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# CITY OF OREGON CITY NATURAL RESOURCES COMMITTEE AGENDA

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Community Room, Community Development Building,  
695 Warner Parrott Rd, Oregon City, OR  
Wednesday, December 10, 2025 at 6:30 PM

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Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
- Attend the livestream of the meeting on the City's YouTube Channel:

<https://www.youtube.com/user/CityofOregonCity>

- Register to provide electronic testimony (email [ocplanning@orc.org](mailto:ocplanning@orc.org) by 3:00 PM on the day of the meeting to register)
  - Email [ocplanning@orc.org](mailto:ocplanning@orc.org) (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)
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## 1. NRC INTERVIEWS

- a. NRC Applicant Interviews

## 2. CONVENE REGULAR MEETING AND ROLL CALL

## 3. APPROVAL OF MINUTES

- a. Approval of NRC Minutes

## 4. DISCUSSION ITEMS

## 5. COMMUNICATIONS

- a. Communications

## 6. ADJOURNMENT

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## PUBLIC COMMENT GUIDELINES

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Complete a Comment Card prior to the meeting and submit it to the clerk. When the Chair calls your name, proceed to the speaker table, and state your name and city of residence. Each speaker is given 3 minutes to speak. As a general practice, the committee does not engage in discussion with those making comments. Complaints shall be addressed at the department level prior to addressing the committee.

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## ADA NOTICE

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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](#) 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

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

### Staff Report

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**To:** Natural Resources Committee

**Agenda Date:** December 10, 2025

**From:**

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**SUBJECT:**

NRC Applicant Interviews

**STAFF RECOMMENDATION:**

Applicant Emma Lugo will be interviewed at 6:30 in person. Applicant Rachael Pandzik will be interviewed at 7 pm via Zoom.

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

**NEXT STEPS:**

**OPTIONS:**

# Emma Lugo

Oregon City, OR | Generated 12/3/2025 @ 12:53 pm by OnBoardGOV - Powered by ClerkBase

## Status

**Name** Emma Lugo  
**Application Date** 12/3/2025  
**Expiration Date** 12/3/2026  
**Status** Received

Board (Rank)	Vacancies	Status
Transportation Advisory Committee (0)	1	<span>Pending</span>
Natural Resources Committee (1)	0	<span>Pending</span>
Parks and Recreation Advisory Committee (2)	3	<span>Pending</span>

## Basic Information

**Name**  
Emma Lugo

## Contact Information

**Address**  
[REDACTED]  
[REDACTED]  
**Yes, I am a resident**  
No  
**Email**  
[REDACTED]  
**Phone**  
[REDACTED]

## Occupation

**Employer**  
Self Employed  
**Job Title**  
Gardener

### How long have you lived in Oregon City?

15

### Describe relevant work experience that may relate to the board or committee you are applying for.

I have served as the president of the board of two non profit organizations in Portland recently, Kboo community radio and congregation Shir Tikvah. I also recently served 5 years on the Oregon city arts commission so I have had experience serving on an Oregon city commission. I have also served on the board of Willamette Falls community TV. I also served on the budget advisory committee for Oregon city during the pandemic.

### Please list out any High School, Secondary Education, Trainings, and Colleges, along with years completed. Also list degrees and certifications.

I had seven years of post secondary education with my training as as fine artist. Attended macalester college and the university of Minnesota

### Describe volunteer activity within this or other communities

Oregon city arts commission, Willamette falls tv, Kboo community radio, congregation shir tikvah

### Do you presently serve on a City board or committee?

No

### Explain your interest in this board/committee and why you think its issues are important

I am currently on the pedestrian bicycle advisory committee for clackamas county. I had been a member of the Green Party for 25 years and concerned about natural resources. On the arts commission we had a lot of engagement with parks and rec.

