



# PARB

Milwaukie Park and Recreation Board, 10722 SE Main Street, Milwaukie, OR 97222

Chair: Lisa Gunion-Rinker

Vice Chair: Lisa Lashbrook

Members: Lynn Sharp, Erin Willett Holcomb, Ben Johnson, Linda Blue; Andrew Craig

Staff Liaisons: Mitch Nieman and Clare Fuchs

## **AGENDA**: March 22, 2016 | 7:30 - 9:00 a.m. | Milwaukie City Hall

1. Welcome & Introductions (Lisa GR) 7:30 a.m.
2. Review & Approve February 2016 Minutes (All) 7:35 a.m.
3. 501(c)3 Parks Foundation (Lisa) 7:40 a.m.
4. Tree City USA Status (Mitch) 8:00 a.m.
  - a. Tree Ordinance
  - b. Tree Board
  - c. Arbor Day Celebration
  - d. Per Capita Allocation
5. Council/PARB Goals Update (Lisa) 8:20 a.m.
6. Joint PARB/RTF Meeting Debrief (Lisa) 8:40 a.m.
7. NCPRD Update (Mitch/Tonia) 8:45 a.m.
8. Member News/Reports 8:55 a.m.
9. Adjourn 9:00 a.m.

**City of Milwaukie**  
**Milwaukie Park and Recreation Board (PARB)**  
**MEETING MINUTES**  
**City Hall Conference Room**  
**February 23, 2016**

**Members Present:** Lisa Gunion-Rinker (Chair), Lisa Lashbrook (Vice Chair), Erin Willett Holcomb (Secretary), Linda Blue, Ben Johnson, and Andrew Craig  
**Members Absent:** Lynn Sharp (Treasurer)  
**Staff/Visitors:** Mitch Nieman (City Staff Liaison), Tonia Burns (NCPRD Natural Resource Coordinator), Amy Aschenbrenner (City Staff)

1) Welcome and Introductions

**Chair Gunion-Rinker** called the meeting to order at 7:37 am.

2) Review & Approve February 2, 2016 Minutes

**Member Craig** moved to approve the minutes, **Secretary Willett Holcomb** seconded, and motion passed unanimously.

3) Tree City USA/Tree Ordinance/Tree Lists Update

**Mr. Nieman** reported the Tree Ordinance was presented to City Council, and would move onto the next Council agenda. The Council had no questions, and **Mr. Nieman** reported on the Planning Department's questions regarding Conditional Use conflicts. **Ms. Burns** understood there were two zoning areas in the park, and **Mr. Nieman** expanded upon the management of land related to Conditional Use. He would speak with the City Attorney related to these issues before the first public hearing. The group discussed protecting trees in parks.

**Mr. Nieman** reported the first public hearing was scheduled for March 15, 2016.

**Chair Gunion-Rinker** discussed downtown trees and noted the list that Treasurer Sharp had been working on included species that were currently present downtown. **Mr. Nieman** provided a brief history of how the tree lists came about, and clarified the concerns that had been voiced regarding the species on the downtown list. He noted the ordinance did not include a specific list, so the lists could be adaptive. Only the downtown tree list had caused concern from a downtown business owner.

The group discussed the downtown tree lists. **Member Blue** understood that if a new tree needed to be installed, they would use a tree off the new list. The group discussed the contents of the tree list. **Mr. Nieman** suggested the subcommittee annotate the list with explanations of why the trees were chosen. **Vice Chair Lisa Lashbrook** suggested waiting until March for Treasurer Sharp to be involved as well.

**Mr. Nieman** provided an overview of the possible neonicotinoids resolution by Council, and discussed it in relation to the street tree list. He noted Mayor Gamba discussed the possibility of not passing the tree list if the majority of trees come from nurseries in the Metro area that use neonicotinoids.

**Member Johnson** asked about the emergency clause in the Integrated Pest Management Plan. **Ms. Burns** provided an example that occurred in North Clackamas Park.

The group discussed neonicotinoids and how they affect the plants. **Member Craig** would call Jeff Stone with the Oregon Association of Nurseries and ask about the use of neonicotinoids.

#### 4) Arbor Day/Week Celebration

**Vice Chair Lisa Lashbrook** said she and Chair Gunion-Rinker worked on a blurb for the Pilot Newsletter. She provided an overview of the celebration, which would include the Earth Day cleanup, the Bike Pedestrian Bridge Opening, and the Arbor Day celebration. She noted that a native oak would be planted during the Arbor Day portion of the event. **Chair Gunion-Rinker** asked Ms. Burns if the planting could take place in Kronberg Park. **Ms. Burns** was concerned about the state of site and suggested Dogwood Park instead. The group discussed the pros and cons of planting the tree in Dogwood Park.

**Mr. Nieman** provided a more detailed overview of the Earth Day events.

**Vice Chair Lisa Lashbrook** suggested having the Arbor Day Celebration between the other two events; she had concerns about losing the audience if the Arbor Day event was at the end of the day.

The group discussed the details of the events, including the options of planting a tree in Kronberg versus Dogwood Park. The group suggested meeting at the site and figuring out which park would be best for the planting. **Ms. Burns** suggested signage to help illustrate when and where the events were located.

**Ms. Burns** discussed the possibility of celebrating the Spring Park Opening on the same day after the other events, but she wondered if that would be too much in one day. **Linda Blue** suggested announcing at the Earth Day event that the Spring Park Opening would take place on a following weekend.

**Mr. Nieman** discussed the possibility of providing plants or trees to volunteers to take home, and the group agreed it was a good idea. **Ms. Burns** said she could help with that, as well as the procurement of the tree to dedicate.

#### 5) Riverfront Park Flooding and Geese Update

**Mr. Nieman** explained the question from a Councilor about the Egg Depredation, and discussed the response from Geese Guys.

**Mr. Nieman** reported that the Department of State Lands (DSL) denied the City's request to work in the water. Therefore, the bridge would not be ready as previously hoped, as the temporary fix required water work. **Mr. Nieman** also reported that Clackamas County was the only county that did not get included in FEMA funding. If the DSL would continue to not allow work in the water, it would have to wait until June. He discussed the new plan for a temporary roadway to enter and exit the park at Washington Street, which involved demolishing the steep turn for access, and then building it back up later after the bridge was removed and replaced.

**Mr. Nieman** provided an overview of the Engineering priorities for Riverfront, including the bridge, the stabilization of the bank, and the dock issues.

**Mr. Nieman** noted the geese mitigation could continue to move forward and not just be focused on the beach/riverbank area. **Vice Chair Lisa Lashbrook** understood that the planting in that area was not off the table, but noted the confusion of what the direction should be. **Mr. Nieman** discussed options for PARB moving forward, noting that planting in the riverbank area may not happen until the fall.

**Mr. Nieman** discussed the four objectives identified at the Riverfront Task Force (RTF) meeting on February 22, 2016. He would report back to Council and ask for clear direction for RTF and PARB to work on. **Vice Chair Lisa Lashbrook** discussed the frustrations about the miscommunications between the groups. **Member Blue** reported RFT was open to meeting together, and discussed what the Mayor suggested.

**Member Johnson** wanted to see what Engineering wanted to do first. He also discussed the beach access and coordinating the effort with the multiple parties involved.

**Mr. Nieman** would send out a doodle poll to RTF and PARB and try to find a time to meet together. He noted PARB would likely have those joint meetings in lieu of regular meetings for a few months.

**Vice Chair Lisa Lashbrook, Ms. Burns, and Chair Gunion-Rinker** discussed the problems with miscommunications between the multiple groups involved.

**Mr. Nieman** discussed the possibility of PARB stating what was within their capability and what was not, specifically related to Riverfront Park.

**Chair Gunion-Rinker** discussed conflicting messages for what PARB was tasked with, and discussed PARB's role in relation to RTF.

**Mr. Nieman** discussed the success of Geese Guys and the possibility of Geese Guys being the best solution for the geese problem until something more solid was figured out.

**Chair Gunion-Rinker** noted the time and the fact that this was the second PARB meeting lost to Riverfront Park discussions, and noted the other agenda items that would not get covered.

6) 501(c)3 Parks Foundation

**Chair Gunion-Rinker** would send an email to PARB members about meeting next Wednesday evening to discuss the Parks Foundation.

7) NCPRD Update

Item moved to next meeting's agenda.

8) Council/PARB Goals Update

Item moved to next meeting's agenda.

9) Member News/Reports

Item moved to next meeting's agenda.

10) Adjournment – The meeting was adjourned at 9:07 am.

Prepared by: Amy Aschenbrenner, City staff



MILWAUKIE CITY COUNCIL  
**STAFF REPORT**

Agenda Item:  
Meeting Date: **August 4, 2015**

To: Mayor and City Council

Through: Mitch Nieman, Asst. to City Manager  
Bill Monahan, City Manager

Subject: **Parks and Recreation Board Annual Update**

Date: **July 28, 2015**

### **ACTION REQUESTED**

Receive and file annual update from the Milwaukie Parks and Recreation Board and provided insight and direction as needed.

### **BACKGROUND**

As part of its annual work plan, the Milwaukie Parks and Recreation Board (PARB) meets with Council each year to receive direction and insight and to convey progress made on tasks and strategies.

