

CITY OF COOS BAY CITY COUNCIL
Agenda Staff Report

MEETING DATE	AGENDA ITEM NUMBER
July 7, 2015	

TO: Mayor Shoji and City Councilors

FROM: Jackie Mickelson, Executive Assistant

THROUGH: Rodger Craddock, City Manager

ISSUE: **Appointments to the Tree Board**

BACKGROUND:

Recently, the City advertised three openings on the Tree Board, and there were five applications received. The applications were submitted by Meredith Childs, Rex Miller, Skip Shipman, Kim Singh, and Grant Walding.

There is also currently a City Councilor representative vacancy on the Tree Board which was vacated by Councilor Mike Vaughan on September 2, 2014.

BUDGET IMPLICATIONS:

N/A

ADVANTAGES:

Citizens serving in volunteer capacities on the City's boards and committees fulfill an important community need and provide a valuable resource for city government.

DISADVANTAGES:

None

ACTION REQUESTED:

If it pleases the Council, consider casting your ballots to appoint three applicants to the Tree Board for four year terms ending June 30, 2019. Also please consider appointing a Council representative to the Tree Board.

Chapter 8.30

TREE BOARD

Sections:

[8.30.040](#) Tree board – Composition and procedures.

[8.30.050](#) Tree board – Duties.

8.30.040 Tree board – Composition and procedures.

(1) The tree board shall be appointed by the city council and shall consist of seven members.

(a) One member of the tree board shall also be a member of the city council.

(b) One member of the tree board shall also be a parks commissioner.

(c) If the aesthetics commission has been formed, one member of that commission shall also be a member of the tree board.

(d) At least one member of the tree board shall be a representative from the field of arboriculture, landscape architecture, or otherwise have a background and professional knowledge of trees and their care.

(e) One member of the tree board shall be designated by the board of the Coos Bay Downtown Association.

(f) The balance of the tree board shall be citizens with an interest in trees.

(g) One member of the tree board may live outside the city limits of Coos Bay.

(2) The members shall be appointed for a term of four years. Vacancies, except at the expiration of a term, shall be filled by a temporary appointment made by the council for the remainder of the unexpired term. Committee members may be reappointed for additional terms of four years each.

(3) A member of the tree board may resign at any time by submitting a letter of resignation to the council. A member may be removed by the council for nonperformance of duty. A member who is absent from three consecutive meetings without excuse is considered to be in nonperformance of duty. The possible need for removal may be brought to the attention of the council by the tree board.

(4) The tree board members, by majority vote, shall elect a chairperson and vice-chairperson for a one-year term at the beginning of each year, and may re-elect the incumbent. The

chairperson shall preside over tree board meetings and retain the right to vote. The vice-chairperson shall preside in the chairperson's absence.

(5) Regular meetings shall be held at a frequency necessary to carry out tree board duties. Meetings shall be called at the request of the chairman, or four commissioners, or at the request of the public works or community services departments.

(6) Four members of the tree board shall constitute a quorum for conducting any business.

(7) The tree board may make and alter rules and regulations for its operation consistent with the City Charter, ordinances, and resolutions, subject to review and approval of the council.

(8) Members of the tree board shall receive no compensation, but shall be reimbursed for duly authorized expenses. [Ord. 298, 2001; Ord. 181 § 4, 1992].

8.30.050 Tree board – Duties.

(1) The tree board shall have the primary responsibility to study, investigate, develop, and to update periodically a written plan for the care, preservation, pruning, planting, replanting, removal and disposition of all street and park trees.

(2) As part of the plan, a list of acceptable species shall be developed and maintained for planting as street trees. The species will be divided into three size classes: small, medium, and large. A list of tree species not suitable for planting will also be developed.

(3) The plan developed by the tree board shall be presented to the city council, and upon council acceptance and approval the plan shall constitute the official comprehensive tree plan for the city.

(4) The plan, and the provisions of this chapter, will be reviewed completely at least once in every three-year period after the initial approval.

(5) The tree board may also develop criteria for determining and standards for protecting heritage trees within the city. The purpose of the heritage tree designation is to recognize, foster appreciation of, and protect trees having significance to the community. Criteria may include such things as species rarity, age, size, quality, association with historical events or persons, or scenic enhancement. The tree board shall have the authority to determine, select and identify such trees that qualify as heritage trees. [Ord. 181 § 5, 1992].