### List any relevant experiences, skills, or interests that have helped to prepare you for a position on this board or committee

Leadership in non profit, arts and political organizations

### In which neighborhood of Oregon City do you live?

McLaughlin

**I certify that the information I am submitting is true. If residency is a requirement of holding this position, I certify that I am an Oregon City resident and will comply with requests for additional proof of residency if requested. I consent to allow the information contained in this application to be released to the general public upon request, including my email address and phone number.**

Yes

Generated 12/3/2025 @ 12:53 pm

# Rachael H Pandzik

Oregon City, OR | Generated 10/29/2025 @ 6:40 pm by OnBoardGOV - Powered by ClerkBase

## Status

**Name** Rachael H Pandzik  
**Application Date** 10/29/2025  
**Expiration Date** 10/29/2026  
**Status** Received

Board (Rank)	Vacancies	Status
Library Board (0)	0	<span>Pending</span>
Planning Commission (1)	0	<span>Pending</span>
Natural Resources Committee (2)	0	<span>Pending</span>
Urban Renewal Commission (3)	0	<span>Pending</span>

## Basic Information

**Name**  
Rachael H Pandzik

## Contact Information

**Address**  
[REDACTED]  
[REDACTED]  
**Yes, I am a resident**  
Yes  
**Email**  
[REDACTED]  
**Phone**  
[REDACTED]  
**Cell Phone**  
[REDACTED]

## Occupation

**Employer**  
University of Western States  
**Job Title**  
Associate Vice President for Institutional Effectiveness

## How long have you lived in Oregon City?

Since 2020

## Describe relevant work experience that may relate to the board or committee you are applying for.

I bring extensive experience in strategic planning, budgeting, and policy development, with a strong background in compliance, data analysis, and resource allocation. I've led cross-functional teams and managed complex projects that balance innovation, accountability, and community impact. My undergraduate coursework included urban and resource planning with a systems focus, which continues to shape how I approach sustainable and data-informed decision-making. I'm also deeply committed to community access, sustainability, and lifelong learning.

## Please list out any High School, Secondary Education, Trainings, and Colleges, along with years completed. Also list degrees and certifications.

• Doctor of Chiropractic (DC) - University of Western States, 2009 • Master of Science (MS), Higher Education Administration - Southern New Hampshire University, 2019 • Bachelor of Science (BS), Integrated Science and Technology - James Madison University, 2020 • Included coursework in urban and resource planning with a systems and environmental focus • Six Sigma Lean Black Belt Professional - Management and Strategy Institute

## Describe volunteer activity within this or other communities

My volunteering has been limited to date. I have participated in one Ivy club event.

## Do you presently serve on a City board or committee?

No

## Explain your interest in this board/committee and why you think its issues are important

I'm especially interested in serving on the Library Board, as I'm a frequent library user who values how these spaces connect and strengthen a community. I'm keenly aware of how technology is reshaping how libraries allocate resources, and I believe it's vital to maintain access to materials in multiple formats—digital, audio, and print—to meet the diverse needs of all residents. More broadly, I'm drawn to civic planning and governance because they offer opportunities for community voices to be heard and reflected in the decisions that shape our shared future. Whether in budgeting, urban renewal, or natural resource management, thoughtful planning helps ensure that every decision supports the long-term well-being of the community. I'd be honored to contribute my planning, budgeting, and policy experience to this important work.

## List any relevant experiences, skills, or interests that have helped to prepare you for a position on this board or committee

I'm especially drawn to the Library Board because I deeply value how libraries connect communities through access to information and learning. As technology reshapes how resources are shared, I believe it's vital to maintain balanced access to digital, audio, and print materials that meet the needs of all residents. My professional experience in accreditation, compliance, and strategic planning has given me the skills to navigate complex policy issues, interpret data, and make informed, collaborative decisions. I currently serve on the board for the Council on Chiropractic Education, where I've learned the importance of preparation, active participation, and open dialogue to move work forward effectively. Within my university, I also design surveys and lead focus groups to gather stakeholder feedback and use those insights for planning and resource decisions. If there isn't an opportunity to serve on the Library Board, I would welcome the chance to contribute these same skills to another board focused on planning, renewal, or natural resources.

## In which neighborhood of Oregon City do you live?

Hillendale

**I certify that the information I am submitting is true. If residency is a requirement of holding this position, I certify that I am an Oregon City resident and will comply with requests for additional proof of residency if requested. I consent to allow the information contained in this application to be released to the general public upon request, including my email address and phone number.**

Yes

Generated 10/29/2025 @ 6:40 pm

# Rachael Pandzik, DC, MS

## SUMMARY

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Strategic higher education leader with extensive experience in institutional accreditation, regulatory compliance, and mission-driven planning. Proven track record guiding institutions through complex accreditation cycles, policy development, and data-informed decision-making. Adept at leading cross-functional teams, facilitating continuous improvement, and aligning academic and operational efforts with evolving standards and institutional goals. Known for cultivating collaborative relationships with internal and external stakeholders, navigating regulatory landscapes, and advancing institutional effectiveness through thoughtful strategy, evidence, and integrity.