### **DISCUSSION**

PARB seeks direction, insight and concurrence on the following four major work items:

1. PARBs role in facilitating Council's goal: Complete neighborhood parks and develop a stronger strategy for maintenance of existing
  - PARB identified above goal as being two separate goals:
    - Complete neighborhood parks
      - **Action requested:** Council to prioritize what parks are to be completed and in which order
      - **Action requested:** NCPRD to provide a competitive assessment of all uncompleted parks to determine which are best positioned to receive grant funding
      - **Action requested:** NCPRD and Council to provide confirmation/forecast of a future ballot measure
    - Develop a stronger strategy for maintenance of existing
      - **Proposed strategy:** Creation of "Friends" groups to oversee site-specific and focused maintenance projects
        - Groups are 100% citizen-based and focus is limited to initiatives set by PARB
      - **Proposed strategy:** Adopt-a-Park Program
        - Engage NDAs, businesses, churches, and service organizations to facilitate ongoing maintenance

- **Proposed strategy:** Enhanced NCPRD/City communication
  - Professional staff to hold standing meetings to provide for increased accountability to PARB
- **Proposed strategy:** NCPRD maintenance analysis
  - PARB to work with NCPRD to analyze site specific maintenance programs to evaluate efficiency
- **Proposed strategy:** Enhanced community relations
  - Determine priorities of park users and correlate priorities with existing maintenance resources

## 2. PARB mission and vision statements

- Proposed Mission: Promote livability, sustainability, and use of shared parks, trails and open spaces throughout the City of Milwaukie
  - **Action requested:** Council to define “sustainability” in a broad context with respect to facilitating parks-based sustainability goals (micro) versus city-based sustainability goals (macro)
- Proposed Vision: Advise and make recommendations to City Council and NCPRD concerning shared parks, trails and open spaces throughout the City of Milwaukie in matters of use, livability and sustainability

## 3. Administration and oversight of Riverfront Park and Riverfront Park Task Force

- Riverfront Park
  - **Action requested:** Council to clarify PARBs role in providing technical oversight for daily operations and for modifications or improvements to existing and future phases of Riverfront Park
  - **Proposed strategy for short-term geese mitigation:** PARB recommends application of Flight Control Plus provided City and NCPRD public outreach strategies are accurate and forthright. Further, PARB recommends an RFP be issued for short-term hazing tactics
- Riverfront Park Task Force
  - **Action requested:** Council to clarify Riverfront Park Task Force’s role in providing technical oversight for daily operations and for modifications or improvements to existing and future phases of Riverfront Park
  - **Proposed strategy:** Council to make Riverfront Park Task Force a subcommittee of PARB

#### 4. Tree City USA/Heritage Tree Program

- PARB has been working diligently on updating the City's tree ordinance to enable the City to achieve "Tree City USA" designation.
  - **Action requested:** Council to review draft ordinance on August 27 and be ready to adopt ordinance on September 15

\*Other work items that are ongoing:

- Park Liaison Visits
- Sustainability Tour (September 19-20)

#### **FISCAL IMPACTS**

PARB receives no line item budget appropriation in the Biennium to administer above tasks and strategies in any of its work plans. All work is carried out through community volunteers and coordinated through a City staff liaison.

#### **WORK LOAD IMPACTS**

Liaising and preparation of materials and/or correspondence for Council consideration, and any required follow-up action

#### **ALTERNATIVES**

Possible alternatives depend on Council consideration of each issue identified above

#### **ATTACHMENTS**

None



## CITY OF MILWAUKIE

*"Dogwood City of the West"*

Ordinance No. 2116

### **AN ORDINANCE OF THE CITY OF MILWAUKIE, OREGON, AMENDING MILWAUKIE MUNICIPAL CODE CHAPTER 16.32 TREE CUTTING.**

**WHEREAS**, the City Council by Ordinance No. 1836 adopted Milwaukie Municipal Code (MMC) Chapter 16.32 regulating tree cutting in the public right-of-way on June 16, 1998; and

**WHEREAS**, the consensus of City Council and the Milwaukie Park and Recreation Board (PARB) discussion has been to develop a more comprehensive tree care ordinance to help the City achieve Tree City USA status.

**Now, Therefore, the City of Milwaukie does ordain as follows:**

Section 1. The Milwaukie Municipal Code Chapter 16.32 is amended to read:

#### **CHAPTER 16.32 TREE CUTTING**

##### **16.32.005 PURPOSE**

The purpose of this chapter is to encourage preservation of trees located on city-owned land and in the public right-of-way toward the larger goal of creating and maintaining Milwaukie's urban forest for the livability of its citizens. Trees on city-owned land and in the public right-of-way are a public resource that beautify the streetscape and provide ecosystem services such as reducing the urban heat island effect, reducing stormwater flows, and stabilizing soils. The City may allow the removal or pruning of trees in some situations including, but not limited to, removing hazards, avoiding damage to public and private property, and allowing for construction of right-of-way improvements. Preference should generally be given to authorizing the minimal amount of disturbance to the tree that is necessary to address the situation. The intent of this chapter is also to mitigate the authorized removal of trees within the public right-of-way and on city-owned land by replanting new trees in the public right-of-way and on city-owned land wherever practicable.

##### **16.32.010 DEFINITIONS**

The following definitions shall apply for terminology, used in this chapter:

"ANSI" The American National Standards Institute is a private non-profit organization that oversees the development of voluntary consensus standards for products, services, processes, systems, and personnel in the United States.

"Arbor Day/Week" means a day/week designated by the City to celebrate and



acknowledge the importance of trees in the urban environment, which can include a variety of public activities such as tree planting or tree maintenance.

“Crown” means area of the tree above the ground, including the trunk and branches, measured in mass or volume.

“City” means the City of Milwaukie.

“City Tree Board” means the City of Milwaukie Park and Recreation Board (Board) plus a certified arborist to be selected by the City Council, or a separate City Tree Board (including a certified arborist) appointed by the Mayor and approved by City Council.

“Council of Tree and Landscape Appraisers (CTLA)” – means the publishers of the Guide for Plant Appraisal.

“Cutting” means the felling or removal of a tree, or any procedure that naturally results in the death or substantial destruction of a tree. “Cutting” does not include normal trimming or pruning, but does include topping of trees.

“Dangerous tree” means the condition of the tree presents a foreseeable danger of inflicting damage that cannot be alleviated by treatment or pruning. A tree may be dangerous because it is likely to injure people or damage vehicles, structures, or development, such as sidewalks or utilities.

“Dead tree” means the tree is lifeless.

“Drip line” means the perimeter measured at the outermost crown.

“Dying tree” means the tree is diseased, infested by insects, deteriorating, or rotting, and cannot be saved by reasonable treatment or pruning, or must be removed to prevent the spread of infestation or disease to other trees.

“Engineering Director” means the Engineering Director of the City of Milwaukie or his or her designee.

“Hazardous tree” means the condition or location of the tree presents a clear public safety hazard or an imminent danger of property damage, and such hazard or danger cannot reasonably be alleviated by treatment or pruning.

“ISA” means the International Society of Arboriculture.

“Large trees” means trees that reach at least 65 feet in height at maturity.

“Major tree pruning” means removal of over 20% of the tree’s crown, or removal or injury of over 10% of the root system, during any 12-month period.

“Medium trees” means trees that at maturity are between 30 and 65 feet in height.

“Minor Tree Pruning” means trimming or removing less than 20% of any part of the branching structure of a tree in either the crown, trunk, or less than 10% of the root areas based on ANSI A300 and ANSI Z133 standards, within a 12-month period.

“Owner” means and includes, for the purposes of this chapter, any person with a freehold interest in land, or a lessee, agent, employee, or other person acting on behalf of the owner with the owner’s consent.

“Park Trees” are defined as trees, shrubs, bushes and other woody vegetation in named public parks or to which the public has free access as a park.

“Person” means any individual, firm, association, corporation, agency, or organization of any kind.

“Relative Value.” Relative value may be calculated using the methods described in the “Guide for Plant Appraisal” published by the CTLA. The values reflect the value to the public as a whole, rather than to the individual property owner. For example, a tree growing in full public view may have a high public value but be of low value to the property owner.

“Root zone” means the area of the ground around the base of the tree measured from the trunk to 5 feet beyond the outer base of the branching system.

“Small trees” are those that at maturity are less than 30 feet in height.

“Street tree” is defined as trees, shrubs, bushes and other woody vegetation on land lying within the City right-of-way on either side of all streets, avenues, or ways within the City and on all non-park properties owned or maintained by the City.

“Tree Removal” means the cutting or removing of 50% or more of the crown, trunk, or root system of a plant; the uprooting or severing of the main trunk of the tree; or any act which causes, or may reasonably be expected to cause, the tree to die, including without limitation damage inflicted upon the root system by machinery, storage materials, or soil compaction; substantially changing the natural grade above the root system or around the trunk; excessive pruning; or paving with concrete, asphalt, or other impervious materials in a manner which may result in the loss of aesthetic or physiological viability.

