



Community Forestry Commission  
Community Auditorium  
1915 Main Street, Forest Grove, OR  
December 18, 2019  
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**Members Present:** Mark Nakajima, Chair; Michael Howell, Vice Chair; Bruce Countryman; David Hunter; Jen Warren

**Members Absent:** Lance Schamberger

**Staff Liaison:** Dan Riordan – present

**Council Liaison:** Ron Thompson - present

**Student Advisor:** Declan Lynch - present

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**Call to Order and Role:** The December 18, 2019, meeting was called to order by Chair Nakajima at 5:35 pm.

**Citizen Communication:** None

**Minutes Approval:** David made a motion, seconded by Michael, to approve the November 20, 2019 minutes as presented. The motion passed unanimously.

**Action Items/Discussion:**

1. Review and Discuss Bylaws Update – The Commission began a discussion about possible revisions to the Commission’s bylaws for consideration by City Council. Objectives include ensuring the bylaws contained in the City Code are consistent with the City’s Development Code especially requirements pertaining to Register Trees and to clarify the Commission’s role related to Tree City USA certification and the annual Arbor Day/Week celebration.
2. Updated on Request for Removal of Register Oak Tree at 2291 14<sup>th</sup> Avenue – Dan reported that the property owner had an independent certified arborist evaluate the tree. Based on the arborist’s recommendations the property owner will hold off on seeking removal of the tree at this time.
3. Follow-up on Temporary Tree Planting at 2036 Main Street – Dan reported that he contacted the owner of Daniela’s Gifts on Main to advise the owner that the Commission supports placing a decorative container where the street tree was removed and planting a

tree as a temporary replacement. Dan also mentioned he contacted the City's Public Works Superintendent about the idea and he is also supportive of the idea.

4. Community Enhancement Program Project Ideas - The Commission reviewed the goals of the Community Enhancement Program and began a discussion about possible projects for funding during the 2020 cycle. One idea discussed by the Commission is a project to transition the Thatcher Park woods from firs to oaks.
5. Downtown Streetscape Design Concepts Request for Proposals – Dan reported that City will be releasing a request for proposals (RFP) in January for consulting assistance related to improving the downtown streetscape. The RFP will include design services for a shared use festival street on 21<sup>st</sup> Avenue west of College Way and general streetscape enhancements including street trees.
6. Street Tree Problem at 2020 Main Street – Dan advised the Commission that the Public Works Department would like to address the conflicts between the street tree at 2020 Main Street and underground utilities. The Public Works Department is interested in the Commission's thoughts regarding trimming the tree roots or possibly removing the tree. The Commission reached consensus that the problems should be addressed and trimming the roots under the supervision of a certified arborist is warranted. The Commission is not in opposition to removal of the tree if necessary.
7. Street Tree Planting for 19<sup>th</sup> Avenue Extension between D Street and C Street - The Commission discussed street tree planting as part of the 19<sup>th</sup> Avenue extension project between D Street and C Street. The Commission advised that the small trees should be planted on the east side of the street where utilities are present and medium size trees should be planted along the west side. The Commission also noted that smaller trees should be planted if more trees are desired and native species should be used. It was also noted the burlap around the root ball should be entirely removed.

**Liaison Update:**

**Member Update:**

**Next Meeting:** January 15, 2020, 5:30 pm at the City Auditorium.

**Meeting Adjournment:** David made a motion, seconded by Michael to adjourn the meeting at 6:36 pm. The motion passed unanimously.

Respectfully submitted,

Dan Riordan  
CFC Staff Liaison