Accreditation & Regulatory Compliance • Assessment Design & Learning Outcomes • Qualitative & Quantitative Analysis • Strategic & Operational Planning • Program Development & Evaluation • Budgeting & Financial Modeling • Institutional Research & Data Systems • Environmental Scanning & Risk Analysis • Change Management & Policy Development • Team Leadership & Cross-Functional Collaboration • Continuous Improvement & Institutional Effectiveness

## PROFESSIONAL EXPERIENCE

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### UNIVERSITY OF WESTERN STATES – PORTLAND, OREGON

#### Associate Vice President, Institutional Effectiveness (2018 – Present)

##### **Accreditation, Compliance & Policy Initiatives**

- Ensure institutional compliance with regional accreditation standards (NWCCU), federal regulations (including USDE reporting requirements), and state authorization requirements such as NC-SARA; prepare narrative reports, supporting documentation, and data visualizations for accreditation submissions and regulatory bodies.
- Coordinate comprehensive self-study processes and institutional site visits, managing logistics, evidence collection, stakeholder engagement, and evaluation of institutional effectiveness in alignment with NWCCU and programmatic accreditation standards.
- Lead institution-wide initiatives to build and foster a culture of compliance and continuous improvement, applying change management strategies to promote faculty and staff engagement in accreditation, policy development, and regulatory alignment.
- Provide training and consultation to academic and administrative leaders on accreditation expectations, regulatory updates, and the use of evidence-based practices to support student success and institutional mission fulfillment.
- Chair the university's policy committee, facilitating cross-functional collaboration to review, revise, and implement policies that advance compliance, accreditation readiness, and institutional agility in response to evolving standards.
- Oversee IPEDS data collection process, ensuring institutional compliance with USDE data reporting requirements; collaborate with institutional stakeholders to validate and apply data in accreditation, planning, and compliance contexts.

##### **Outcome Assessment & Institutional Research**

- Lead the design and execution of academic assessment strategies, including systematic collection, analysis, and reporting of student learning outcomes to evaluate institutional effectiveness and support accreditation standards.
- Develop and implement assessment instruments (e.g., rubrics, surveys) using platforms such as Canvas, Qualtrics, SurveyMonkey and Exxat to measure student performance, satisfaction, and progress toward learning outcomes; translate findings into actionable insights for continuous improvement.

# Rachael Pandzik, DC, MS

- Collect, disaggregate, and analyze student achievement data with a focus on equity and benchmarking; serve as chair of a cross-institutional data consortium with NWCCU health science institutions to establish shared performance indicators and comparative analytics.
- Produce enrollment and retention trend analyses to inform academic planning, program development, and institutional decision-making aligned with mission fulfillment.
- Utilize advanced Excel tools, including PowerQuery and PowerPivot, to build data models and dashboards; growing proficiency in Power BI and Tableau to support dynamic, visual reporting and evidence-based planning.

## **Strategic and Operational Planning**

- Conduct environmental scans and institutional research to evaluate external trends, internal performance, and emerging risks; use findings to inform strategic planning, policy development, and institutional accreditation readiness.
- Lead the development and implementation of strategic and operational plans that integrate change management strategies and align with accreditation standards, institutional mission, and evolving regulatory requirements.
- Oversee the university's annual appraisal and institutional effectiveness processes, producing reports on key performance indicators (KPIs), student outcomes, and mission fulfillment to support accreditation and continuous improvement.
- Develop financial models and scenario-based projections to support data-informed planning; assess the impact of academic and operational initiatives on enrollment, resource allocation, and long-term institutional sustainability.

## **Program Development & Department Review**

- Lead and facilitate the development of four graduate-level health science programs (master's and doctoral), applying structured change management and program planning processes to assess feasibility, align with accreditation standards, and engage institutional stakeholders throughout the development cycle.
- Coordinate comprehensive academic program and administrative reviews, leveraging student achievement data, institutional effectiveness metrics, and stakeholder input to identify opportunities for improvement, ensure compliance, and support mission-aligned decision-making.

## **Leadership**

- Oversee a team of 40+ staff, including three director-level reports and the university's standardized patient program, ensuring operational effectiveness, staff development, and alignment with institutional goals.
- Lead and participate in multidisciplinary teams—committees, workgroups, task forces, and special projects—collaborating across academic and administrative units to advance strategic priorities and institutional effectiveness.
- Identify and resolve organizational challenges through inclusive leadership and data-informed decision-making; foster a culture of accountability, transparency, and continuous improvement.
- Serve as a trusted advisor to senior leadership, providing guidance on policy, planning, and compliance matters; contribute to high-level institutional decision-making and represent the university in accreditation and regulatory contexts.

