CITY OF FOREST GROVE
COMMUNITY FORESTRY COMMISSION
COMMUNITY AUDITORIUM CONFERENCE ROOM, 1915 MAIN STREET
WEDNESDAY, JUNE 17, 2020 - 5:30 P.M.

Council Liaison: Kristy Kottkey
Members Present: Mark Nakajima, Chair; Bruce Countryman; David Hunter, Lance Schamberger, Jen Warren
Members Absent: Michael Howell, Vice-chair
Student Liaison: Declan Lynch
Staff Liaison: Dan Riordan

Call to Order and Role: The June 17, 2020, meeting was called to order by Chair Nakajima at 5:31 pm. The meeting was held virtually via Webex due to the COVID-19 situation.

Citizen Communication: None

Minutes Approval: The Commission approved the March 18, 2020 minutes by unanimous vote.

Action Items / Discussion

1. **Welcome Councilor Kottkey / Commission Introductions**: The Commission welcomed Councilor Kottkey as newly appointed Council liaison. Councilor Kottkey introduced herself to the Commission and provided a brief overview of her objectives as Council liaison.

2. **Finalize Bylaw Revisions for Council Adoption**: Staff liaison, Dan Riordan, presented the latest revisions to the Commission's bylaws. Dan noted the bylaws will be adopted by City Council and included in the City's municipal code. Dan also noted the bylaws have been updated to reflect current Commission responsibilities including roles the City's tree board for National Arbor Day Foundation, Tree City USA certification, role conducting the City's annual Arbor Day celebration, and role overseeing the City's Urban Forest Management Plan.

   Commission Action: The Commission discussed the revisions and unanimously approved a motion accepting the revised bylaws and to forward the bylaws to the City Council for adoption.

3. **Downtown Streetscape/Street Tree Project**: Dan updated the Commission on the downtown streetscape/street tree project. The primary focus of the project is

preparing a design to convert 21st Avenue between College Way and A Street into a shared use festival street. The project will also look at street tree conflicts s in the downtown leading to recommendation for street tree best practices for commercial areas including to recommendations for the best type of tree to plant in a downtown environment. The project will also assess ways to further urban design goals for the downtown.

Announce Next Meeting and Adjourn: The meeting was adjourned at 6:39 pm.

Respectfully submitted,

Dan Riordan
CFC Staff Liaison