



**CITY OF FOREST GROVE
COMMUNITY FORESTRY COMMISSION
WEBEX VIRTUAL PUBLIC MEETING
WEDNESDAY, FEBRUARY 10, 2021 - 5:30 P.M.**

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

Call to Order and Role: Chair Nakajima, noting a quorum present, called the meeting to order at 5:36 pm. The meeting was held virtually via Webex due to the COVID-19 situation. The meeting was live streamed by TVCTV.

Citizen Communication: Jeremy Sapp, Commission applicant, was in attendance remotely.

Minutes Approval: Jen moved, and Declan seconded a motion to approve the January 20, 2021 minutes. The motion was approved unanimously.

Action Items / Discussion

1. **Request for Removal of Street Tree at 2008 Main Street (Van Dyke Appliance):**
Dan presented a request from the owner of Van Dyke Appliance seeking approval for removal of the street tree adjacent to the store. Dan noted, the reason for removal is the tree has grown too large. The tree grate is starting to lift. The Commission debated the pros and cons of removal.

Bruce noted the community benefits provided by the street trees. Jen suggested Public Works remove the tree grate as an initial remedy. Jen also requested that the adjacent property owner be made aware of what is going on related to the festival street and downtown streetscape planning project. Chair Nakajima suggested the street tree be replaced by the adjacent property owner as condition of permit approval. Chair Nakajima also noted that he serves on the Urban Renewal Advisory Committee and the Committee heard a presentation from the consultant working on the 21st Avenue Festival Street and Downtown Streetscape project. The consultant will prepare recommendations for addressing the downtown streetscape issue that the CFC could use going forward.

After deliberations, the Commission reached consensus to allow removal of the tree

with the caveat that the tree be replanted by the adjacent property owner after the City has recommendations from the consultant working on the downtown streetscape planning project.

Commission Action: Michael moved, and Declan seconded a motion to approve a street tree removal permit for the street tree located at 2008 Main Street with the condition that the adjacent property owner replace the tree after the downtown streetscape project is completed. The motion passed unanimously.

2. Continue Arbor Day 2021 Celebration/Community Outreach Project: Councilor Kottkey updated the Commission on the work being done with Jen and Declan to improve community outreach about tree related questions. Councilor Kottkey prepared a mock-up of a computer survey for review and comment by the Commission. Councilor Kottkey noted that it is an initial draft and could be changed as needed. The Commission was receptive to the survey and provided initial thoughts for consideration. The Commission agreed with the friendly tone of the survey.

Chair Nakajima asked how to get the word out about the survey. Councilor Kottkey responded that neighborhood leaders could be contacted, and an announcement could be posted to Facebook and other social media platforms. Jen mentioned that some neighborhoods have a Facebook page that could potentially be used as well. It was also noted that information could be distributed during the Farmer Market depending on COVID restrictions and that a QR code could be used for access to additional information. Jen mentioned the survey is intended to connect with the community and is not intended to be a scientific survey. The concept is to provide an understanding of what an urban forest is.

Chair Nakajima asked where the Commission goes from here. Councilor Kottkey suggested sending ideas via email to her and she will bring them back to the Commission at the next meeting for further discussion.

Council Liaison Update: Deferred due to lack of time.

Member Updates: Deferred due to lack of time.

Announce Next Meeting and Adjourn: The meeting was adjourned at 6:36 pm. The next meeting is March 10th at 5:30 pm.

Respectfully submitted,
Dan Riordan, CFC Staff Liaison