



Madras Urban Forestry Commission
City Hall Council Work Room
125 SW "E" Street

February 6, 2024
6 P.M.

AGENDA

- I. **Call to Order**
- II. **Consent Agenda**
 - A. Approval of Agenda
 - B. Approval of Meeting Minutes.
- III. **Visitor Comments**
- IV. **New Business**
 - A. Nominate Chair and Vice Chair
 - B. Consideration of appointment John Arena
 - C. Arbor Day
 - a. Location – Still need
 - b. Date
 - c. Theme – Still need
 - d. Volunteers and Planning
 - D. Nomination of John Arena
- V. **Updates**
 - A. Willowcreek Clean-up – Michele Quinn
 - B. Yard Beautification program – Patricia Spencer
 - C. Project updates- Jeff Hurd
- VI. **Additional Discussion**
- VII. **Adjourn**

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COUNCIL

MEETS FIRST TUESDAY OF EACH MONTH

125 S.W. "E" Street, Madras, OR 97741 Telephone (541)475-2344 – Fax (541)475-1038

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Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the above referenced meeting; however, the agenda does not limit the ability of the Urban Forestry Commission to consider additional subjects. Meetings are subject to cancellation without notice.

This meeting is open to the public and interested citizens are invited to attend. This is an open meeting under Oregon Revised Statutes, not a community forum; audience participation is at the discretion of the Commission. The meeting may be audio taped. Minutes of this and all public meetings are available for review at the Madras City Hall. The meeting place is handicapped accessible. Those needing assistance are asked to contact the City Recorder two (2) days in advance of the meeting.

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

January 2, 2024
6:00 P.M.

MINUTES

I. CALL TO ORDER

The Urban Forestry Commission meeting was called to order by Louise Muir acting Chair at 6:00 p.m. on January 2, 2024, at the Madras City Hall located at 125 SW "E" Street.

MEMBERS PRESENT

Louise Muir
Patricia Spencer
Becky Burchell
Cindy Stanfield
Gary Walker
Joran Vasquez

STAFF MEMBERS PRESENT

Public Works Manager; Michele Quinn
Jeff Hurd; Public Works Director

VISITORS PRESENT

II. CONSENT AGENDA

A motion was made by Patricia Spencer; seconded by Cindy Stanfield; to approve the Consent Agenda as presented, motion passed unanimously.

III. VISITOR COMMENTS

No Visitors present.

IV. NEW BUSINESS

A. Solar Power Speed Signs

Jeff Hurd presented the Committee with a brochure for solar powered speed signs. The proposed signs would flash the speed of the car as it approached. There was a continued discussion on how the speed signs will work and the possibility of installing them in other areas. Staff suggested that we order the proposed speed signs and see how affectively they work on Oak Street.

A motion was made by Patricia Spencer; seconded by Jordan Vasquez; to recommend the purchase and installation of two solar powered speed radar signs to be installed on Oak Street.

1- Urban Forestry Commission Meeting
January 2, 2024

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B. Arbor Day Discussion

Michele Quinn told the Committee that items below will start the conversation and might take a couple of months to have everything planned out.

- a) Location – No decision was made there was discussion of using City Hall as our Arbor Day event. Other ideas were along Hwy 26, Schools including Metolius, areas along the trail system.
- b) Date – Arbor Day event will be held on April 26, 2024, at 11:00 a.m.
- c) Theme – We will come back with theme ideas during the February meeting.
- d) Volunteers and Planning – Michele Quinn addressed the need for everyone to be available for the planning and execution of Arbor Day we had posters that were chosen for awards last year that were never awarded their bird house. There was a discussion on whether or not we will be able to have bird houses ready for this years event. We need to check in with Bill Donaghu to see if he is still willing to make houses and if he still has access to tree saplings.

V. UPDATES

A. Hoffman Park Project

Jeff Hurd told the Committee that we are working with a consultant to begin the design of the park. We will be bringing the 10th Street extension to Council to approve the buildout that will be required for the park. The build out of 10th Street was not included in the grant. The extension of 10th Street is eligible to use SDC's on the build out.

B. City Hall Tree Selection

Michele Quinn asked the Committee about the tree selection for City Hall now that the trees have been removed. The Committee agreed that the building looks really good with out the large trees but would like to see City Hall decorated during the holiday season. There was a discussion about planting an evergreen that could be decorated during the holiday season. We will leave this topic on the agenda for future discussions.

