



MINUTES

Coburg Parks | Tree Committee

Coburg City Hall, 91136 N. Willamette Street

June 20, 2023 - 6:00 p.m.

MEMBERS PRESENT: Mary Mosier, Chair; Tom Beatty, Lonna Metson, Colleen Marshall, Joe Morneau

MEMBERS ABSENT: Karen Coury

GUESTS/STAFF PRESENT: Claire Smith, Coburg City Council; Brian Harmon, Public Works Director

CALL TO ORDER/ROLL CALL

Ms. Mosier called the meeting to order at 5:55 p.m. A quorum was established.

AGENDA REVIEW

Ms. Mosier said a brief discussion of Pavilion Park would be added to the agenda.

APPROVE MINUTES FROM MAY 18, 2023, WORK SESSION AND REGULAR MEETING

MOTION: Mr. Beatty, seconded by Ms. Metson, moved to approve the minutes of the May 18, 2023, work session and regular meeting. The motion passed 4:0.

Ms. Marshall arrived at 5:59 p.m.

CITY UPDATES/CITY ADMINISTRATOR REPORT

Mr. Harmon reported that an update on the Loop 4 Bike Path was presented to the City Council last week. He said the changes to the design moved the path out to the sidewalk edge; the path would be two lanes with a concrete rolled curb and reflectors. The project cost had increased by \$600,000 and the design was modified in order to keep retain both the loop path and pavement preservation as elements of the project.

COMMITTEE BUSINESS

Brainstorming Ideas for Fund Raising

Mr. Betty said a number of ideas were being considered, including a giving tree and selling bricks. A booth could be set up in the park during concerts as well. He said it would be useful to have a design available in order to generate public interest.

Ms. Mosier noted that one of the benches would be donated and it would be helpful for the public to be able to see how their donations would be used.

Mr. Harmon said the cost of the redwood bench he had discussed at the previous meeting was \$500. He sent the specification for a new bench to the person who would be making it, but had not yet heard back on a price.

There was consensus among committee members to have a booth during concerts at the park. Other ideas included announcing the booth and fund raising campaign on the City's website, soliciting ideas from the public on other things for which people could donate funds, creating a sign to demonstrate progress towards fund raising goals, and offering donors a dedication option if they contributed the entire cost of an item.

A list of items for which people could donate, such as picnic tables, fountains, trees, plants and restrooms could be developed, possibly prioritized, and a monetary goal established.

Mr. Harmon described the footprint of a two-stall restroom so it could be included in the park design, although depending on other elements in the design and available funding, it could be downsized to a one-stall restroom.

Mr. Morneau suggested that Cutting Edge Landscape, Inc. be considered to design the park. Mr. Harmon and Mr. Beatty would work on developing additional fundraising ideas.

Application for Open Committee Seat

MOTION: Ms. Mosier, seconded by Ms. Metson, moved to accept the application of Michelle Shattuck for the open Tree Committee seat and recommend her appointment to the City Council. The motion passed 5:0.

Pickleball Grand Opening

The grand opening was scheduled for 2:30 p.m. on Thursday, June 22.

Work Party

Ms. Mosier reported that she and Mr. Betty weeded around the flagpole. She said Pavilion Park would be the next work party site on July 17, 2023, at 8:00 a.m.

Johnny Diamond Grass Update

Mr. Harmon said the existing grass could be cultivated for about \$2,000 and for an extra \$8,000 soil could be added and worked into the ground. J.C. Unger of Stone Goat Mower would perform the work.

Mr. Harmon said he hoped to get seed donated and would try to negotiate a lower price for the soil mitigation.

In response to a question from Ms. Mosier, Mr. Harmon said that a sand pit and volleyball net could be considered and staff would be discussing other options for the site.

Ms. Smith observed that maintenance requirements for the park could be reduced if options such as bark dust and paving in some areas were considered. Mr. Harmon agreed that lower maintenance alternatives should be considered at staff fatigue set in with the amount of maintenance currently needed, along with other Public Works projects. Those alternatives could be discussed with the committee in the coming winter.

Veterans Memorial Update

Mr. Harmon said design elements had been painted on the ground to better visualize the project. He described composition of the walking paths and borders. Materials would be purchased in the coming week, including roses. He wanted to expend funds that would expire on June 30, and then work on the project during the next fiscal year. He said the City of Halsey had a beautiful veterans memorial area and he would see if similar features could be a part of Coburg's veterans memorial. Mr. Morneau volunteered to research medallions

Other Items

Mr. Harmon distributed information on restrooms and discussed the different models available. He was waiting for price quotes.

ADJOURNMENT

Ms. Mosier adjourned the meeting at 6:40 p.m.

(Minutes recorded by Lynn Taylor, LCOG)

APPROVED by the Coburg Parks | Tree Committee on this 18th day of July, 2023.

Signature original to Chair for Signature 7/21/2023

Mary Mosier, Chair

ATTEST: _____
Sammy L. Egbert, City Recorder