purpose of this inventory is to devise a strategy in case the pest Emerald Ash Borer lands in Oregon City and begins to kill City trees.
- Staff has begun researching and collecting data to help facilitate this volunteer effort and will present the information to the NRC at their October meeting.
- The Natural Resource Committee identified several activities in their work plan that support a healthy tree canopy:
 - *Support and promote volunteer participation for a public tree inventory for city properties, parks, street trees, school properties and other public lands.*
 - *Communicate with Neighborhood Associations, Citizen Involvement Commission and the Business Community. NRC members will promote programs such as the heritage tree program, arbor day, etc. through presentations to other groups and boards.*
 - *Community Development staff will continue to support the NRC and their efforts as a means to achieve the Commission's goal.*

Oregon City Natural Resources Committee 2023-2025 Work Plan

NRC Responsibility #1:

Promote Community Involvement in Natural Resources Conservation

1. Support a public tree inventory with volunteer participation for city properties, parks, street trees, school properties and other public lands.
2. Communicate regularly with Neighborhood Associations, Citizen Involvement Committee and the business community to promote programs such as the heritage tree program and arbor day.
3. Improve awareness through the city website, brochures, QR code signage, and social media for awareness and interpretation of local natural and geological features, trails, stormwater facilities, watersheds and sites. Coordinate with city efforts to enhance tourism. This would emphasize local knowledge and provide interpretative signs for people to learn about things like birding, swift migrations, heritage trees, etc. We can use laminated signs that lead to the Oregon City website. Give people an easy way to learn.
4. Continue to strengthen and encourage participation in the Heritage Tree Program through brochures, Informational signs for trees, \$\$\$ for incentives, site visits, further outreach and social media.
5. Work with property owners to voluntarily seek heritage tree designation within the Thimble Creek Concept Plan area.
6. Support city partnerships with Home Owner Associations (HOAs), Metro and Greater Oregon City Watershed Council, Oregon City Parks Foundation and other groups for habitat improvement projects within the Urban Growth Boundary.
7. Support partnerships with Oregon Heritage Tree Council and Oregon Community Trees.

NRC Responsibility #2:

Initiate recommendations and review updates to the City's comprehensive plan, codes and policy as they relate to statewide Planning Goals that are integral to our mission.

1. Provide input to the City Commission on amendments to the City's tree protection and removal codes.
2. Support a coordinated strategy for invasive species management, such as encouraging City participation in the Clackamas County Integrated Pest Management (IPM) program. Look at the City of Eugene Integrated Pest Management (IPM) program model as an example of a way to integrate IPM into city operations.
3. Improve public outreach and information about invasive plants.
4. Amend city resolution nuisance and native plant lists to reference regionally accepted and regularly updated plant lists from Clackamas Soil and Water District, Metro, Portland, and Willamette Native Plant List.
5. With the Public Works department, explore feasibility of offering reduced stormwater rates in return for planting trees in the right-of-way to intercept rainfall, reduce run-off and improve stormwater quality.
6. Support the City's application to and participation in the Bee City USA program through the Xerces Society for Invertebrate Conservation.

7. Promote public awareness of ways to promote and preserve invertebrate habitat through educational events such as booths at a Spring Resource Fair, the city website, Trail News, the city Facebook page and other social media.
8. Promote public awareness of the dangers of pesticide use, and cost savings associated with reduced pesticide application and reduced landscape maintenance.

NRC Responsibility #3:

Receive Notice and Comment on Land Use Applications and Projects within City Limits and the Urban Growth Boundary

1. Review and comment on Type III applications to vary from the adopted standards of the Natural Resources Overlay District, Flood Management Overlay District, and the Willamette River Greenway Overlay District.

NRC Responsibility #4: Conduct Orderly Meetings that result in Good Communications

1. Maintain and Update a list of Natural Resources Committee priorities and activities to share with Planning Commission and City Commission.

NRC Responsibility #5:

Coordinate with the Parks and Recreation Advisory Committee (PRAC) and Planning and City Commissions on at least an annual basis that results in good communication and mutually beneficial results.

1. Strengthen coordination with PRAC and parks staff through regular interaction and attendance at PRAC meetings.
2. Support funding initiatives and grant applications for parks and open space.
3. Invite Parks staff to attend NRC meetings.

