



**Members Present:** Mark Nakajima, Chair; Michael Howell, Vice Chair; Bruce Countryman; David Hunter; Lance Schamberger; Jen Warren

**Members Absent:**

**Staff Liaison:** Dan Riordan – present

**Council Liaison:** Ron Thompson - present

**Student Advisor:** Declan Lynch - present

---

**Call to Order and Role:** The November 20, 2019, meeting was called to order by Chair Nakajima at 5:33 pm.

**Citizen Communication:** None

**Minutes Approval:** Jen made a motion, seconded by Bruce, to edit the draft minutes noting Bruce was not in attendance. The motion passed unanimously.

**Action Items/Discussion:**

1. Continuation of 2020 Tree City USA / Arbor Day Celebration Discussion – The Commission discussed plans for the 2020 Arbor Day tree planting at Thatcher Park. The Commission agreed that one tree should be planted and a plaque should be purchased to commemorate the City reaching 30-years as a Tree City USA® in 2019. Dan agreed to get cost estimates for purchasing the plaque. It was noted Oregon Arbor Week is the first full week of April and this would be a good time to hold the celebration.
2. Possible Request for Removal of an Oregon White Oak on the Register of Significant Trees at 2219 14<sup>th</sup> Avenue - Dan noted the owner of an Oregon white oak on the Tree Register may seek approval to remove the tree. The tree is located at 2219 14<sup>th</sup> Avenue. The owner expressed concern about the condition of the tree and potential to cause damage. Dan mentioned an arborist report was prepared for the tree in 2016. The Commission review the arborist report that indicated the tree is fair condition and pruning should be done. The report also recommended a root collar exam and resistograph testing to determine health and safety. Dan reported the property owner plans to have someone look at the tree to document current condition. The Commission reached consensus to consider removal after documentation is received.

**Liaison Update:**

Councilor Thompson updated the Commission on matters on the City Council's agenda.

Dan noted the Commission will be asked to review and update the Commission's bylaws for adoption in early 2020. Dan also mentioned he will follow-up with Daniela Powell, owner of Daniela's Gifts on Main (2036 Main Street), about the Commission's support to allow Ms. Powell place a temporary planter and tree where the street tree was removed.

**Member Update:**

David noted he attend the City of Portland urban forestry training. David mentioned the Portland approach to tree planting is to plant a variety of trees (no mono-culture). David also mentioned he plans on attending the American Society of Consulting Arborists conference in New Orleans in December.

**Next Meeting:** December 18, 2019, 5:30 pm at the City Auditorium.

**Meeting Adjournment:** David made a motion, seconded by Michael to adjourn the meeting at 6:30 pm. The motion passed unanimously.

Respectfully submitted,

Dan Riordan  
CFC Staff Liaison