“Topping” means the severe cutting back of the main stem and/or limbs to buds, stubs, or laterals large enough to undermine the tree’s crown to such a degree as to remove the normal crown and disfigure the tree.

“Tree” means any living woody plant characterized by one main stem or trunk and many branches, or a multistemmed trunk system with a definitely formed crown at least 16 feet in height at maturity. (Ord. 1836 § 1 (part), 1998)

“Urban Forest” means the trees that exist within the City.

“Utility Tree” means a tree that is less than 20 feet in height at maturity and thus suitable for planting under overhead utility lines.

## **16.32.015 CREATION AND ESTABLISHMENT OF A CITY TREE BOARD**

### **A. Creation**

There is hereby created and established a City Tree Board (Tree Board) for the City of Milwaukie, Oregon, which shall consist of five members, at least four of which shall be residents of the City, and all five of which shall be appointed by the Mayor with approval of the City Council. The Tree Board may consist of the City of Milwaukie Parks and Recreation Board plus a certified arborist.

## **B. Term of Office**

The term of the five persons to be appointed by the Mayor shall be three years except that the term of two of the members appointed to the first board shall be for only one year and the term of two members of the first board shall be for two years. In the event that a vacancy shall occur during the term of any member, his successor shall be appointed for the unexpired portion of the term. Tree Board members shall be limited to three consecutive terms.

## **C. Compensation**

Members of the Tree Board shall serve without compensation.

## **D. Duties and Responsibilities**

It shall be the responsibility of the Tree Board to study, investigate, develop and/or update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas. Such plan will be presented annually to the City Council and upon their acceptance and approval shall constitute the official urban forestry management plan for the City of Milwaukie, Oregon. The Tree Board will provide leadership in planning the City's Arbor Day/Week proclamation and celebration.

The Tree Board, when requested by the City Council, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work. The Tree Board shall inform and coordinate with the North Clackamas Park and Recreation District (NCPRD) or the City of Milwaukie to ensure that the provisions of this ordinance are complied with during performance of maintenance activities.

## **E. Operation**

The Tree Board shall choose its own officers, make its own rules and regulations and keep a journal of its proceedings. A majority of the members shall be a quorum for the transaction of business.

## **16.32.017 TREE PLANTING**

### **A. Species**

Tree species to be planted on city-owned land or in public rights of way are those approved by the Engineering Department of the City for different types of planting in those specified locations.

### **B. Spacing**

The spacing of Street Trees will be in accordance with the permit issued by the Engineering Department and in accordance with Department standards and specifications. Spacing will be determined in the planting plan for each site as determined by the City's Public Works Standards. In addition, the Engineering Director may approve special plantings designed or approved by a landscape architect, or for ecological restoration projects where seedlings or whips are likely to

be planted at a much higher density to mimic natural conditions in forest regeneration.

**C. Distance from Curb and Sidewalk**

The City's Public Works Standards shall provide the distance from which small, medium, and large trees may be planted from curbs or curblines and sidewalks

**D. Distance from Street Corners and Fire Hydrants**

No Street Tree shall be planted closer than 35 feet from any street corner, measured from the point of nearest intersecting curbs or curblines. No Street Tree shall be planted closer than 10 feet from any fire hydrant.

**E. Utilities**

No Utility Trees other than those species listed in in the City's Public Works Standards may be planted under or within 10 lateral feet of any overhead utility wire, or over or within 5 lateral feet of any underground water line, sewer line, transmission line or other utility.

**F. Size**

Street trees must meet the size requirements set forth in the City's Public Works Standards for utility, small, medium, and large trees, based on the tree's size at maturity.

**16.32.018 PUBLIC TREE CARE**

The City shall have the right to plant, prune, maintain and remove trees, plants and shrubs within the property lines of all streets, alleys, avenues, lanes, squares and public grounds, as may be necessary to ensure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

The City Tree Board may remove or cause or order to be removed, any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines, or other public improvements, or is affected with any injurious fungus, insect or other pest. This Section does not prohibit the planting of Street Trees by property owners adjacent to the street or right-of-way, provided that the selection and location of said trees is in accordance with Section 16.32.017 of this ordinance.

**16.32.019 TREE TOPPING**

No person, firm, or City department shall top any Street Tree, Park Tree, or other tree on public property. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical, may be exempted from this ordinance at the determination of the City Tree Board.

### **16.32.020 PRUNING, CORNER CLEARANCE**

Pursuant to Milwaukie Municipal Code 12.12.010, every owner of any tree overhanging any street or right-of-way within the City shall prune the branches so that such branches shall not obstruct the right of way. Enforcement of this section shall be pursuant to MMC 12.12 and compliant with ISA Best Management Practices (BMPs).

### **16.32.021 DEAD OR DISEASED TREE REMOVAL ON PRIVATE PROPERTY**

Owner shall remove all dead, diseased or dangerous trees, or broken or decayed limbs which may pose a significant risk to the safety of the public. If owner fails to do so, City shall have the right to cause the removal of such trees. The City Tree Board or its agents will notify, in writing, the owners of such trees. Removal shall be done by said owners at their own expense within sixty days after the date of service of notice. After removal is complete, the property owners shall notify the City in writing. In the event of failure of owners to comply with such provisions, the City shall have the authority to remove such trees and charge the cost of removal to the owners pursuant to MMC 8.04. In cases where the owner demonstrates extreme financial hardship, the City Council may grant a cost waiver. Some dead trees which provide wildlife habitat and are not a hazard may be left uncut.

### **16.32.022 REMOVAL OF STUMPS**

All stumps of street and park trees shall be removed below the surface of the ground so that the top of the stump shall not project above the surface of the ground, except for circumstances where the stumps do not pose a hazard to the public and may be left to improve wildlife habitat structure.

### **16.32.023 INTERFERENCE WITH CITY TREE BOARD**

No person shall prevent, delay or interfere with the City Tree Board, or any of its agents, while engaging in and about the planting, cultivating, mulching, pruning, spraying, or removing of any Street Trees, Park Trees, or trees on private grounds, as authorized in this ordinance.

### **16.32.024 ARBORISTS LICENSE AND BOND**

All certified arborists operating in the City of Milwaukie shall be ISA-certified.

### **16.32.025 REVIEW BY CITY COUNCIL**

The City Council shall have the right to review the conduct, acts and decisions of the Tree Board. Any person may appeal from any ruling or order of the Tree Board to the City Council who may hear the matter and make a final decision.

## **16.32.026 PERMIT FOR MAJOR PRUNING OR REMOVAL OF STREET TREES OR TREES IN PUBLIC RIGHT-OF-WAY AND OTHER PUBLIC LAND**

### **A. Applicability**

1. No person shall conduct major pruning or removal of any tree in a public right-of-way or on city-owned land, without first receiving a permit issued by the City, except as provided in chapter 16.32.030. Minor tree pruning shall not require a permit.
2. For trees on City-owned land, this chapter shall be applied in conjunction with any applicable standards in Title 19 Zoning.

### **B. Review Process**

1. A permit application for major pruning or tree removal shall be submitted to the Engineering Department on a Right of Way Permit Application.
2. The Engineering Department shall post notice of the major pruning or removal permit application on the property in a location which is clearly visible to vehicles traveling on a public street and readable by pedestrians walking by the property.
3. The notice shall state that the tree removal permit is pending for trees on the property marked by an orange plastic tagging tape, shall include the date of posting, and shall state that any person may request a meeting with the Engineering Director within 14 days of the date of the posting. The purpose of the meeting is to provide an opportunity to raise questions or concerns about the major pruning or removal prior to issuance of the administrative decision on the permit. The Engineering Director shall consider all concerns raised at such a meeting, but shall have final decision making authority over the issuance of a permit, based on the Approval Standards in Subsection C below.
4. The Engineering Department shall mark each tree proposed to be removed by tying or attaching orange plastic tagging tape to the tree 4 to 6 feet above mean ground level at the base of the trunk.
5. On the date that the tree removal notice is posted on the property, the Engineering Department shall send a letter to the neighborhood district association for the area, to notify the association of the major pruning or removal request.
6. The applicant shall file an affidavit stating that the property has been posted, the trees have been marked, and notice has been mailed pursuant to Section 16.32.026 or subsection 16.32.026.B.
7. The major pruning or tree removal permit shall not be issued for 14 days from the date of filing of the affidavit to allow for the filing of a request for a meeting. The applicant shall maintain the posting and marking for the full 14 days. When a meeting with the Engineering Director is requested, the Engineering Director shall not issue the permit decision until the meeting can be held.

### **C. Approval Standards**

The Engineering Director shall issue a permit for major pruning or removal of trees in

a right-of-way or on city-owned land only if the following criteria are satisfied. The Engineering Director will consult a certified arborist where necessary to evaluate the criteria.

1. The proposed work will be done according to ISA best management practices, and qualified persons will perform the work.
2. One or more of the following criteria are satisfied:
  - a. It is determined that the tree is dead or dying and cannot be saved, according to current ISA standards.
  - b. The tree has become a nuisance by virtue of damage to personal property or improvements, either public or private, on the subject site or adjacent sites, and that extraordinary maintenance is required to prevent damage to such improvements or property.
  - c. The tree has lost its relative value as a street tree due to damage from natural or accidental causes, or for some other reason it can be established that it should be removed.
  - d. The tree has been determined to be unsafe to the occupants of the property, or adjacent property, or the general public.
  - e. Major pruning or removal is necessary to accommodate improvements in the right-of-way or on city-owned land, and it is not practicable to modify the proposed improvements to avoid major pruning or removal.

