



A place where families and businesses thrive.

**CFC Meeting Minutes April 21, 2021
Zoom Community Auditorium**

<i>Minutes are unofficial until approved by the CFC. Minutes were approved without amendment</i>
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1. **Called to Order:** Chair Nakajima called the meeting to order at 5:33 p.m.

Present: Bruce Countryman, David Hunter, Declan Lynch, Jeremy Sapp, Mark Nakajima, Jen Warren

Absent: Michael Howell, Lance Schamberger

Staff: Dan Riordan

- 1.A. **Approval of Minutes:**

David moved/Bruce seconded and passed a motion to accept the March 10, 2021, meeting minutes.

2. **CFC Discussion:**

- A. Downtown Street Trees and 21st Avenue Festival Street Concepts: Dan introduced Melissa Erickson with MIG Consulting. MIG was chosen to prepare a conceptual design for converting 21st Avenue, from College Way to A Street, into a “festival street.” MIG is also tasked with preparing recommendations for planting and managing the street trees downtown. Melissa provided an overview of initial recommendations including tree species to plant downtown to diversify and increase tree canopy. Melissa noted that the recommendations consider reducing allergens which is sometimes overlooked when selecting street trees. Bruce requested that the Urban Forest Management Plan be used as a policy basis for the downtown street tree approach. Bruce also mentioned the need to involve downtown business and property owners in developing final recommendations. Melissa noted the project scope of work includes additional community outreach during May including direct outreach to the downtown businesses.
- B. Arbor Day Community Outreach Project: The Commission continued discussing the Arbor Day outreach video to inform the community about tree related issues including tree branches growing over property/fence lines. David noted that much of the work he does as an arborist involves disputes between property owners about this issue. The Commission reached consensus that the overall approach is headed in the right direction. Jen and Kristy asked that Commission members provide any relevant photos for the video including of tree branches growing over property lines and past Arbor Day celebration events. Discussion

will continue during the Commission's May meeting.

3. **Staff Communications:** Dan noted that traffic counts will take place along Pacific Avenue, between Quince Street and Yew Street and Commission members may see cameras going up. The counts are part of the TV Highway Safety Improvement Project intended to result in recommendations for pedestrian safety improvements including pedestrian crosswalks.
4. **Council Liaison Report:** Councilor Kottkey noted that City Council adopted goals and objectives for 2021. Councilor Kottkey noted one goal is improve communications and engagement and the Arbor Day video being produced fits into that goal.
5. **Adjournment and Announcement of Next Meeting:** Meeting adjourned at 6:34 p.m. The next meeting: May 12, 2021