RESOLUTION NO. 15-34

A RESOLUTION ADOPTING REVISED BYLAWS FOR THE NATURAL RESOURCES COMMITTEE

WHEREAS, the Natural Resources Committee (NRC) was established by Ordinance No. 02-1013 and went into effect on September 20, 2002; and

WHEREAS, the Natural Resources Committee (NRC) bylaws were approved as Exhibit A to Resolution No. 04-29 on August 18, 2004; and

WHEREAS, the City Commission and the Natural Resources Committee desire to revise the bylaws to better reflect the Natural Resources Committee responsibilities in accordance with the City Commission Goals and Priorities; and

WHEREAS, the Natural Resources Committee has drafted procedures for a fair, efficient, and agreeable committee process.

NOW, THEREFORE, OREGON CITY RESOLVES AS FOLLOWS:

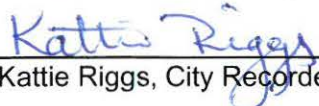
1. The City Commission hereby adopts Exhibit "A," the revised bylaws for the Natural Resources Committee.

Approved and adopted at a regular meeting of the City Commission held on the 18th day of November 2015.



Dan Holladay, Mayor

Attested to this 18th day of November, 2015:



Kattie Riggs, City Recorder

Approved as to legal sufficiency:



City Attorney

Oregon City Natural Resources Committee Proposed Revisions to Bylaws

EXHIBIT A TO RESOLUTION NO. 15-34

Article I: Name

This committee shall be known as the Natural Resources Committee (NRC).

Article II: Authority

The Natural Resources Committee is established by Ordinance by the City Commission of Oregon City. Oregon City Municipal Code Chapter 2.56 outlines the duties and responsibilities of the NRC.

Article III: Mission Statement / Preamble

In concert with the City, the committee shall advise, evaluate, and advance an agenda that empowers citizen, business and governmental stakeholders to become natural resource stewards who achieve a beneficial balance among people and natural systems now and in the future.

Article IV: Responsibilities

1. Promote community involvement in conservation of natural resources within the City and its Urban Growth Boundary (UGB) in partnership with the City, neighborhood associations, and community organizations.
2. Initiate recommendations and review updates to the City's comprehensive plan, codes and policy as they relate to statewide Planning Goals that are integral to our mission.
3. Receive notice of and comment on land use applications and City activities that have the potential to impact natural resources in the City and its Urban Growth Boundary.
4. Conduct orderly meetings that result in good communication to city staff, policy makers, city departments and community to achieve our mission.
5. Coordinate with the Parks and Recreation Advisory Committee (PRAC) and Planning and City Commissions on at least an annual basis that results in good communication and mutually beneficial results.

Article V: Officers and Staffing

Officers: The Officers shall consist of a Chair, a Vice-Chair and a Secretary, who shall be selected by the membership and serve at the pleasure of the membership for one-year terms. Nominations and elections of new officers shall be taken from the floor at the Committee's first meeting of each calendar year. Officers may be re-elected. In the event that an Officer is unable to complete the specified term, a special election shall be held for the completion of the term.

1. **Chair:** The Chair shall have general supervisory and directional powers over the Committee. The Chair shall preside at Committee meetings and develop agendas with the staff liaison. The Chair shall be the designated spokesperson for the Committee unless this responsibility is delegated to another party. The Chair shall be an ex-officio member of all subcommittees.
2. **Vice-Chair:** In the absence of the Chair, the Vice-Chair shall have general supervisory and directional powers over the Committee, preside at Committee meetings, develop Committee agendas with the staff liaison, and generally conduct all business delegated to the Chair.
3. **Secretary:** The Secretary shall review transcribed minutes for each of the regular meetings and worksessions. The Secretary shall provide staff with the signed minutes for staff's retention of the public record. Additionally, the Secretary shall provide staff with an electronic version of the minutes for posting on the City's web site.

Staff: The City of Oregon City will provide staff support to the Committee for meeting notification, word processing, copying and information gathering to the extent the City budget permits.

Article VI: Organizational Procedures

1. All meetings will be conducted in accordance with the latest revised edition of Robert's Rules of Order.
2. A majority of the Committee members must be present either in person, via telephone, or internet at a meeting in order to form a quorum and act on motions, or otherwise take a position on issues. Meetings can be held without a quorum, but issues can only be discussed, not acted upon, and no motions can be made or acted upon. All members should make every effort to be physically present at the meetings.
3. Committee discussion will occur ahead of any vote following Roberts Rules of Order. The main function of the chair in this process is to serve the group by managing the process of building consensus. During this process, the Chair's job

is to articulate the themes of agreement as well as address differences and conflicts.

