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CFC Meeting Minutes March 9, 2022
Zoom / Community Auditorium

1. **Called to Order:** The meeting was called to order at 5:33 pm.

Present: Bruce Countryman, David Hunter, Jeremy Sapp, Councilor Kottkey

Absent: Michael Howell, Mark Nakajima, Jen Warren

Staff Present: Keith Hormann, Light and Power Director, Greg Robertson, Public Works Director, Anne Lane, Parks and Recreation Director, Tom Martin, Parks Supervisor, Dan Riordan, Senior Planner

Guest Present:

2. **Public Comment:**

3. **Consent Agenda:** Approve meeting minutes of January 12, 2022. David made a motion, seconded by Michael to approve the meeting minutes with one correction noting David attend an arborist conference not a forestry conference. The motion passed unanimously.

4. **Additions/Deletions:**

5. **Discussion/Decision/Presentation Items:**

- a) **Hazard Trees:** The Commissioner's present heard from staff representing several City departments assigned responsibility for trees in the city. Departments represented included the Light and Power, Public Works and Parks and Recreation Departments. Staff presented information on each department's role related to trees in the city. A common theme expressed was the need for a dedicated city arborist as the primary point of contact to handle tree related issues. Councilor Kottkey asked about communication to homeowners and if a public service video would be helpful. Councilor Kottkey noted the word needs to get out proactively and pre-emptively and the CFC can help with the education piece. Bruce Countryman noted the Urban Forestry Management Plan prepared by the Commission recommends moving forward with a methodology for assessing hazard trees. Bruce recommended developing a mitigation program for private property owners using a consistent methodology. Bruce asked if a fund should be set-up for taking care of tree removal and clean-up. David Hunter commented that he's glad to hear that the City is working on wildfire mitigation plan for consideration by City Council. David also mentioned that manuals are available for preparing tree risk

assessments.

- b) Arbor Month Tree Planting: The Commissioners present discussed the annual Arbor Month tree planting. This year there will be an in-person event at Thatcher Park. The tree planting will begin at 10:00 am on April 14th.
 - c) Arbor Day Proclamation and Annual Report to City Council – The annual Arbor Day proclamation will be presented during the April 11th City Council meeting. Chair Nakajima will also present the Commission's annual report to City Council on April 11th highlighting accomplishments during calendar year 2021 and the Commission's work program for calendar year 2022.
 - d) City Council Work Session: Downtown Street Trees: The City Council will conduct a work session at an upcoming City Council meeting to discuss policies related to street trees in downtown Forest Grove.
- 6. **Council Liaison Report:**
 - 7. **Commissioner Communications:**
 - 8. **Announcement of Next Meeting:** The next meeting will be on April 13, 2022.
 - 9. **Adjournment:** David made a motion, seconded by Michael to adjourn the meeting at 6:35 pm. The motion passed unanimously.

Respectfully Submitted,

Dan Riordan, Senior Planner
Staff Liaison to the CFC