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**President – Vice Chair** Michael Howell presided

**Members Present:** Bruce Countryman – Michael Howell – David Hunter – Jen Warren

**Members Absent:** Mark Nakajima Lance Schamberger, Dale Wiley

**Staff Liaison:** Dan Riordan - present

**Council Liaison:** Ron Thompson - present

**Student Advisor:** Declan Lynch - present

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**Citizen New Member / Introduction:** None

**Minutes Approval:** David moved to approve and Jen seconded that the March 2019 minutes be approved as submitted. The motion was approved 4-0 with three members absent.

**OLD BUSINESS:**

- Arbor Day 2019:** Dan reported that the annual Arbor Day tree planting was done on April 9<sup>th</sup>. One maple tree was planted at Thatcher Park near the playground. In attendance were Mayor Truax, Councilor Rippe, Councilor Valfre, City Manager Jesse VanderZanden, Mark, Dan, and a member from the community at-large.
- Boards and Commissions Reform Update:** Dan provided a general update on Council's work related to boards and commissions reform. Dan noted Council held a work session on April 8<sup>th</sup> to discuss a draft ordinance addressing details such as membership qualifications, composition, quorum and meetings, terms of office and officers, staff liaison role, required attendance, filling vacancies, and annual reporting. Next steps include staff and Council liaisons meeting with respective boards and commission to update bylaws, educate members on new Council rules. This will occur over the next few months.
- Town Center Tree Project Update:** Dan reported that the arborist from Oregon Tree Care has completed the tree inventory and assessment. The arborist conduct a visual assessment of 202 street or parking lot trees in the Town Center. Key findings include:
  - 43% of the trees inventoried are surrounded by tree grates;
  - 4 trees were identified as requiring upper crown and/or structural pruning;
  - 24 trees are in need of clearance for street, sidewalk or parking lot clearance;
  - 8 trees are identified as having recent cuts to roots or tree base and/or damage from surrounding tree grates.

- 8 trees have been recommended for removal based on poor vigor rating and visible signs of decay including 5 maples and 3 cherry.

The complete report will be provided in advance of the next Commission meeting.

**NEW BUSINESS:** None.

**MEMBER UPDATE:**

David mentioned he attended an Oregon Pest Detector class. The classes addressed invasive plant species including English ivy and Scotch broom. The class also delved into Emerald ash borer.

**LIAISON UPDATE – Ron Thompson:**

**NEXT MEETING:** April 17<sup>th</sup>, 2019 at 5:30 pm at the City Auditorium.

**MEETING ADJOURNMENT:** David moved – Michael seconded that the meeting adjourn.

David moved to adjourn the meeting at 6:10 pm. Jen seconded the motion which passed on a 4-0 vote.

Respectfully submitted,

Daniel Riordan  
CFC City staff liaison