



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

September 5, 2023
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 September 5, 2023, at the Public Works Building located at 125 SW "E" Street.

MEMBERS PRESENT

Louise Muir
Patricia Spencer
Becky Burchell
Jordan Vasquez
John Arena
Gary Walker

STAFF MEMBERS PRESENT

Public Works Office Coordinator; Michele Quinn
Operations Manager; Chris Funk

VISITORS PRESENT

II. CONSENT AGENDA

A motion was made by Becky Burchell; seconded by John Arena; to approve the Consent Agenda as presented, motion passed unanimously.

III. VISITOR COMMENTS

No Visitors present.

IV. NEW BUSINESS

A. City Hall Tree Removal/Tree Selection

Chris Funk told the Committee that the two large cotton wood trees in front of City Hall have come to the end of their life cycle. We are currently looking at getting quotes for removal of the trees. We will need to do quite a bit of root removal and will need to bring in topsoil to fill in the area. There will be repairs needed to the irrigation system and grass will be planted back. We would like the Committee to start thinking about what type of trees would be preferred to replace the current trees.

1- Urban Forestry Commission Meeting
September 5, 2023

125 SW "E" Street, Madras, OR 97741 Telephone (541)475-2622 – Fax (541)475-1038

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There was a continued discussion on different types of trees and possibly planting Blue Spruce that could be decorated during the Christmas season.

B. Hoffman Park Update

Michele Quinn informed the Committee that we have been chosen to receive funding for Hoffman Park. We will be coming back to the Committee for recommendations on trees and design of the park.

V. UPDATES

A. Project Updates

Michele Quinn gave the Committee an update on the current projects that are ongoing and the projects that are in the closing phase.

B. Garden/Yard Beautification

Patricia Spencer talked about working on the beautification project we need to prepare for the coming spring. We are wanting to get residents engaged and excited about their yards.

There was a continued discussion about what types of incentives will be given to get residents to participate. Patricia also mentioned that she would like to see the Committee to take this on and not task staff with the project.

C. Urban Forestry Grant

Michele Quinn informed the Committee that we should find out sometime in October if we will be awarded funding.

VI. Additional Discussion

- Louise Muir brought up the van that has been parked and broken down on Madison Street it has been there for at least two years.
- Patricia Spencer asked about who changes out the banners and how often they were changed.
- Becky Burchell asked about Bean Park and if we will be adding a dog park?
- Becky Burchell asked about the construction on Loucks Road.
- Becky Burchell requested that the new City Administrator attend some of the Urban Forestry meetings.

VII. ADJOURN

The Urban Forestry Commission Meeting adjourned at 6:47 p.m.

Respectfully Submitted

Michele Quinn

Michele Quinn
Public Works Office Coordinator

2- Urban Forestry Commission Meeting
September 5, 2023

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