#### **D. Performance of Permitted Work**

All work performed on street trees pursuant to a permit issued by the Engineering Director under this section shall be done within a 60-day period from the issuance of said permit, or within a longer period as specified by the Engineering Director.

#### **E. Replanting**

The Engineering Director shall, wherever practicable, require tree replanting as a condition of approval for a major pruning or removal permit on city-owned land or in public rights of way. For major pruning or removal of trees in the public rights of way, replanted trees shall be planted within the right-of-way fronting the property for which the tree permit was issued. For major pruning or removal of trees on city-owned land, replanted trees shall be planted on city-owned land for which the tree permit was issued. The replanted tree shall be a species appropriate for the location where it is planted, as determined by the Engineering Director, in conjunction with the issued permit and in compliance with applicable ANSI standards and ISA best management practices. In addition to the tree maintenance requirements of Milwaukie Municipal Code Chapter 8.04.110, the abutting property owner shall be responsible for maintaining a replanted tree in a healthy condition for 3 years following replanting. (Ord. 2022 § 1, 2011; Ord. 1836 § 1 (part), 1998).

The optimal time of year for planting is the fall (September-November). If planting is necessary in other months, the Engineering Director may include conditions of the permit that require extra measures to ensure survival of newly planted trees.

**16.32.030 PERMIT EXEMPTIONS**

**A. Dangerous Tree**

If a tree is determined to be a dangerous tree, the Engineering Director may issue an emergency removal permit. The removal shall be in accordance with ANSI standards and ISA best management practices and be the minimum necessary to eliminate the imminent danger.

**B. Maintenance**

Regular maintenance or minor pruning which does not require removal of over 20% of the tree’s crown, tree topping, or disturbance of over 10% of the root system during any 12-month period.

**C. Non-City Owned Land**

Tree cutting anywhere except in a public right-of-way or on city-owned land.

**16.32.040 PENALTY**

Except where otherwise provided, any person, firm, or corporation violating any of the provisions of this chapter shall, upon conviction thereof, be punished by a fine not to exceed one thousand dollars (\$1,000.00).

Read the first time on 3/15/16, and moved to second reading by 4:0 vote of the City Council.

Read the second time and adopted by the City Council on 3/15/16.


Signed by the ~~Mayor~~ on 3/15/16.  
Council President

  
\_\_\_\_\_  
Lisa Batey, Council President

ATTEST:

APPROVED AS TO FORM:  
Jordan Ramis PC

  
\_\_\_\_\_  
Pat DuVal, City Recorder

  
\_\_\_\_\_  
City Attorney



## Nieman, Mitchell

---

**From:** Barth, Gary <GaryBar@co.clackamas.or.us>  
**Sent:** Thursday, March 17, 2016 8:39 AM  
**To:** Jason Tuck; Monahan, Bill  
**Cc:** Nieman, Mitchell; Krupp, Don; Newton, Nancy; Zentner, Laura; Storey, Chris; Dunham, Katie; Burns, Chris; Ho, Kandi; Cayson, Kevin  
**Subject:** FW: DAB Special Session - Availability Doodle Poll  
**Attachments:** DAB CIP Review 16-17 2016-03-07.pdf

**Importance:** High

Jason and Bill

You may have already received this from Michael and Wilda, your respective representatives on the DAB. Subject to a revision and update of the adopted NCPRD Capital Improvement Plan, projects recommended for the upcoming fiscal year 16/17 budget are chosen from that adopted CIP and proposed to the DAB based on the criteria outlined in the cover memo. There are 13 proposed projects; 4 are planning efforts and 9 are acquisition/development projects.

New neighborhood park acquisition and development in the high growth area of the District east of I205 are the easiest projects for the District to propose in our current state. That is because neighborhood parks in new neighborhoods can be funded 100% by SDC's generated by that new neighborhood development and the increased assessed value of those new neighborhoods provides the tax base to maintain those new neighborhood parks. Any other capital projects proposed require two elements; identifying non-SDC, non-tax base funding sources and determining if – once developed – is the District tax base sufficient to provide 100% support for that new park, trail or open space, or the subsidy level of support needed to augment new fee-based facilities. Those are some of the considerations that resulted in the proposed list of projects shown here.

For this budget cycle we are compressed for time and working from the currently adopted CIP. We will rely on the input from your DAB representatives at the upcoming meeting to provide input on these proposed projects.

In the coming months, the District would like to work with your two cities on revising the currently adopted CIP and associated SDC rates before proceeding with District Advisory Board review and input and final District Board approval. I envision a revised CIP that is comprised of “sub-areas” of the District with each sub-area having a capital financing plan unique to that sub-area; for example SDC's will be a stronger financing component in high growth areas, whereas perhaps CDBG funds may be available for mature but socio-economically depressed areas. We will also factor in grant funding which has contributed significantly to District capital asset development in the past. That being said, there will remain a large number of projects that will likely require a general obligation bond to construct. GO Bonds are used by most school, fire and park districts to fund their capital projects and undertake repair, replace, and refurbishment of existing assets, leaving their tax base to maintain and program those assets. During its 25 plus year existence, NCPRD has never issued a GO bond, even though the adopted SDC methodology presumes issuance of two \$25 million GO Bonds over the course of the current 23 year capital plan (2007-2023), in 2009 and 2017. Obviously, a revised CIP and SDC rate scheduled will need to incorporate a GO bond component, subject to District voter approval.

Once the District has adopted the new long-term CIP and financing approach, then I would propose that the District work with both cities and representatives from the unincorporated areas (structure TBD if the current DAB engagement is insufficient) on an annual basis much further in advance of the spring budget process to formulate CIP recommendations, allow ample time for collaboration and input into proposed projects.

I look forward to working with you, your council and the DAB to enhance and revise the District's capital improvement plan process with full transparency to create a plan that can be endorsed by the DAB and adopted by the District Board so District staff can execute that plan with confidence of support to meet the park and recreation needs of the cities and the overall District with the resources available to the District.

At this time, please provide any input you may have to your DAB representative prior to the upcoming DAB meeting. If you have any questions that I can help address please do not hesitate to contact me and I look forward to working with you in the coming weeks and months on a revised CIP.

Gary

---

**From:** Meurs, Lisa

**Sent:** Monday, March 14, 2016 2:18 PM

**To:** Bill Bersie <bersiet@centurylink.net>; David Noble <dnoble@rivermarkcu.org>; Lynn Fisher <f411586@gmail.com>; Michael Morrow <Michaelm@happyvalleyor.gov>; Robin Condie <robincondie@gmail.com>; Sharon Koester <Sharoninportland@gmail.com>; Susan McCarty <soccermom1507@comcast.net>; Suzanne Montalbano <suzmontalbano@gmail.com>; Wilda Parks <parksw@milwaukieoregon.gov>

**Cc:** Zentner, Laura <LZentner@co.clackamas.or.us>; Barth, Gary <GaryBar@co.clackamas.or.us>

**Subject:** DAB Special Session - Availability Doodle Poll

**Importance:** High

Dear DAB Members,

We are trying to schedule a special session of the DAB to review and discuss the attached DRAFT CIP prepared by district staff.

It is important that we have your feedback and recommendations prior to the annual budget work session scheduled for April 13, 2016 during our extended April DAB meeting (4:00-7:00 p.m., dinner to be included).

Please complete the poll through the included link below as soon as possible so that we can schedule this discussion promptly.

<http://doodle.com/poll/5wk3ubgaf2vskb2w>

Thank you,

Lisa Meurs



**NORTH CLACKAMAS**  
PARKS & RECREATION DISTRICT

To: District Advisory Board  
From: Katie Dunham, CPRP, Senior Planner  
Date: March 7, 2016  
Re: 2016 - 2017 Capital Program Review

---

As part of the annual budget process, staff has developed a recommended list of capital projects for inclusion in the fiscal year (FY) 2016 - 2017 Capital Budget for District Advisory Board review and input. Individual Capital Improvement Project Forms for each project are attached. The recommended projects are those that are currently underway in our Fiscal Year 15/16 budget with planned completion in FY 16/17, as well as new projects based on multiple criteria such as; represent prior commitments, known partnership opportunities, possible grants, or where SDC funding is available and required matching funds if any are anticipated.

Criteria used for proposing projects in the FY 16/17 Capital Plan includes:

1. Is the project in the adopted District Capital Improvement Plan (CIP)?
2. Is repair, replacement or rehabilitation of a capital asset necessary due to safety concerns or to avoid a more expensive repair in the future?
3. Does the District have the operating and maintenance budget to maintain a new capital asset once built?
4. Is funding available or projected to be available?
5. Do we need to invest in planning today to prepare for future projects?