## **Acting Director, Information Services (2020 – 2021)**

- Directed the university's information services team, implementing streamlined workflows and performance tracking systems that enhanced operational efficiency and institutional responsiveness.
- Served as a liaison between IT services and institutional leadership, facilitating transparent communication, managing competing priorities, and aligning technology initiatives with strategic goals.

# Rachael Pandzik, DC, MS

- Designed and launched the institution's first IT master plan, integrating academic and administrative priorities to support long-range planning, evidence-based decision-making, and compliance with evolving technology and data security standards.

## Acting Chief Academic Officer (2018 – 2019)

- Oversaw daily operations of the Office of Academic Affairs, managing staff and institutional processes related to student appeals, grievances, and academic integrity to ensure policy compliance and fair resolution.
- Led the annual publication and review of the academic catalog, ensuring the accuracy and clarity of academic policies, curricular updates, and program information in alignment with institutional standards and regulatory requirements.
- Provided executive-level support to four academic deans, coordinating efforts across functional areas to enhance operational effectiveness, ensure continuity of academic leadership, and advance institutional priorities during a period of organizational transition.

## Executive Director, Academic Planning (2016 – 2018)

- Supported coordination of institutional appraisal, accreditation, assessment, and academic program review processes to ensure continuous improvement, compliance with accreditation standards, and alignment with institutional mission and goals.
- Contributed to institutional research and educational assessment activities, overseeing the standardized patient program and supporting data collection, analysis, and reporting to inform student learning and quality assurance efforts.
- Facilitated cross-functional strategic, academic, and operational planning initiatives, applying knowledge of accreditation regulations, state authorization requirements, and federal compliance standards to guide evidence-based decision-making.

## Director, Curriculum and Assessment (2015 – 2016)

- Designed and administered high-stakes assessments aligned with program learning outcomes; published annual reports to analyze student performance data and support data-informed curriculum and program improvements.
- Partnered with faculty and academic leadership to revise course-level learning outcomes and modernize assessment tools, transitioning to electronic platforms to enhance data accuracy, analysis, and accessibility for accreditation reporting.
- Directed the standardized patient program, managing 40+ employees and overseeing all operational logistics, including audio/visual technology, to support rigorous clinical assessment and simulation-based education.

## Coordinator, Clinical Assessment / Standardized Patient Program (2012 – 2015)

- Streamlined recruitment, hiring, and training processes for standardized patients, including development of a program handbook and performance coaching to support consistency, professionalism, and assessment validity.
- Designed and coordinated materials and logistics for high-stakes objective structured clinical examinations (OSCEs), ensuring smooth execution and alignment with assessment standards and accreditation expectations.

# Rachael Pandzik, DC, MS

## EARLIER CAREER

**Chiropractic Physician:** Delivered patient care, conducted comprehensive exams, and provided treatment modalities.

**Project Analyst - Independent Project Analysis:** Consulted for major companies, conductive risk analysis and benchmarking to inform capital projects.

## ACCREDITATION EXPERIENCE

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- Council on Chiropractic Education – Councilor (2023 – present)
- Council on Chiropractic Education – Site Team Academy Member (2020 – 2022)
- Council on Chiropractic Education – Appeals Panel Member (2017 – 2020)
- Northwest Commission on Colleges and Universities (NWCCU) – Evaluator/Chair (2017 – present)

## EDUCATION & TRAINING

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- DC, Doctor of Chiropractic – University of Western States
- MS, Higher Education Administration – Southern New Hampshire University
- BS, Integrated Science and Technology – James Madison University
- Six Sigma Lean Black Belt Professional – Management and Strategy Institute

## SERVICE

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- Council on Chiropractic Education
  - Chair, Competency-Based Education and Direct Assessment Policy Development Workgroup (2024 – 2025)
  - Member, Standards Review Task Force (2021 – 2023)
  - Member, Student Outcomes Workgroup (2021)
- Panel Member, NWCCU Annual Evaluator Training (2021)
- Reviewer, Association of Chiropractic Colleges Research Agenda Conference (2016 – 2022)
- Reviewer, Association of Standardized Patient Educators Annual Conference (2014 – 2015)

