

D. Boards and Commissions

NOTE: Current member rosters, vacancies, agendas, and minutes may be found on the City's Web site at <http://www.orcity.org/bc> . Bylaws for each board are also available at the link above to provide further operating details.

1. Budget Committee

Established pursuant to ORS 294.414, the Budget Committee meets on a biennial basis for a public review of the proposed budget, receive the budget message, provide opportunity for public input, and approve the fiscal budget. In addition, the Committee recommends a tax rate or amount of tax for all funds that receive property taxes. The Budget Committee is comprised of the City Commission and five Oregon City residents.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| BC | 4 years | December 31 | Mayor |

2. Citizen Involvement Committee

The purpose of the CIC is social and civic. The CIC serves to promote, coordinate, and implement various aspects of community involvement through citizen participation. It serves to advise the City Commission, the Planning Commission, and other planning and advisory bodies. The CIC will provide a vehicle for maximum citizen participation in promoting the quality and livability of the neighborhoods and community.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| CIC | 2 years | December 31 | Mayor |

3. Historic Review Board

The purpose of the HRB is to carry out the City's historic resources program. The HRB reviews public improvements; reviews private and commercial buildings for historic compatibility; recommends ordinances and resolutions to the City Commission; and considers landmark designations, demolitions, and archeological site designations. Ordinance No. 1954 created the HRB on May 7, 1980 and was amended on November 6, 1985 by Ordinance No. 85-1017 and OCMC 2.28.

The board is comprised of five members - one representative each from: Canemah neighborhood; McLoughlin neighborhood; at-large; architect experienced in historic preservation; and a member of the Oregon City Chamber of Commerce who must also be an Oregon City resident.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| HRB | 3 years | December 31 | Mayor |

4. Library Board

The Oregon City Library Board was established by the City Commission of Oregon City to advise the City Commission and the Library Director on policy matters pertaining to the Oregon City Library and other such matters as detailed in Oregon City Municipal Code 2.44.030. In addition, the board shall assist in preparation and presentation of the Library's annual operating budget, assist in the development of short and long-term goals for the provision of public library services to the community, represent the interests of library users, foster public knowledge and support of the library's role in the community and promote its use, participate in state or network activities intended for library board members and, such other related duties as requested by the City Commission. The board was created on July 2, 1980 by Ordinance No. 1965; amended March 3, 1982 by Ordinance No. 1994; restructured October 7, 1987 by Ordinance No. 87-1011; and amended May 7, 1997 by Ordinance No. 97-1012.

The board shall be comprised of seven members appointed by the Mayor with terms of four years each. Terms expire on December 31; however, in order to establish continuity of membership, terms will be structured so that no more than three member terms expire at the same time. Membership on the board shall be comprised as follows: Four members shall be residents of Oregon City; two members shall be residents of that area comprising postal zip codes 97045 and 97004 which are outside the boundary of Oregon City and one member "at large."

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| None | 4 years | December 31 | Mayor |

5. Enhancement Grant Program Committee

The Committee is responsible for awarding grants on an annual basis for projects and programs that meet the grant criteria. The committee was established November 2, 1988 by Resolution No. 88-69. It was restructured February 4, 1998 by Commission Report No. 98-09. The committee was created as part of an Intergovernmental Agreement (IGA) between the City and the regional government, Metro. The IGA that created the committee also covers the operations of the Metro Transfer Station located at the intersection of Highway 213 and Washington Street. Metro pays the City a \$0.50 per ton fee for enhancement and mitigation activities. A small percentage of this total goes into the City's General Fund in lieu of taxes, and the rest is placed into the Metro Enhancement Fund.

The IGA was amended on November 16, 2006, effective January 1, 2007 (November 15, 2006 Commission Meeting, Agenda Item 8a), to change the Committee structure to consist of the City Commission, one (1) METRO councilor, and three (3) citizens appointed at-large. The City of Oregon City solicits applicants from residents of Oregon City for membership on the Oregon City-Metro Enhancement Committee (OCMEC). The Mayor appoints or reappoints members for the following fiscal year.

The Committee recommends the boundary of the area eligible for rehabilitation and enhancement. The Committee also recommends plans, projects and programs for rehabilitation and enhancement within the eligible boundary. Such recommendations can be made at any time, but shall at least be submitted annually to coincide with the City's budget process. Eligible projects include Planning, Engineering, Architectural and Marketing Services; sign, lighting and landscape construction; equipment acquisition; Public Works improvements, property acquisition, building construction, reconstruction or demolition; and other activities that are consistent with the Committee's purpose. The Committee shall not have authority to make any expenditure on behalf of the City, or to obligate the City for payment of any sums of money, unless the City Commission has previously authorized such expenditure.

