



MINUTES

Coburg City Council Work Session

September 23, 2025 at 6:00 PM

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Mayor Bell, Cathy Engebretson, Jaymason Bouwman, Donnie Myers, Claire Smith

MEMBERS ABSENT: Alan Wells, John Lehmann

STAFF PRESENT: Adam Hanks, City Administrator; Larry Larson, Coburg Police Chief; Megan Winner, Planning Director

TRANSCRIBED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

Mayor Bell called the City Council Work Session to order at 6:03pm.

ROLL CALL

City Administrator, Adam Hanks called roll. A quorum was present.

WORK SESSION INFORMATION

In addition to the packet, Ms. Bell notified council of the Mayor's Community Financial Update document and meetings, which she will be hosting in October and November to give the community a chance to talk with the mayor about financial discussion points and concerns.

1. Fiscal Year 2025-26 Council Framework and Action Items in Progress

Mr. Hanks presented the FY2025-26 Council Framework update, going over current fiscal year framework actions and the city's progress with those, the FY2026 council meeting look ahead which ties into the framework, and the framework document as a whole. Hanks explained the uses and breakdown of these documents and where each item's progress stands.

Mr. Bouwman asked what the priority was for the park restroom security issue. Mr. Hanks said it is a high priority, but they are trying to find the best solution for the issue and will hopefully have it installed within the next 4-6 weeks.

2. Zoning Code Amendment Overview

Mr. Hanks noted that the zoning code amendment overview has been a big project and large workload that Ms. Winner has been working on. Ms. Winner went over the zoning code amendments that affect Coburg.

Winner explained that this is a change to the zoning code ordinance, which first went to Planning Commission who provided recommendation to Council, and will be presented to Council two more times for the first and second reading of the ordinance. The two components of the proposed changes are to parking reform, and walkable design standards. DLCD contracted with LCOG to perform a code audit of Coburg's current zoning code and existing land use regulations against the model code developed specifically for cities to achieve compliance with those design standards. A lot of what Coburg is currently doing is already in line with the intent of the state's rule making. There are some other very minor changes, which are all listed in the matrix that was provided to council before the meeting.

Ms. Bell asked if they would anticipate any changes to the parking facilities on N. Coburg Industrial. Ms. Winner said it could open up potential for off street parking, but if parking is needed, it is not likely that property owners will eliminate parking that is in high use.

Mr. Bouwman asked if there is any changes or mention of ADA accessibility. Ms. Winner said there isn't anything for ADA alone, but it is mentioned consistently throughout all changes to make sure those standards are still met appropriately.

The first reading is scheduled for the October City Council meeting. Ms. Winner noted that current businesses will not have to take action to comply with the new rules, but it can offer some flexibility with the parking they were previously required to have. However, this will cause parking to be more of a city issue rather than a business issue. They discussed the right-of-way issues the city comes across with parking and mentioned possibly putting more information out to the public about what residents can and can't do as far as the use of the rights-of-way in front of their properties.

Ms. Winner also mentioned that there are some uses that are exempt from the maximums, like eating and drinking establishments.

ADJOURNMENT

Mayor Bell adjourned the meeting at 7:23 pm.

APPROVED by the City of Coburg City Council on this _____ day of _____, 2025.

Nancy Bell, Mayor of Coburg

ATTEST: _____
Sammy L. Egbert, City Recorder