## AWARDS AND HONORS

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- NWCCU Beacon Award for Excellence in Student Achievement and Success (2023)
- NWCCU Commendation: Creation of a graduate-level benchmarking consortium and development of the Annual University Appraisal Report (Year 7 Evaluation of Institutional Effectiveness, 2023)

## PUBLICATIONS

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- Krupp S, Sandefur R, **Pandzik R**. Chiropractic academic education. In: Hawk C, editor. Praeger Careers in Chiropractic Health Care: Exploring a Growing Field. Santa Barbara, CA: Praeger; 2017:51-74.
- Krupp S, Sandefur R, **Pandzik R**. Chiropractic clinical education. In: Hawk C, editor. Careers in Chiropractic Health Care: Exploring a Growing Field. Santa Barbara, CA: Praeger; 2017:75-82.

## PROFESSIONAL DEVELOPMENT

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- Baldrige Performance Framework Annual Conference
- NWCCU Mission Fulfillment Fellowship Program
- Pacific Northwest Association for Institutional Research & Planning Annual Conference
- Society for College and University Planning Annual Conference
- Western Interstate Commission for Higher Education WCET Leadership Summit



# City of Oregon City

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

## Meeting Minutes - Draft Natural Resources Committee

Monday, January 11, 2023

6:30 PM

Commission Chambers

### 1. Convene Regular Meeting and Roll Call

*Chair Broshot called the meeting to order at 6:30 PM.*

**Present:** 3 - Chair Nancy Broshot, Committee Member Samantha Wolf, and Committee Member Emily Lisborg

**Absent:** 1 - Committee Member Brian Kvistler

**Staffers:** 2 – Planning Manager Pete Walter and Public Works Director John Lewis

### 2. Adoption of the Agenda

*The agenda was adopted as presented.*

### 3. Public Comment

*None*

### 4. New Business/Discussion Items

*Urban Forester/City Arborist Discussion – John Lewis, Public Works Director, spoke about the need for an Urban Forester, what the City of Eugene did, and the position duties. He would be making the request for this position in the next budget cycle. He suggested the NRC write a letter to the Budget Committee advocating for the position.*

*There was discussion regarding reaching out to the Parks and Recreation Advisory Committee for support as well, salary range for the position, and making sure the expectations for the position were feasible.*

*There was consensus to send a letter to the City Commission in March for their Commission Retreat and to mention the letter when the NRC presented their 2022 annual report.*

*Election of NRC Officers – Mr. Walter said Committee Members Weaver and Pliney’s terms had expired. Nancy Broshot was nominated as Chair, Samantha Wolf as Vice Chair, and Brian Kvistler as Secretary for 2023.*

## **5. Approval of Minutes**

**The Committee approved the May 9, June 13, August 8, September 12, and October 10, 2012; January 9, February 13, and November 13, 2013; December 9, 2015; January 13, 2016; April 12, 2017; and July 10 and September 11, 2019 meeting minutes.**

## **6. Communications**

*Mr. Walter reviewed the removal of an imminent hazard tree adjacent to 1506 Monroe Street. He explained the assessment of the tree, which had been high risk due to a 74-degree lean combined with compromised soil stability after heavy rain and the potential to strike several targets. He then shared pictures of the tree, which had already been removed.*

*The Committee appreciated that a professional assessment had been done and agreed it was sensible for the tree to be removed. They suggested using this form for any tree removal claiming a hazard motivation.*

*Mr. Walter gave an update on the flyer for the emerald ash borer, more public education in the e-newsletter about invasives, a recent heritage tree that had split and was removed, and how there was no emergency clause in the code to remove a covenant on a property for a tree that was damaged due to a natural event. Staff was not requiring mitigation for the tree.*

*The Committee agreed with staff’s direction. There was discussion regarding adding an emergency clause to the code and including maintenance requirements for heritage trees as well as setting aside funds to help with maintenance.*

## **7. Future Agenda Items**

*Future agenda items were discussed including the Committee’s Work Plan, reapplying for Tree City USA, and Arbor Day grants. There was discussion regarding Arbor Day events.*

*Committee Member Lisborg gave an update on the presentation by Xerxes to the CIC in March and environmental and wildlife event on March 11 at the Pioneer Community Center. Mr. Walter said the recommendation for pollinator plantings in street tree strips would be going to the City Commission next week and there was an upcoming pruning workshop at Chapin Park.*

