



THE CITY OF **MADRAS**

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

May 3, 2016
6 P.M.

MINUTES

I. CALL TO ORDER

The Urban Forestry Commission meeting was called to order by Chair Bill Donaghu at 6:05 p.m. on May 3, 2016 at the Public Works Building located at 216 NW B Street.

MEMBERS PRESENT

Rebekah Burchell
Rob Osborn
Bill Donaghu
Stan Nowakowski

STAFF MEMBERS PRESENT

Parks Supervisor; Jon Burchell
Public Works Administrative Assistant; Michele Quinn

VISITORS PRESENT

II. CONSENT AGENDA

- A. Approval of Agenda
- B. Minutes for the April 11, 2016

APPROVAL OF AGENDA AND MINUTES

A motion was made by Rebekah Burchell; seconded by Rob Osborn; to approve the April 11, 2016 minutes, and agenda as presented, motion passed unanimously.

III. VISITOR COMMENTS

No Visitors

1- Urban Forestry Commission Meeting
May 3, 2016

216 N.W. "B" Street, Madras, OR 97741 Telephone (541)475-2622 – Fax (541)475-1038

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IV. NEW BUSINESS

A. Review Ordinance No. 527 Urban Forestry Ordinance

Jon Burchell asked the Commission for proposed changes they would like to see made to Ordinance No. 527. We would like to have the Commission have more authority so we don't have to go to Council for everything we make decisions on.

The Commission discussed the changes to be made to the ordinance including the powers and duties, Public Works Director and Designee.

Jon told the Commission he will work on the changes discussed and bring back a draft for approval before we take this to Council.

V. Updates

A. Downtown Sidewalk Grant Program Tree Approval

Jon Burchell told the Commission that Ryan Simmons has pulled the panels by Spiffy Car Wash and AmeriTitle. We have removed the trees where there is no available irrigation and the sidewalk has been poured back. We will start working on Fourth Street; GTI will remove the dead trees in front of the lawyer's office and the pawn shop. You should see this happening by the end of May. We will have the sidewalk poured and then we will come in and replace the trees. We are only replacing one of the trees by the pawn shop because of the awning. After July first we will replace the trees by Reynoso Jewelry. We will start on the next group of sidewalk replacement after July 1, 2016 when we have funding available in the budget.

B. Hwy 97 and L Street Pedestrian Improvement Project Tree Approval

Jon Burchell informed the Commission that this project is complete and we finished on time and within the budget. The project went very well with little to no issues.

C. Update Urban Forestry Management Plan

Jon Burchell said that the City has heard back from the Engineer and the changes we would like to have made to the street standards. We will now sit down and go through them and I will bring back the changes that will be implemented in the Urban Forestry Management Plan.

D. Arbor Day Activity Update

Rebekah Burchell told the Commission that she and Stan presented the poster winners with bird houses and the first place winner also received \$20.00. The Pioneer ran an article on the Arbor Day Activity. Next year we need to start early gathering the materials maybe January or February. We have the Metolius School on board to participate in Arbor Day next year.

Bill Donaghu said we should send thank you letters to Warm Springs Forestry and Madras Builders for their donations.

The Commission agreed that would be a nice gesture to send a thank you letter.

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E. South Y Project Update

Jon Burchell told the Commission that the weeds have been sprayed and the grass is coming in nicely. They will go back and reseed where it is needed. They are going to start replacing the trees that did not make it through the winter.

VI. ADDITIONAL DISCUSSION

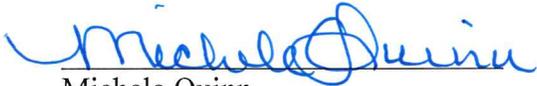
- Jon Burchell told the Commission that we have received our growth awards and we will get them put up.
- Michele Quinn informed the Commission that it was time for them to renew their Adopt-a-Trail Program Agreement if they wanted to continue with their section of trail.
The Commission agreed that they would continue and filled out the agreement.
- The Commission discussed the month of June and July and decided they would cancel the June and July meetings and would meet again in August.

A motion was made by Rob Osborn; seconded by Stan Nowakowski; to cancel the June and July Urban Forestry Commission meetings, motion passed unanimously.

VII. ADJOURN

The Urban Forestry Commission Meeting was adjourned at 6:40 p.m.

Respectfully Submitted



Michele Quinn
Public Works Administrative Assistant