The Committee shall have the power and authority to seek advice or testimony from any appropriate agency or individual to their purpose.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| EGPC | 4 years | December 31 | Mayor |

6. Natural Resources Committee

The purpose of the Natural Resources Committee is to assist in the review and implementation of plans and policies to protect, restore and enhance the environmental quality of Oregon City within the Urban Growth Boundary (“UGB”). This committee’s role is to encourage conservation of natural resources and preservation and enhancement of ecosystems, open spaces and natural corridors within the Oregon City Urban Growth Boundary (UGB). The committee recommends actions to the City Commission, the Planning Commission, and the Parks and Recreation Advisory Committee (PRAC). The committee also may review and comment on all land use applications that significantly impact natural resources and related projects and policies coming before the City Commission and Planning Commission.

The Natural Resources Committee is composed of seven members appointed for the three-year terms with staggered terms for the initial board. The initial members shall be two appointed for two-year terms, three appointed for three-year terms and two appointed for a one-year term. Terms will expire on the last day of the calendar year. Training in urban ecology, watershed management, arboriculture, landscape architecture, or urban forestry is specifically desired for this position. Five of the seven members of the committee shall reside, work in, own property, or own a business within the city of Oregon City.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| NRC | 3 years | December 31 | Mayor |

7. Parks and Recreation Advisory Committee

The purpose of the Parks and Recreation Advisory Committee (PRAC) is to advise the Community Services Director and make recommendations to the City Commission regarding parks, recreation and cemetery operations and planning. The Oregon City Recreation Advisory Association was created November 3, 1983 with nine members; bylaws were adopted on October 11, 1984; amended June 12, 1986; amended and the name was changed to Parks and Recreation Advisory Committee (PRAC) by the City Commission on September 2, 1992; amended May 6, 1998; amended July 5, 2000 to appoint a Pioneer Community Center representative to PRAC; amended June 18, 2003 to provide for more uniform representation throughout the city by limiting the number of members who can serve from any one neighborhood association; amended January 17, 2007; and again on June 18, 2008.

The Committee consists of seven members whom are encouraged to live within the city limits; however, residency is not mandatory. Non-resident representation is limited to two. Therefore, members are to be selected at-large. There is a maximum membership requirement that at any given time no more than two members may be from any of the City's defined neighborhood associations. The chair and vice-chair are to each serve a one-year term of office.

The following partially lists the objectives and responsibilities relative to the purpose; objectives may be added to or deleted as necessary:

Maintain active communications with the Community Services Director and other relevant City staff. Provide recommendations to the City Commission relative to parks and recreation. Solicit citizen opinions relative to parks and recreation. Request information from, and consult with, service organizations, special interest groups, neighborhood associations, and other professionals as appropriate. Oversee implementation of the Parks and Recreation Master Plan through periodic reviews, updates, and recommended revisions. Provide public meeting time for citizen input.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| PRAC | 3 years | December 31 | Mayor |

8. Planning Commission

The purpose of the Planning Commission is to serve as an advisory body and a resource for the City Commission in land use matters. The Planning Commission was created on February 4, 1948 by Ordinance No. 1350 and amended December 7, 1988 by Ordinance No. 88-1028. The Commission is authorized by ORS 227 and established by Oregon City Municipal Code - Chapter 2.24.

The Commission is composed of seven members. According to OCMC Chapter 2.24.020(C), term of office is limited to no more than eight consecutive years. No more than two voting members of the Commission shall be engaged principally or involved in any aspect of the real estate field. In addition, no more than two voting members shall be engaged in the same kind of business, trade or profession. (OCMC 2.24.030).

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| PC | 4 years | December 31 | Mayor |

9. South Fork Water Board

The South Fork Water Board (SFWB) is a wholesale water provider to the cities of Oregon City and West Linn. South Fork is owned in equal shares by the two cities and is governed by a six-member board comprised of three elected officials from each city.