## **8. Adjournment**

*Chair Broshot adjourned the meeting at 7:48 PM.*



# City of Oregon City

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

## Meeting Minutes - Draft Natural Resources Committee

Monday, February 8, 2023

6:00 PM

Commission Chambers

### 1. Convene Regular Meeting and Roll Call

*The meeting was called to order at 6:00 PM.*

**Present:** 3 - Committee Member Samantha Wolf, Committee Member Brian Kvistler, and Committee Member Emily Lisborg

**Absent:** 1 - Chair Nancy Broshot

**Staffers:** 1 – Planning Manager Pete Walter

### 2. Work Session: Update of the NRC Workplan for Biennium 2023-2025

*Pete Walter, Planning Manager, reviewed the current NRC Workplan and the Committee discussed which items to keep, remove, or modify. He first discussed the NRC's responsibilities and activities that went along with those responsibilities.*

*There was consensus to keep all of the current activities listed on the Workplan with the following additions: under the tree inventory, they would add a priority for an inventory of Ash trees due to the imminent threat of the ash borer, under support a process and media for naming and interpretation of local features, they would add educational signage for animals and plants and add putting in pollinator gardens in planter strips less than three feet where street trees were not required, a new activity was to add support efforts to attain Bee City USA status, for strengthen and encourage participation in the Heritage Tree Program, they would add dedication events or recognition of heritage trees at an Arbor Day event and fundraising options for Heritage Tree maintenance, a new activity to add was support for the Climate Action Plan adoption of a more comprehensive tree protection ordinance, the City-wide Water Resource and Wetland inventory activity would be changed to "fund an update to the 1999 water resource and wetland inventory," the activity of "support a local levy for parks" would be changed to "support local funding options for parks," and a new activity was to receive and consider public comments or requests for policy and code amendments.*

*There was discussion regarding stormwater credits for Heritage Trees, preserving*

*trees and the tree canopy and amending the tree code for private development to prioritize preservation of trees to the extent the law allowed, update from the Oregon City Watershed Council on the coho salmon habitat improvement project, the invasive/noxious species lists should refer to the County's list as it was constantly changing, newly annexed property in the NROD, and status on the parks levy.*

*Staff would consolidate the suggestions and bring this back to the next meeting for action.*

## **Regular Meeting**

### **3. Public Comment**

*None*

### **4. Adoption of the Agenda**

*The Stormwater Facilities Maintenance agenda item was postponed to the next meeting. The agenda was adopted as amended.*

### **5. New Business/Discussion Items**

*Heritage Tree Nomination for an Oregon White Oak adjacent to 506 S. High Street – Mr. Walter described the nomination and how it met the criteria.*

*It was noted the tree had been trimmed around the utility lines. Mr. Walter said since this was a street tree, they did not record covenants on public right-of-way trees.*

*There was consensus to recommend approval to the City Commission.*

*Stormwater Facilities Maintenance – This item was postponed.*

### **6. Approval of Minutes**

*None.*

### **7. Communications**

*Mr. Walter said the City Commission tabled the street tree code amendments so they could consider the pollinator gardens idea. They also suggested the NRC revisit the fee in lieu of planting for street trees to make sure the cost was high enough. One Commissioner did not support the covenant idea for designating street trees on private property due to the cost of recording the covenant. The Commission also wanted consistent references for certified arborists in the code and to clarify the priority was for replanting trees onsite before looking at other options.*

*There was discussion regarding using industry standards and proper definition for the different types of arborists and what a hazard tree was. There was also discussion regarding adding the Tree of Heaven to the invasive species list and if an informational flyer should be sent out.*

*These changes would be brought back to the next meeting.*

## **8. Future Agenda Items**

*Future agenda items were discussed including street tree code amendments, Workplan, minutes, City Forester/Arborist position, Arbor Day event planning, Peace Tree event, and having an NRC table at the Spring Resource Fair.*

## **9. Adjournment**

*The meeting was adjourned at 8:21 PM.*



# City of Oregon City

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

## Meeting Minutes - Draft Natural Resources Committee

Monday, November 9, 2022

6:00 PM

Commission Chambers

### 1. Convene Regular Meeting and Roll Call

*Chair Broshot called the meeting to order at 6:00 PM.*

**Present:** 5 - Chair Nancy Broshot, Committee Member Samantha Wolf, Committee Member Emily Lisborg, Committee Member Devon Pilney, and Committee Member Brian Kvistler

