City of Madras
Urban Forestry Commission
216 NW "B" Street

January 5, 2016
6 P.M.

MINUTES

I. CALL TO ORDER

The Urban Forestry Commission meeting was called to order by Vice Chair Brad Jorgensen at 6:00 p.m. on January 5, 2016 at the Public Works Building located at 216 NW B Street.

MEMBERS PRESENT
Rebekah Burchell
Brad Jorgensen
Rob Osborn
Tom Brown

STAFF MEMBERS PRESENT
Parks Supervisor; Jon Burchell
Public Works Administrative Assistant; Michele Quinn

VISITORS PRESENT
Stan Nowakowski

II. CONSENT AGENDA

A. Approval of Agenda
B. Minutes for the December 8, 2015 Special Meeting

APPROVAL OF AGENDA AND MINUTES
A motion was made by Becky Burchell; seconded by Rob Osborn; to approve the December 8, 2015 Special Meeting minutes, and agenda as presented, motion passed unanimously.

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III. VISITOR COMMENTS

Stan Nowakowski introduced himself and told the Commission that he serves on the Public Works and Parks Committee, Friends of Willow Creek Canyon, and he would like to see the City participate in an Earth Day clean-up. The Commissioners then introduced themselves.

IV. NEW BUSINESS

A. Update Urban Forestry Management Plan

The Commission continued working through the Urban Forestry Management Plan starting on page 46.

Jon Burchell told the Commission that he had spoken with Jeff Hurd, Public Works Director, about the Urban Forestry management plan update and Jeff would like to keep everything in the plan and only omit items that really don't make sense. The Public Works Director is working on updating the City's Street Standards and should have that complete by June. Jeff would like to have all the relative material needed from the updated Street Standards included in the Urban Forestry Management Plan. The Commission agreed.

The Commission talked about making some of the figure examples larger and easier to read. The Commission would like to update the history section and add new projects along with the Tree City USA designation. They discussed adding more website resources to the current list.

Jon Burchell handed out the recommended street tree list with the latest revisions. He asked the Commission about the Pacific Dogwood and suggested it be removed because they grow well in zone 7-8, we are in zone 4-5. The Commission agreed that the Pacific Dogwood needed to be removed from the street tree list. The Commission liked the changes that were made to the street tree list.

The Commission discussed adding information on calling in locates before planting and also more clarification regarding planting trees in and around alley ways.

B. Partner in trail adoption with Middle Deschutes Water Council

Jon Burchell told the Commission that the Middle Deschutes Water Council (MDWC) has hired John Speece as the MDWC Coordinator. Jon Burchell informed the Commission that John Speece is very excited about involving the kids in the MDWC and he has already begun working with the Culver School District STEP program. John Speece would also like to work on getting the Madras kids involved in the program. The MDWC would like to know if the Urban Forestry Commission would consider letting them adopt one of their two sections of trail for them to clean-up.

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The Commission discussed which sections of trail they would consider giving to the MDWC. The Commission decided to give the 9th to B Street trail section to the MDWC for adoption.

Jon Burchell invited the Urban Forestry Commission to attend the MDWC meeting on February 23, 2016 at 4:30 in the General Aviation Building at the Airport.

C. Election of Chair Person and Vice Chair Person
A motion was made by Tom Brown; seconded by Rob Osborn; to table the appointment of new Chair and Vice Chair to the next meeting due to missing members, motion passed unanimously.

V. Updates

A. Industrial Park Green Way
Jon Burchell informed the Commission the project is complete. The contractor will be back in spring to pressure up the system, adjust sprinkler heads and check for leaks. They will also bring in top soil to address any areas that may have settled over the winter. When the contractor is done and all punch list items are complete the City will go in and over seed the entire area so it will grow back lush and green.

B. Downtown Sidewalk Grant Program
Jon Burchell told the Commission that the Public Works Dept. are going through downtown and grinding the areas that are a trip hazard. In the spring we will come back and pull the concrete panels, address any tree issues and replace with new concrete.

VI. ADDITIONAL DISCUSSION

No Additional Discussion

VII. ADJOURN

The Urban Forestry Commission Meeting was adjourned at 6:45 p.m.

Respectfully Submitted

Michele Quinn
Public Works Administrative Assistant

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