South Fork Water Board holds monthly meetings. The membership shall consist of the Mayor of Oregon City and two members of the City Commission of Oregon City, and the Mayor of West Linn and two members of the West Linn City Council. Each new member shall be appointed for a term of two years, and shall serve until the expiration of their term of office and the appointment of their successor. The Board may appoint a General Manager and Advisory Committee. The Advisory Committee shall be comprised of the General Manager and the City Managers of each city, or their designees. The Advisory Committee shall meet as often as is necessary, and shall review the activities, policies, operation, personnel and fiscal affairs of the board, and make appropriate recommendations to the Board. An Intergovernmental Agreement was entered into by each city. The City of West Linn adopted Resolution No. 96-24 and signed the agreement on July 22, 1996. The City of Oregon City adopted Resolution No. 96-32 and signed the agreement on August 21, 2000.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|---|
| SFWB | 2 years | December 31 | Comprised of 3 elected officials from each city |

10. South Fork Water Board Budget Committee

The cities of Oregon City and West Linn operating jointly as the South Fork Water Board acknowledged in July 1996 that they had authority to execute an Intergovernmental Cooperative Agreement pursuant to the powers of their respective municipal charters and pursuant to ORS 225.050 and ORS 190.010. The Board is exempt by statute from Oregon Local Budget Law. However, in conjunction with the issuance of a February 8, 1995 bond issue, the Board passed a resolution to follow the provisions of the Law. Accordingly, a budget is prepared and adopted for each fund using the modified accrual basis of accounting. The resolution authorizing appropriations for each fund sets the level by which expenditures cannot legally exceed appropriations. For all funds the levels of control are personal services, materials and services, capital outlay and debt service. Unexpected additional resources may be added to the budget through the use of a supplemental budget and appropriations resolution. Original and supplemental budgets require hearings before the public and publications in newspapers or other notice. Original and supplemental budgets may be modified by the use of appropriation transfers between the levels of control.

11. Transportation Advisory Committee

The purpose of the committee is to advise the City Commission, Planning Commission and Urban Renewal Commission on transportation related matters; guide preparation of transportation plans and programs, including the Neighborhood Traffic Management Plan.

The committee was established on February 7, 1996 by Resolution 96-03, modified on October 20, 1999 through Resolution 99-40, and modified again on February 6, 2002, through Resolution 02-04. Bylaws were adopted in 2009.

There are between seven to nine members in the committee. It is composed of two members of City-recognized neighborhood associations, one active member of the Oregon City Chamber of Commerce and the remaining members are at-large. Term of office is three years, with terms overlapping.

City staff shall support the TAC for meeting notification, processing the work, minute preparation, copying and information gathering to the extent the City budget permits.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| TAC | 3 years | December 31 | Mayor |

12. Urban Renewal Commission

The decisions of the Urban Renewal Commission have the potential of improving the face and the economy of Oregon City, impacting service demands, the business climates, and neighborhoods adjacent to the urban renewal district. The Oregon City Commission found that blighted areas as defined in ORS 457.010 exist in Oregon City, and that the need for a City Urban Renewal Agency continues, as provided by ORS 457.035.

Oregon Revised Statute 457.055 authorizes the governing body of a municipality to transfer the authority to exercise the powers of the urban renewal agency to any other body authorized to exercise these powers, including the local governing body itself. On April 2, 2008; Ordinance No. 08-1005 transferred the powers of the Urban Renewal Agency from the Oregon City Commission to the Urban Renewal Commission. On March 19, 2008, the Urban Renewal Commission approved new bylaws for the Commission. Ordinance No. 08-1005 added five additional representatives to the Urban Renewal Commission. The City Commission appoints members to the URC.

The City Commission desired to increase business and citizen involvement in the decision-making process of urban renewal and expanded the representation on the Urban Renewal Commission. Five citizen members were added to the URC on June 18, 2008. This resulted in the URC being composed of ten voting members: five who are members of the City Commission, and five citizen representatives appointed by the City Commission. Then, on July 18, 2012, the City Commission passed Ordinance No. 12-1005, modifying the membership of the URC once again, reducing the number of members from ten to seven. The URC responded with changes to its bylaws, approving Resolution No. URr12-03 on August 1, 2012.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| URC | 4 years | December 31 | City Commission |

13. Urban Renewal Committee Budget Committee

The purpose of the Urban Renewal Budget Committee is to publicly review the proposed budget, receive the budget message, provide opportunity for public input, and approve a fiscal budget as well as a tax rate or amount of tax for all funds that receive property taxes. The Commission is established pursuant to ORS 294.336.

The URBC is comprised of the Urban Renewal Commission (seven commissioners), the Oregon City Budget Committee (the City Commission plus five citizen members), and two additional citizen members, totaling fourteen members.

| Abbreviation | Term Length | Term Expiration | Appointing Authority |
|--------------|-------------|-----------------|----------------------|
| None | 3 years | December 31 | Mayor |