



A place where families and businesses thrive.



CFC Meeting Minutes January 18, 2023

<i>Approved by CFC on February 15, 2023</i>
--

- A. **Called to Order:** The meeting was called to order by Vice-Chair Michael Howell at 5:34 p.m.

Members Present: Bruce Countryman, Shaun English, Michael Howell, David Hunter, Jeremy Sapp, Councilor Rippe (Via Zoom)

Members Absent: Mark Nakajima, Justin Marble

Staff Present: Dan Riordan

- B. **Public Comment:** None

- C. **Welcome New Members:** Vice-Chair Michael Howell welcomed new Commission members in attendance: Councilor Rippe (Council liaison) and Shaun English (student liaison).

- D. **Action Items:**

1. **Review and Approve Meeting Minutes; November 16, 2022:** David recommended a clarification to the last sentence in the second paragraph on page 2 to specify that injecting trees to reduce impacts has been used instead of spraying because spraying cannot be contained well. David made a motion, seconded by Shaun to approve the meeting minutes with the suggested clarification. The motion passed unanimously.
2. **Elect Officers for Calendar Year 2023:** David made a motion, seconded by Shaun to defer the election of officers to the February 15, 2023, to allow participation of absent members. The motion passed unanimously.
3. **Approve Calendar Year 2023 Meeting Calendar:** David made a motion, seconded by Shaun, to accept the 2023 meeting calendar as proposed. The motion passed unanimously. The Commission will meet on the third Wednesday of the month at 5:30 pm with no meetings in July or August.

- E. **Discussion Items**

1. **Emerald Ash Borer: Oregon Department of Agriculture Temporary Quarantine:** Dan informed the Commission that the Oregon Department of Agriculture issued a temporary quarantine banning the transport of wood materials beyond Washington County. The temporary quarantine will last until May 15, 2023, after which time the Oregon Department of Agriculture will assess the situation based on data collected. Dan also informed the Commission that the Oregon Department of Agriculture and Oregon Department of Forestry are testing a mobile incinerator that can be used to burn infected ash tree wood since burning is the preferred method of wood disposal. A demonstration was given at the Kyle Park property near B Street in December. Dan noted the incinerator requires a DEQ permit based on information provided at a recent Emerald Ash Borer Task Force meeting conducted by the Oregon Department of Agriculture.
 2. **Begin 2023 Arbor Month Event Planning:** The Commission discussed holding the Arbor Day tree planting at Thatcher Park or Lincoln Park. Dan offered to contact the City's Parks Supervisor about the location. David offered to purchase a plaque to place at one of the trees to honor former City Council liaison Ron Thompson. David recommended a tree variety be selected in coordination with the family. Councilor Rippe offered to contact Mrs. Thompson to find out what Ron's favorite trees were.
- F. **Council Liaison Report:** Councilor Rippe mentioned he met with former-Councilor Kottkey to get up to speed on the Commission's work. Councilor Rippe also noted that his approach will be different from Councilor Kottkey's and he would like to hear from the Commission members about how best to use the Council Liaison Report time on the agenda to inform the Commission.
- G. **Commissioner Communications:** The Commission had a robust discussion on homelessness affecting the community including camping near sensitive areas near streams. Councilor Rippe suggested the Commission draft a letter to City Council expressing concerns.
- H. **Staff Communications:** Dan mentioned that City Council meeting on Monday night, January 23rd, will include a work session on restructuring the City's boards and commissions. Dan noted that Forest Grove has many more boards and commissions than other cities in Washington County.
- I. **Announce Next Meeting and Adjourn: February 15, 2023:** David made a motion, seconded by Jeremy to adjourn the meeting at 6:25 pm.

Respectfully Submitted, Dan Riordan, Senior Planner
Staff Liaison to the CFC