4. When a vote is called for and a quorum is present, a majority affirmative vote of those present at the meeting is required, except that a two-thirds majority vote is required for changes or amendments to the Bylaws, as outlined in item 7.
5. Minutes will be approved by majority vote of the members present at a scheduled meeting where a quorum is present.
6. Before the end of each calendar year, the committee will review and assess outcomes and activities during the year. At that time, the committee will prioritize their goals and responsibilities for the following year. These goals and responsibilities will be submitted to the Oregon City Commissioners and the Oregon City Parks and Recreation Committee for their consideration and use during annual planning retreats.
7. The following process shall be followed in order to make changes or amendments to the Committee Bylaws. Changes or amendments will be proposed and discussed at a scheduled NRC meeting. Voting will take place at the next scheduled NRC meeting. A two-thirds vote of an NRC quorum present at the meeting is necessary for approval of the proposed changes or amendments. The proposed changes or amendments will be forwarded to the City Commission for approval.

Article VII: Subcommittees

NRC subcommittees will be established as needed. The purpose of the subcommittees is to delegate work to several members on the NRC, who will be responsible for special projects and concerns as related to natural resources. Subcommittees may also involve non-NRC members, where appropriate. The subcommittees shall report to the NRC for direction. Subcommittees will be Standing Subcommittees or Ad Hoc Subcommittees, as appropriate.

When other Standing Subcommittees are formed, subcommittee names and scope of activities shall be determined by a majority vote of NRC members present at a scheduled meeting where a quorum is present and shall be reported in the appropriate meeting Minutes.

Ad Hoc Subcommittees can be established by consensus of the members present at a scheduled meeting.

Article VIII: Code of Conduct

It is the intent of the NRC to be a committee in good standing with the community. As such, the members of the NRC shall:

1. Work for the common good of the City within the City Commission framework.
2. Give respect and dignity to all committee members, staff, and citizens, regardless of personal opinion or bias.
3. Learn from the past and focus on the present and future in making wise decisions.
4. Take no action on the Committee's behalf without following proper procedures. Appropriate actions shall comply with the City's Comprehensive Plan and implementing ordinances, the City Code, and with the NRC Bylaws.
5. Any NRC member who feels that there is a potential conflict of interest between his/her professional or personal activities and the issue under discussion will recuse herself/himself from any vote that may be taken on the issue.
6. An NRC member in good standing shall attempt to attend all meetings either in person, or via telephone or internet. If unable to attend, the member shall notify the chair, and the city staff liaison. If a member fails to notify the chair or city staff liaison prior to missing a meeting, or if a member misses two consecutive meetings, or three meetings in a calendar year, the chair will contact the committee member. The remainder of the committee will then consider a recommendation concerning continued membership.

Appendix A: Tree Subcommittee Scope of Activities

1. Study, investigate, develop, and submit a written tree plan for the care, preservation, pruning, planting, replanting, removal, or disposition of trees in parks, and in public areas, which includes the public right-of-way. The tree plan will be reviewed by the NRC prior to submittal to the City Commission for approval.
2. Review and recommend regulations for tree pruning and maintenance by utility companies operating in Oregon City.
3. Review the City's adopted street tree list on a regular basis and recommend changes as necessary.
4. Promote the planting, proper maintenance, and conservation of trees throughout Oregon City.
5. Develop standards for identifying and designating heritage trees on public and private land within Oregon City.

- a. The Tree Subcommittee shall prepare a list of criteria to be used for determining when a tree qualifies for designation as a heritage tree. Criteria may include age, size, species, notability, or historical association.
 - b. The Tree Subcommittee shall review a heritage tree nomination by a citizen or the subcommittee itself.
 - c. The Tree Subcommittee shall make a recommendation on heritage tree designation.
 - d. The Tree Subcommittee shall plan for appropriately-placed plaques for designated heritage trees, and shall make recommendations for tree maintenance.
 - e. A list of heritage trees shall be available at City Hall for inspection by the public upon request.
6. Develop an Oregon City Tree Ordinance.
7. The City of Oregon City may accept gifts, which are specifically designated for the purpose of planting or maintaining trees within the city. A separate fund shall be established and maintained for revenues and expenditures created by activities specified here. The Tree Subcommittee, working through the NRC, shall have authority to seek grants and alternative funding for tree projects (e.g., Tree City USA designation).