Project costs and funding are estimates to be refined before final budget submission. Even after the budget is approved, the District will monitor capital budget revenues and refine project costs. We are conservative in our revenue and cost projections and maintain healthy project contingencies, and we do not proceed with a project until funding is secured.

**Recommended Actions:**

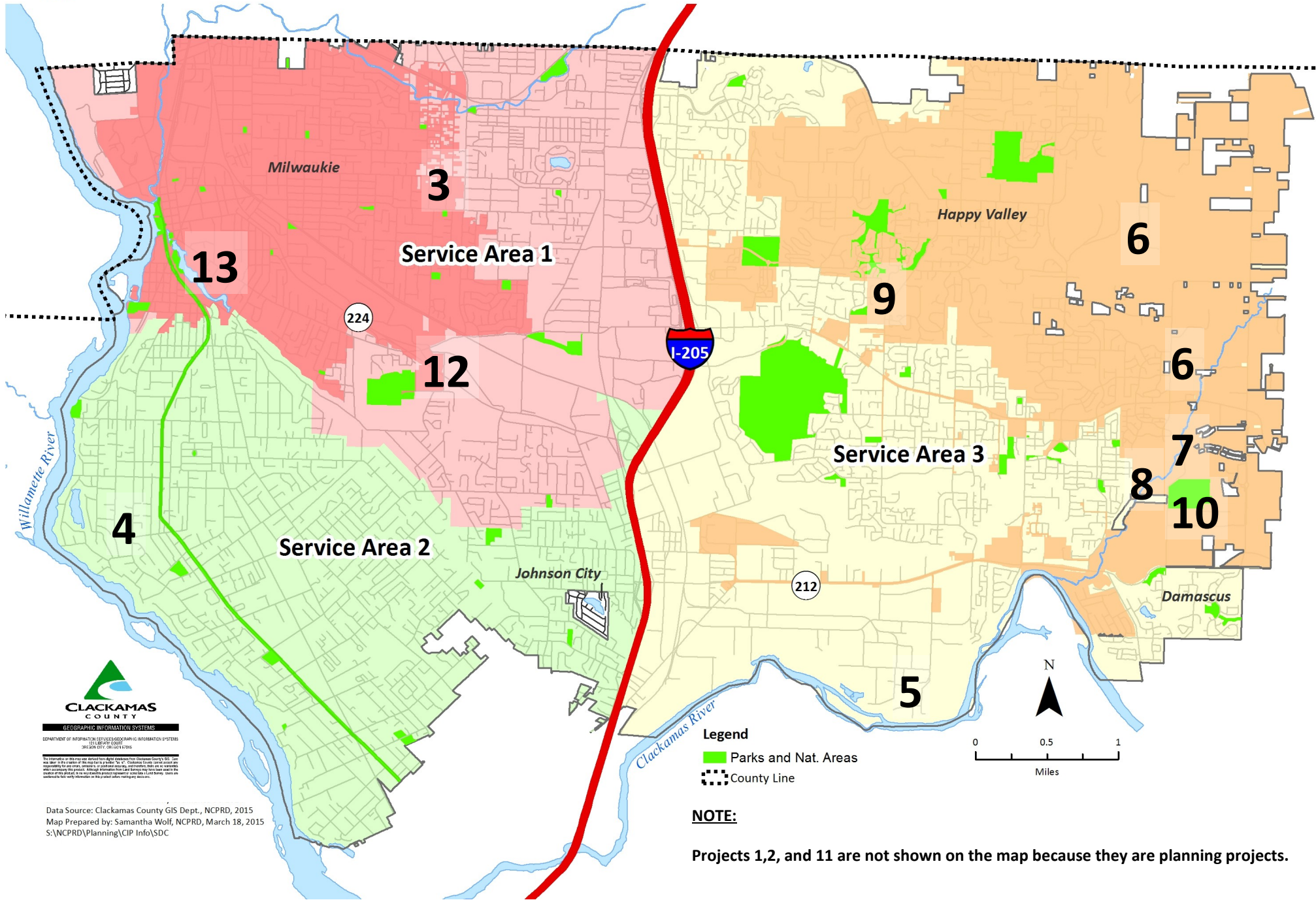
Please review this list and we will schedule a special DAB meeting to gather your input and recommendations.

FY 2016/2017 Proposed Capital Projects							SDC Funding Resources						Other Funds Required		
Project #	Project Description	Project ID	Status	Zone	Est. Cost	% SDC Eligible	Zone 1 Milwaukie	Zone 1 UGMA	Zone 2	Zone 3 UGMA	Zone 3 Happy Valley	Zone 3A	General Fund	Other	Grants
1	SDC Methodology	N/A	Existing	All	\$ 70,000	100%	\$ 7,335	\$ 7,336	\$ 7,602	\$ 15,909	\$ 15,909	\$ 15,909			
2	2016 Master Plan and Capital Improvement Plan	N/A	Existing	All	\$ 10,000	100%	\$ 1,047	\$ 1,048	\$ 1,086	\$ 2,273	\$ 2,273	\$ 2,273			
3	Wichita Park Development	N-10	Proposed	1	\$ 510,000	71.61%	\$ 10,000							\$ 250,000	\$ 250,000
4	Zone 2 Neighborhood Park Acquisition	N-11	Existing	2	\$ 2,000,000	38.66%			\$ 773,200					\$ 776,800	\$ 450,000
5	Clackamas River Greenway Master Plan	L/NR-18 to L/NR-25	Existing	3	\$ 40,000	66.65%				\$ 40,000					
6	Happy Valley Neighborhood Park(s)	HV-1 to HV-7	Existing	3 HV	\$ 4,000,000	100%					\$ 4,000,000				
7	Artificial Turf Field in Happy Valley	HV-C1 / C-25	Existing	3 HV	\$ 1,600,000	45.89%					\$ 734,240			\$ 865,760	
8	Mount Scott Scouters Mountain Trail Acquisition & Development (Hidden Falls)	HV-L-1	Existing	3 HV	\$ 800,000	47.99%					\$ 383,920		\$ 16,080		\$ 400,000
9	Mount Scott Scouters Mountain Trail Development (Southern Lites Park to Scott Creek Park)	L-32	Existing	3 HV	\$ 116,000	47.99%					\$ 37,167		\$ 37,167	\$ 3,000	\$ 38,666
10	Hood View Park Maintenance Building	HV-C1 / C-25	Existing	3 HV	\$ 135,000	0%							\$ 135,000		
11	Indoor Recreation Facilities Master Plan	N/A	Existing	All	\$ 70,000	0%							\$ 70,000		
12	North Clackamas Park - North Side Phase II	NCP	Proposed	1	\$ 1,200,000	73.26%								\$ 514,560	\$ 685,440
13	Robert Kronberg Nature Park Phase 1 Development	N-9	Proposed	1	\$ 100,000	30.64%									\$ 100,000
<b>TOTAL:</b>					<b>\$ 10,651,000</b>		<b>\$ 18,382</b>	<b>\$ 8,384</b>	<b>\$ 781,888</b>	<b>\$ 58,182</b>	<b>\$ 5,173,509</b>	<b>\$ 18,182</b>	<b>\$ 258,247</b>	<b>\$ 2,410,120</b>	<b>\$ 1,924,106</b>

Notes	Project Details:
1,2	SDC - Eligible District Planning Projects are allocated funds based on a Pro rata percentage of SDC collections for the prior year. In 15-16 the percentage share was 0% Zone 1, 6% Zone 2, 19% Zone 3, and 75% Zone 3 Happy Valley.
4	This project is identified so that NCPRD staff work to identify potential opportunities for funding (grants, partnerships, etc.).
5	This project is a partnership with Clackamas County Water Environment Services and the Clackamas County Development Agency
9	NCPRD is receiving an estimate for a contractor in March, 2016 for this project. Budget to change as necessary.
10	Community Park Development is 45.89% SDC Eligible - However, this project is proposed to be a general fund project consistent with the 2014-2015 budget. The 2015/2016 project budget of \$107,000 represents a total project budget increase of \$27,000, due to increased design, permitting, and construction costs.
11	Project Cost estimated from similar project completed by Hillsboro Parks & Rec Department in 2013
12	"Other" funds include proceeds from sale of Trolley Trail property to TriMet. Funds currently available for reinvestment.



# FY 2016/2017 Proposed Capital Projects



Data Source: Clackamas County GIS Dept., NCPRD, 2015  
 Map Prepared by: Samantha Wolf, NCPRD, March 18, 2015  
 S:\NCPRD\Planning\CIP Info\SDC

**Legend**  
 ■ Parks and Nat. Areas  
 - - - County Line

**NOTE:**  
 Projects 1, 2, and 11 are not shown on the map because they are planning projects.

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	2016 Parks and Recreation System Development Charges Update Methodology
Project Address:	N CPRD Admin. Office
Location:	District-wide
SDC CIP Map Location:	N/A
SDC CIP Project Priority:	N/A
SDC Funding Resource:	District-wide
Park Type:	N/A
Map No.	N/A
Acreage:	N/A
Project Manager:	Katie Dunham
N CPRD Project #s:	82382
Scheduled Completion:	2016

PURPOSE AND JUSTIFICATION
System Development Charges (SDC's) are one-time fees charged to new development to help pay a portion of the costs associated with building capital facilities to meet needs created by growth. The SDC Methodology is a road map based on the 2015 draft Master Plan that identifies funding needs and SDC rates for the next 10 years. N CPRD last updated the SDC Methodology in 2007 (which reflected the 2004 Master Plan). N CPRD completed a draft update of the District-wide Master Plan in 2015, which includes a Capital Improvement Plan. The goal of this project will be to align a revised District Master Plan, Capital Improvement Plan, and Park SDC Ordinance and Rates with the current financial capacity of the District, providing residents and the Board with clear expectations of the District capacity and capabilities at the funding levels that will exist over the short-term. This project involves hiring a consultant with specific expertise in System Development Charge programs.