C. Willow Creek clean up.

Michele Quinn told the Committee that staff is working with Department of Corrections (DOC) to have a inmate crew clear some of the overgrown brush out of Willow Creek. We will start the crew behind Public Works and have them work for a week to see how far they can get.

D. Yard Beautification

Patricia Spencer said that they will bring the information to the February Meeting and will hopefully have members from the Garden Club to attend the meeting.

E. Project updates

Jeff Hurd gave updates on the following projects:

- Warming Shelter – will have occupancy by Friday.
- Cedar Street Storm – Work will begin within the next month.
- Sagebrook Subdivision – Plat has been recorded.
- Odor Control SWWTP – Project is just about wrapped up.
- Grizzly Estates and Willow Heights developments.

- Sun Drive four plex development
- 10th Street paving project
- Earl to Colfax – Storm Water
- Demers Pump Station
- Airport Apron Project
- Willowbrook Park and Golf Cours cart path
- Bean Way sewer extension
- Olive Street improvement

VI. Additional Discussion

- Louise Muir asked about the Senior Apartments.
- Patricia Spencer asked about the street survey.

VII. ADJOURN

The Urban Forestry Commission Meeting adjourned at 7:35 p.m.

Respectfully Submitted

Michele Quinn

Michele Quinn

Public Works Office Coordinator

Michele Quinn

From: JOHN ARENA <jvarena@crestviewcable.com>
Sent: Sunday, January 7, 2024 5:02 PM
To: Michele Quinn
Subject: Re: Urban Forestry Meeting

Hi Michele I;d like to continue on UFC I' HAD COMPUTOR PROBLEMS. iF IT;'s OK i'D LIKE TO CONTINUEVE
John

----- Originthe the UFC Message -----
From: "Michele Quinn" <mquinn@ci.madras.or.us>
To: "JOHN ARENA" <jvarena@crestviewcable.com>
Sent: Wednesday, January 3, 2024 2:51:12 PM
Subject: RE: Urban Forestry Meeting

Hello John, your term ended on December 31, 2023 I sent you an email asking if you wanted to continue on the UFC or if you are ready to retire. Please let me know what you plan on doing and I will take it to the Urban Forestry Committee.

-----Original Message-----
From: JOHN ARENA <jvarena@crestviewcable.com>
Sent: Wednesday, January 3, 2024 12:19 PM
To: Michele Quinn <mquinn@ci.madras.or.us>
Subject: Re: Urban Forestry Meeting

Sorry Michele I'm at the coast. Hopefully I can make the next meeting John

----- Original Message -----
From: "Michele Quinn" <mquinn@ci.madras.or.us>
To: "Jeff Hurd" <jhurd@ci.madras.or.us>, "Will Ibershof" <wibershof@cityofmadras.us>, "Chris Funk" <cfunk@ci.madras.or.us>, "Cindy Stanfield" <cindygrams22@yahoo.com>, "Connie Hemenway" <CHemenway@ci.madras.or.us>, "Gary Walker" <gwalker@ci.madras.or.us>, "Jordan Vasquez" <JordanRVasquez@hotmail.com>, jvarena@crestviewcable.com, "Louise Muire (Immuir35@gmail.com)" <Immuir35@gmail.com>, "Patricia Spencer" <pspencer@cityofmadras.us>, "Pat Kruijs" <pkruis@madraspioneer.com>, "Rebekah Burchell <rebekahdod@yahoo.com> (rebekahdod@yahoo.com)" <rebekahdod@yahoo.com>, "William Donaghu" <bdonaghu43@gmail.com>
Sent: Friday, December 29, 2023 1:54:06 PM
Subject: Urban Forestry Meeting

Hello everyone, please see the attached packet for the Urban Forestry Committee. We are scheduled to have our meeting on January 2nd at 6:00 p.m. at City Hall. If you are unable to make the meeting, please let me know so we are sure to have a quorum. Have a Happy New Year!!

Have a great day!

Michele Quinn
Public Works Manager

City of Madras Public Works Dept.
125 SW "E" Street
Madras, OR 97741
Office: 541-325-0313
Cell: 541-777-7347

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Arbor Day 2024

When – April 26, 2024, at 11:00 a.m.

Theme – TBD

Location – TBD (ideas included City Hall, schools, trails)

Prizes – TBD

Suggested themes

- Trees, Butterflies, Bees and me
- The Trees out our window
- The importance of trees
- Plant a Tree
- Plant trees for the lungs of the world
- Celebrate trees
- Time for trees
- Trees plant a cooler future
- Trees make me happy
- Trees bring us together
- Trees are good for life
- To be a tree...