**Absent:** 1 - Committee Member Chris Weaver

**Staffers:** 3 – Planning Manager Pete Walter, Assistant Planner Jude Thaddaeus, and Public Works Director John Lewis

### 2. Adoption of the Agenda

*The agenda was adopted as presented.*

### 3. Presentation – Xerces Society

*Sharon Selvaggio and Laura Rost, Xerces Society, gave a presentation on the Bee City USA program. They introduced the Xerces Society and discussed plant reproduction, drivers of pollinator declines, Bee City USA and Bee Campus USA commitments and affiliates, enhancing bee habitat, direct benefits to affiliates, promo and outreach kits, greater benefits of being a Bee City, the City application process, forming a Bee City Committee, examples of projects, reducing pesticide use, outreach and education, public acknowledgement, annual report and renewal fee, free resources, and upcoming webinars. They explained how pollinators were essential for wildlife and connection with nature, Bee City commitments, what IPM was and how it reduced pest incidence, complaints, and pesticide use, and what was involved in a well-executed IPM program.*

*There was discussion regarding how long term costs were less for installing pollinator habitats than maintaining turf lawn, recommendation to use native pollinating plants rather than non-native plants, assistance with the Integrated Pest Management (IPM) document, and definition of pests.*

#### 4. Public Comment

*None*

#### 4. New Business/Discussion Items

*2022-23 Street Tree Minor Code Amendment – Jude Thaddaeus, Assistant Planner, gave a presentation on the amendments which would remove replanting requirements for planting strips three feet wide or less, remove fees-in-lieu of replanting for planting strips three feet wide or less, specify replacement tree caliper size requirements for diseased or hazardous trees removed from planting strips wider than three feet, and allow property owners with strips three feet wide or less to replant appropriate trees from the newly adopted Street Tree Species List. Replanting in front yards within 10 feet of the right-of-way with a dedication covenant would also remain available. The impacts were a streamlined tree permit process with eliminated replanting costs in these cases, reduced future risk of mobility hazards, and reduced future risk of infrastructure damage. He discussed the anticipated timeline, public comments, and project webpage on the City's website.*

*There was discussion regarding public misconceptions about the three foot planter strips and suitable replanting options, how replanting was not required but allowed, importance of watering the trees especially in the smaller planter strips, encouraging people if they didn't plant a tree to put in a pollinator garden, resources for finding native plants, and public comments on the webpage.*

#### 5. Communications

*Committee Member Wolf participated in the last Parks and Recreation Advisory Committee meeting and suggested support of a joint Arbor Day/Peace Tree Dedication event. She encouraged everyone to look at what Gladstone did for their Peace Tree.*

*Mr. Walter said they were going to form an organizational committee to plan the event. Committee Member Lisborg noted they already had a plaque for the Peace Tree.*

*Chair Broshot said regarding the heritage tree they had discussed at the last meeting, the house had been sold and the people who bought it did so because of the tree. She thought they would be favorable to preserving it. Mr. Walter said they were going to have the new owners fill out a new heritage tree application.*

*Committee Member Lisborg was working on scheduling a pollinator talk. Friends of Trees was doing a planting this Saturday at Rivercrest Park.*

*Mr. Walter said Mr. Lewis would return to the January meeting to discuss the City Arborist position. The December NRC meeting would be canceled. He suggested discussing the Work Plan at the January meeting as well. He noted staff had updated the City's website to include a page on the Emerald Ash Borer. The flyer on the borer would go in the utility bills in January/February 2023. The Committee looked at pictures and discussed how to identify Ash trees in winter.*

*There was discussion regarding presenting Bee City USA to other City committees and to include economic benefit of the program and specific sites for pollinator gardens and volunteers to maintain them in the presentation.*

*There was consensus for staff to draft a proposal for the Bee City USA representatives to make a presentation to the CIC.*

## **6. Future Agenda Items**

*Future agenda items were discussed above.*

## **7. Adjournment**

*Chair Broshot adjourned the meeting at 8:06 PM.*



# CITY OF OREGON CITY

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

## Staff Report

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**To:** Natural Resources Committee

**Agenda Date:** December 10, 2025

**From:**

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**SUBJECT:**

Communications

**STAFF RECOMMENDATION:**

Staff will provide communications and updates on Tree City USA, Bee City USA, canopy assessment funding, and other items. NRC members are encouraged to provide their own updates.

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

**NEXT STEPS:**

**OPTIONS:**