DESCRIPTION AND LOCATION
Completion of an updated Parks and Recreation System Development Charges Methodology Report to reflect the N CPRD 2016 Master Plan Update.

IMPACT ON OPERATING BUDGET
This project further identifies funding and priorities for capital projects for the District for the next ten years. This will impact the Capital Assets Replacement/Repair Fund and Capital Projects Fund.

**N CPRD SDC  
Methodology Report,  
2016**

DRAFT

NON-FINANCIAL IMPACT
Project provides for financial planning for future capital projects.

2016/2017 PROJECT COSTS	
Planning	\$ 70,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 70,000</b>

Fiscal Year	Zone 1 SDCs Milwaukie	Zone 1 SDCs UGMA	Zone 2 SDCs	Zone 3 SDCs UGMA	Zone 3 SDCs Happy Valley	Zone 3 SDCs Sunnyside	Total
2016/2017	\$ 7,335	\$ 7,336	\$ 7,602	\$ 15,909	\$ 15,909	\$ 15,909	\$ 70,000
<b>Total</b>	<b>\$ 7,335</b>	<b>\$ 7,336</b>	<b>\$ 7,602</b>	<b>\$ 15,909</b>	<b>\$ 15,909</b>	<b>\$ 15,909</b>	<b>\$ 70,000</b>

100% SDC Eligible

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	Completion of 2016 Master Plan and Capital Improvement Plan
Project Address:	NCPRD Admin. Office
Location:	SDC Eligible District Project
SDC CIP Map Location:	
SDC CIP Project Priority:	
SDC Funding Resource:	SDC Eligible District Project
Park Type:	N/A
Map No.:	N/A
Acreage:	N/A
Project Manager:	Katie Dunham
NCPRD Project #s:	82140
Scheduled Completion:	2017

DRAFT

PURPOSE AND JUSTIFICATION
NCPRD completed a draft update of the District-wide Master Plan in 2015, which includes a Capital Improvement Plan (a list of projects necessary to meet the park needs of District residents). This work includes completion of both the Master Plan and Capital Improvement Plans. Edits will focus on the current financial circumstances of the District, and will align goals, objectives, and recommendations with short-term financial projections. Work to be completed by NCPRD staff. This budget includes public outreach and publication costs.

DESCRIPTION AND LOCATION
Completion of the 2015 District Wide Master Plan by NCPRD staff.

IMPACT ON OPERATING BUDGET
This project further identifies funding and priorities for capital projects for the District for the next ten years. This will impact the Capital Assets Replacement/Repair Fund and Capital Projects Fund.

## District Master Plan 2016

The screenshot shows two pages from the 'District Master Plan 2016'. The left page features a map of the district with various zones and parks highlighted. The right page contains text and a flowchart titled 'Planning Process and Methodology'. The flowchart shows a sequence of steps: 'Formal Master Plan Review' leading to 'Public Input and Outreach', which leads to 'Final Master Plan Review', and finally 'Adopt Master Plan'. Below the flowchart, there is a list of 'Planning Documents Utilized' including '2015 District Master Plan', '2015 Capital Improvement Plan', '2015 Park Asset Inventory', and '2015 Park Asset Replacement and Repair Plan'.

NON-FINANCIAL IMPACT
Project provides for planning for future capital projects.

2016/2017 PROJECT COSTS	
Planning	\$ 10,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 10,000</b>

Fiscal Year	Zone 1 SDCs Milwaukie	Zone 1 SDCs UGMA	Zone 2 SDCs	Zone 3 SDCs UGMA	Zone 3 SDCs Happy Valley	Zone 3 SDCs Sunnyside	Total
2016/2017	\$ 1,047	\$ 1,048	\$ 1,086	\$ 2,273	\$ 2,273	\$ 2,273	\$ 10,000
<b>Total</b>	<b>\$ 1,047</b>	<b>\$ 1,048</b>	<b>\$ 1,086</b>	<b>\$ 2,273</b>	<b>\$ 2,273</b>	<b>\$ 2,273</b>	<b>\$ 10,000</b>

100% SDC Eligible

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	Wichita Park Development
Project Address:	5908 SE Monroe Street
Location:	Zone 1 Milwaukie
SDC CIP Map Location:	N-10
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 1 Milwaukie & UGMA
Park Type:	Neighborhood Park
Map Number:	12E31AA08300
Acreage:	.91 acres
Project Manager:	Katie Dunham
NCPRD Project #s:	82346
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
The Wichita Park property currently has an open lawn area with a few trees planted by neighborhood volunteers. The master plan was adopted into the Milwaukie Comprehensive Plan in 1999 and updated in 2014 includes a play structure, a perimeter path, picnic tables, benches and a disk golf basket. NCPRD and the City, working with Lango Hansen Landscape Architects and the Linwood Neighborhood District Association, completed an initial set of construction drawings and a detailed construction cost estimate on May 19, 2015. This project includes obtaining grant funding, completing the construction documents, hiring a construction contractor, and completing park construction. The Linwood NDA has raised \$10,000 to contribute to the park.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to complete design and construction of Wichita neighborhood park.

IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost of \$14,200 after completion of park development

NON-FINANCIAL IMPACT
Project provides neighborhood park services in a currently underserved area of the District.



2016/2017 PROJECT COSTS	
Planning	-
Design	\$ 65,000
Construction	\$ 445,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 510,000</b>

Fiscal Year	SDC's (Zone 1 Milwaukie)	SDCs (Zone 1 UGMA)	Other	General Fund	OPRD LWCF Grant	Total
2016/2017	\$ 10,000		\$ 250,000	\$ -	\$ 250,000	\$ 510,000
<b>Total</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 510,000</b>

Neighborhood Park Development is 71.61% eligible for SDC's in Milwaukie. However, the District will apply for grants and must identify other funding where SDCs are not available.



**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	New Neighborhood Park
Project Address:	TBD
Location:	Zone 2
SDC CIP Map Location:	N-11
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 2
Park Type:	Neighborhood Park
Map Number:	TBD
Acreage:	4 acre park
Project Manager:	Katie Dunham
NCPRD Project #s:	TBD
Scheduled Completion:	Planning for acquisition in 2016/2017 fiscal year

PURPOSE AND JUSTIFICATION
The 2007 NCPRD SDC Methodology Capital Improvement Plan identifies acquisition of land and development of a new neighborhood park in the Oak Grove/Jennings Lodge Neighborhood. The work completed during 2012 on the updated NCPRD Master Plan confirms the need for additional park land in this neighborhood. NCPRD has accumulated SDC's identified within this zone that could be used to acquire and/or develop additional park land. The 2016/2017 Capital Project would include planning and possible acquisition of land for one neighborhood park. NCPRD would work with partners to identify opportunities for additional funds, including grants, before implementing this project.

DESCRIPTION AND LOCATION
Begin planning for acquisition, design, and/or development of a neighborhood park in an underserved area within Zone 2.

IMPACT ON OPERATING BUDGET
No impact until park is acquired. Minimal maintenance cost until developed. Estimated cost to maintain a 4-acre park after development: \$27,000 per year.



NON-FINANCIAL IMPACT
Project provides for planning and acquisition of a neighborhood park in a densely developed area of the District.

2016/2017 PROJECT COSTS	
Planning	\$ 24,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	\$ 1,976,000
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 2,000,000</b>

Fiscal Year	SDC's (Zone 2)	General Fund	Other	Grant	Total
2016/2017	\$ 773,200	\$ -	\$ 776,800	\$ 450,000	\$ 2,000,000
<b>Total</b>	<b>\$ 773,200</b>	<b>\$ -</b>	<b>\$ 776,800</b>	<b>\$ 450,000</b>	<b>\$ 2,000,000</b>

\* \$2,000,000 Cost Estimate for acquisition of Zone 2 Neighborhood Park land from 2007 SDC CIP estimate of \$500,000 per acre. Zone 2 Neighborhood Park Acquisition is 38.66% SDC eligible, per 2007 SDC ordinance

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	Clackamas River Greenway Trail
Project Address:	Unincorporated Eastside, along the Clackamas River
Location:	Zone 3 2004 Master Plan L/NR-18 to L/NR-25
SDC CIP Map Location:	25
SDC CIP Project Priority:	N/A
SDC Funding Resource:	Zone 3 UGMA
Park Type:	Linear Park
Map Number:	N/A
Mileage:	4.66 miles, 132.7 acres
Project Manager:	Tonia Burns
NCPRD Project #s:	82175
Scheduled Completion:	2017

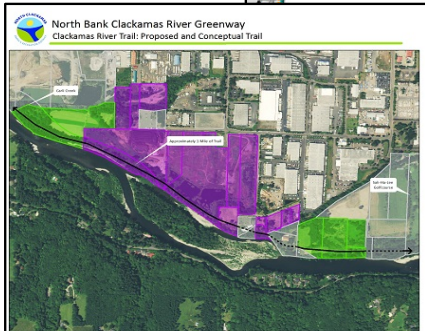
PURPOSE AND JUSTIFICATION
The NCPRD 2004 Master Plan identifies "working with regional partners to provide a continuous public greenway along the Clackamas River" as a top trail and natural area recommendation. NCPRD has develop partnerships with publicly-owned properties along the river, including WES (CCSD#1), the Clackamas County Development Agency, ODFW, and others, with the goal of improving river access, habitat, environmental education, and planning for a trail along the Clackamas River. The master planning work would result in a comprehensive plan for acquisition, development, and management of the North Clackamas River Trail.

DESCRIPTION AND LOCATION
Planning toward a 4.66-mile proposed regional trail along the Clackamas River.



IMPACT ON OPERATING BUDGET
Planning Project. No impact at this time.

NON-FINANCIAL IMPACT
Project provides a plan for acquiring and developing a future river trail natural area along the Clackamas River.



2016/2017 PROJECT COSTS	
Planning	\$ 40,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 40,000</b>

Fiscal Year	SDC's (Zone 3 UGMA)	General Fund	Other	Grant	Total
2016/2017	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
<b>Total</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>

Linear Parks Acquisition is 66.65% eligible for SDC's according to the 2007 SDC CIP Methodology

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	New Neighborhood Park(s)
Project Address:	2 Happy Valley locations as identified on the East Happy Valley Proposed Parks & Trails Map, dated 5/8/07
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	2 locations: HV-1 through HV-7
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Neighborhood Park
Map Number:	N/A
Acreage:	4 acres each
Project Manager:	Katie Dunham
NCPRD Project #s:	TBD
Scheduled Completion:	2016/2017

PURPOSE AND JUSTIFICATION
The 2007 NCPRD SDC Capital Improvement Plan identifies a need for seven new neighborhood parks in Happy Valley. The 2015 NCPRD Final Draft Master Plan further confirms the need for new neighborhood parks in this growing area of the District. The 2016/2017 Capital Project would include planning and acquisition of two neighborhood parks. NCPRD is currently in the very early stages of discussing two potential site acquisitions and future development with a developer in Happy Valley.

DESCRIPTION AND LOCATION
Acquire two of the seven neighborhood parks in Happy Valley as shown on the East Happy Valley Proposed Parks & Trails Map.

IMPACT ON OPERATING BUDGET
Minimal impact until parks are developed. Prior to development, the NCPRD Maintenance Division will begin rough mowing the properties as necessary. Estimated cost after development: \$27,000 per year per park.



NON-FINANCIAL IMPACT
Project provides for acquisition of two neighborhood parks in a rapidly growing area of the District.

2016/2017 PROJECT COSTS	
Planning	40,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	3,960,000
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 4,000,000</b>

Fiscal Year	SDC's (Zone 3 Happy Valley)	General Fund	Other	Grant	Total
2016/2017	\$ 4,000,000	\$ -	\$ -	\$ -	\$ 4,000,000
<b>Total</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,000,000</b>

Neighborhood Park Acquisition in Happy Valley is 100% SDC eligible in 2007 SDC CIP Methodology

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	Mount Scott Scouters Mountain Trail - Hidden Falls, Acquisition & Development
Project Address:	Segment 3 of the Mount Scott-Scouter Mountain Trail
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	HV-L-1
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Linear Park
Map Number:	N/A
Mileage:	.6 miles within 21 acre property
Project Manager:	Katie Dunham
NCPRD Project #s:	82038
Scheduled Completion:	2016 (Phase 1)

PURPOSE AND JUSTIFICATION
Phase 1 acquisition and development of a 21-acre property including a multi-use trail and a bridge over Rock Creek. Part of the proposed Mount Scott - Scouter Mountain Trail Loop system. The project is located within Segment 3 of the trail master plan. NCPRD is partnering with the City of Happy Valley for acquisition and construction of this greenway. NCPRD plans to request \$400,000 in Oregon Parks and Recreation Department Local Government Grant funds for acquisition and construction of these phase 1 trail and natural area improvements.

DESCRIPTION AND LOCATION
Construction of a multi-use trail and bridge within an approximately 21-acre property known as Hidden Falls in Happy Valley.

IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost of approximately \$25,000 for trail and natural areas maintenance at completion of phase 1.



NON-FINANCIAL IMPACT
Project provides for improvements to natural area park land and trails and a multi-use trail bridge in a densely developed residential neighborhood.

2016/2017 PROJECT COSTS	
Planning	\$ 50,000
Design	\$ 50,000
Construction	\$ 300,000
Park Improvements	-
Building Improvements	-
Land	400,000
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 800,000</b>

Fiscal Year	SDC's (Zone 3 HV)	General Fund	Other	Grant-OPRD LGGP	Total
2016/2017	\$ 383,920	\$ 16,080	\$ -	\$ 400,000	\$ 800,000
<b>Total</b>	<b>\$ 383,920</b>	<b>\$ 16,080</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 800,000</b>

Linear Park Development is 47.99% SDC Eligible in 2007 SDC CIP Methodology

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	Artificial Turf Field(s) in Happy Valley
Project Address:	TBD
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	HV-C1 / C-25
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Community Park
Map Number:	TBD
Acreage:	TBD
Project Manager:	Katie Dunham
NCPRD Project #s:	TBD
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
The NCPRD and Happy Valley IGA and the NCPRD SDC CIP recognize the need for additional all-weather sports fields in Happy Valley. The City and NCPRD are partnering to develop a concept plan and design documents for additional all-weather sports field and supporting facilities, including parking, in Happy Valley. This project includes completion of project planning, construction plans and permits, and sports field construction beginning in 2017 at a mutually agreeable location.

DESCRIPTION AND LOCATION
Planning and design for future construction of at least one artificial turf field at a community park in Happy Valley.

IMPACT ON OPERATING BUDGET
Sports field completion will require substantial additional maintenance, currently estimated at \$30,000 per year, including lighting.



NON-FINANCIAL IMPACT
2016/2017 project provides for planning, design and construction of an artificial turf field in Happy Valley.

2016/2017 PROJECT COSTS	
Planning	\$ 50,000
Design	\$ 270,000
Construction	\$ 1,280,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 1,600,000</b>

Fiscal Year	SDC's (Zone 3 Happy Valley)	General Fund	Other Funds	Total
2016/2017	734,240		\$ 865,760	\$ 1,600,000
<b>Total</b>	<b>\$ 734,240</b>	<b>\$ -</b>	<b>\$ 865,760</b>	<b>\$ 1,600,000</b>

Community Park Development is 45.89% SDC Eligible in 2007 SDC CIP Methodology

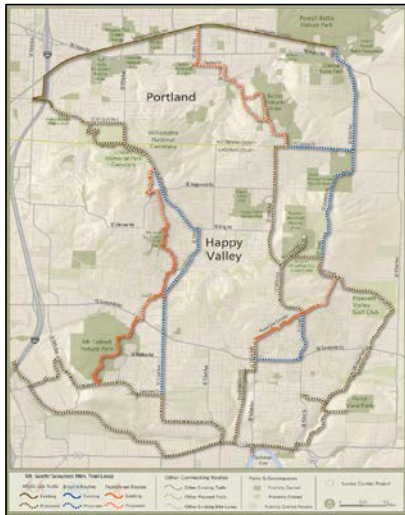
**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	Mount Scott Scouters Mountain Trail Development (Southern Lites Park to Scott Creek Park)
Project Address:	12088 SE 117TH AVE
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	L-32
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Greenway
Map Number:	12E34DA08600, 12E34DA11800
Mileage:	Construction of 525 feet of trail
Project Manager:	Katie Dunham
NCPRD Project #s:	82038
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
NCPRD partnered with the City of Happy Valley, Metro, and Portland Parks and Recreation to complete and adopt the Trail Master Plan in 2014. This project includes the first phase of construction within Segment 6 of the trail plan, and completes a paved critical link between Southern Lites Park and Scott Creek Park. NCPRD will partner with the City of Happy Valley, and other partners to apply for grant funds and complete this trail project. The Master Plan cost estimate for future construction of the entire 37.5-mile trail is \$55.8 million.

DESCRIPTION AND LOCATION
This project connects the Southern Lites paved trail to the Scott Creek Park trail boardwalk and bridge. This project is part of the 37.5-mile proposed Mount Scott Scouters Mountain Trail Loop.

IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost of approximately \$7,000 per mile of constructed trail.



NON-FINANCIAL IMPACT
Project provides construction of an east-west trail that is part of the Mount Scott Scouters Mountain Loop Trail. The project will increase accessibility to parks, schools, businesses and residences, and allow for more people to use this trail.

2016/2017 PROJECT COSTS	
Planning	
Design	\$ 10,000
Construction	\$ 106,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 116,000</b>

Fiscal Year	SDC's					Total
	(Zone 3, Happy Valley)	General Fund	Other (Partners)	Grant		
Previous Yrs	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000	
2016/2017	\$ 37,167	\$ 37,167	\$ 3,000	\$ 38,666	\$ 116,000	
<b>Total</b>	<b>\$ 42,167</b>	<b>\$ 37,167</b>	<b>\$ 3,000</b>	<b>\$ 38,666</b>	<b>\$ 121,000</b>	

Linear Parks Acquisition is 66.65% SDC Eligible in 2007 SDC CIP Methodology  
 Linear Parks Development is 47.99% SDC Eligible in 2007 SDC CIP Methodology

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	Indoor Recreation Facilities Master Plan
Project Address:	N/A
Location:	N/A
SDC CIP Map Location:	N/A
SDC CIP Project Priority:	N/A
SDC Funding Resource:	General Fund
Park Type:	Community Center
Map Number:	TBD
Acreage:	TBD
Project Manager:	Katie Dunham
NCPRD Project #s:	TBD
Scheduled Completion:	2017

DRAFT

PURPOSE AND JUSTIFICATION
NCPRD will hire a consultant to evaluate a range of options for future indoor recreation facilities throughout the District. The process will develop a long term vision for indoor recreation facility development for the next 20 years. The consultants will review NCPRD's current indoor facilities and work with District stakeholders to identify future needs. The Plan will recommend program and spatial needs based on a needs analysis, demographics, market analysis and input from stakeholders. The Plan will also identify future capital, program costs, revenue and cost recovery for each proposed facility and remodel.

DESCRIPTION AND LOCATION
Hire a consultant to explore the community needs and full range of options for indoor recreation facilities throughout the District, including land and capital costs, staffing, programming, maintenance, repair and replacement, etc.

IMPACT ON OPERATING BUDGET
None at this time.

Indoor Recreation  
Facilities Master Plan

NON-FINANCIAL IMPACT
Project will develop a clear vision for a indoor recreation facilities throughout the District.

2016/2017 PROJECT COSTS	
Planning	\$ 70,000
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 70,000</b>

Fiscal Year	SDC's	General Fund	Other Funding	Total
2016/2017	\$ -	\$ 70,000	\$ -	\$ 70,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>

Community Park Planning and Acquisition is 73.26% eligible for SDCs according to the 2007 SDC CIP Methodology

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	Hood View Park Maintenance Building
Project Address:	16223 SE Stadium Way
Location:	Zone 3 Happy Valley
SDC CIP Map Location:	HVC-1 / C-25
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 3 Happy Valley
Park Type:	Community Park
Map Number:	23E06C-08000
Acreage:	36
Project Manager:	Kevin Cayson
NCPRD Project #s:	82387
Scheduled Completion:	2016

DRAFT

PURPOSE AND JUSTIFICATION
Concept plan for Hood View Park completed in 2009. The need for a Community Park was added to the NCPRD Master Plan when Happy Valley joined the District. Constructing a maintenance building for storage of outfield fencing material, mowers and other specialty site maintenance equipment and supplies would provide for operational and maintenance efficiencies at the park. Engineering, Design, and permitting began in fiscal year 2013/2014 and construction will be complete in 2016.

DESCRIPTION AND LOCATION
Construction of the maintenance building at Hood View Park in Happy Valley, as identified in the 2009 Hood View Park Concept Plan.

IMPACT ON OPERATING BUDGET
NCPRD currently operates and maintains Hood View Park. The addition of the maintenance building will require minimal additional maintenance.



NON-FINANCIAL IMPACT
Project provides for additional efficiencies in operation and maintenance of this community park.

2016/2017 PROJECT COSTS	
Planning	-
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	\$ 135,000
<b>Total</b>	<b>\$ 135,000</b>

Fiscal Year	SDC's (Zone 3, Happy Valley)	General Fund	Other Funds	Total
2013/2014	\$ -	\$ 10,000	\$ -	\$ 10,000
2015/2016	-	18,500	-	\$ 18,500
2016/2017	-	135,000	-	\$ 135,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 163,500</b>	<b>\$ -</b>	<b>\$ 163,500</b>

Community Park Development is 45.89% SDC Eligible per 2007 SDC CIP Methodology - however, this project was scheduled as general funded in 2015/2016. This proposal is consistent with that budget.



**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	North Clackamas Park - North Side Phase II
Project Address:	5440 SE Kellogg Creek Drive
Location:	Zone 1 Milwaukie
SDC CIP Map Location:	North Clackamas Park
SDC CIP Project Priority:	1
SDC Funding Resource:	Zone 1 Milwaukie
Park Type:	Community Park
Map Number:	22E06AD00901 and 2 other tax lots
Acreage:	14.5
Project Manager:	Tonia Burns
N CPRD Project #s:	82302
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
As part of the NCP North Side Plan this acquisition and subsequent development of elements will continue the process of accomplishing goals within the 2008 concept plan. This concept plan was approved as an ancillary document to the City of Milwaukie's Comprehensive Plan in 2012 and included elements such as trails, picnic shelter and an off-leash dog area. Portions of the concept plan were completed in 2012 phase 2A in partnership with Water Environment Services including creek overlooks and a small trail. The North Side of NCP is located within a floodplain, therefore, the sustainable option is to relocate some of the concept plan elements out of the floodplain. This project provides this opportunity.

DESCRIPTION AND LOCATION
Acquisition and subsequent development of an approximately 14.5 acre site adjacent to NCP for development of park amenities identified in the North Clackamas Park North Side Master Plan

IMPACT ON OPERATING BUDGET
A portion of the annual maintenance cost will be off set because we will remove and replace elements such as the off leash dog area. When new elements are developed estimated annual maintenance cost will increase approximately \$15,000 per year.



NON-FINANCIAL IMPACT
Project provides for acquisition of community park land that will be used in the future to implement improvements anticipated for in the North Clackamas Park North Side Master Plan.



2016/2017 PROJECT COSTS	
Planning	-
Design	-
Construction	-
Park Improvements	-
Building Improvements	-
Land	\$ 1,200,000
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 1,200,000</b>

Fiscal Year	SDCs	ODFW WMF	Grant - Metro NIN	Metro TT Funds	Grant - OPRD LGGP	Total
2016/2017	-	\$ 220,440	\$ 215,000	\$ 514,560	\$ 250,000	\$ 1,200,000
<b>Total</b>	<b>-</b>	<b>\$ 220,440</b>	<b>\$ 215,000</b>	<b>\$ 514,560</b>	<b>\$ 250,000</b>	<b>\$ 1,200,000</b>

Acquisition of Community Parks is 73.26% SDC eligible per the 2007 SDC CIP Methodology. Development of NCP is 45.89% SDC eligible.

**NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**Fiscal Year 2016/2017**  
**CAPITAL IMPROVEMENT PROJECT FORM**

PROGRAM SUMMARY	
Project Title:	Robert Kronberg Nature Park Phase 1 Development
Project Address:	11910 SE McLoughlin Blvd.
Location:	Zone 1 Milwaukie
SDC CIP Map Location:	N-9
SDC CIP Project Priority:	2
SDC Funding Resource:	Zone 1
Park Type:	Natural Area
Map Number:	Tax Assessor Map 11E36CB, lots 2800, 2801, 3000, 3100, 3300, 4500
Acreage:	4.5 acres currently above Kellogg Lake
Project Manager:	Tonia Burns
NCPRD Project #s:	82020
Scheduled Completion:	2017

PURPOSE AND JUSTIFICATION
Robert Kronberg Nature Park is a 4.5 acre natural area site located adjacent to Kellogg Lake and McLoughlin Boulevard, just south of downtown Milwaukie. TriMet light rail construction completed a pedestrian bridge spanning the lake and connecting the site to downtown in 2015. NCPRD and Milwaukie staff developed a master plan for the site in 2015. The park master plan includes a multi-use pathway, maintenance access, soft-surface pathways, experiential nodes, and habitat preservation and restoration. The City has applied for a grant to build the multi-use path. Staff proposes submitting grant applications to fund phase one, development of a soft-surface pathway, and if possible, additional funding for phase two including the multi-use trail.

DESCRIPTION AND LOCATION
Partnership with the City of Milwaukie to complete design and construction of phase 1 of the park.

IMPACT ON OPERATING BUDGET
Estimated annual maintenance cost after completion of phase one elements: \$6,000 per year, and increases after completion of phase two elements: \$15,000 per year.

NON-FINANCIAL IMPACT
Project provides a nature park and multi-use trail near downtown Milwaukie.

2016/2017 PROJECT COSTS	
Planning	\$ 5,000
Design	\$ 10,000
Construction	\$ 85,000
Park Improvements	-
Building Improvements	-
Land	-
Land Improvements	-
Building	-
<b>Total</b>	<b>\$ 100,000</b>

Fiscal Year	SDC's (Zone 1)	General Fund	Other	Grant	Total
2016/2017	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>

Natural Resource Areas Development is 30.64% eligible for SDC's in Milwaukie. However, the District will apply for grants where SDCs are not available.