



## **MINUTES**

### **Parks Tree Citizen Advisory Committee**

July 15, 2025 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

**MEMBERS PRESENT:** Chair, Tom Beatty; Coleen Marshall, Joe Morneau, Mary Mosier

**MEMBERS ABSENT:** Vice Chair, Michelle Shattuck; Lonna Meston, Karen Coury

**GUESTS/STAFF PRESENT:** Adam Hanks, City Administrator; Claire Smith, Council Liaison

**TRANSCRIBED BY:** Administrative Assistant; Madison Balcom

#### **CALL TO ORDER**

Chair, Tom Beatty called the meeting of the Coburg Parks Tree Citizen Advisory Committee to order at 6:00 pm.

#### **ROLL CALL**

City Administrator, Adam Hanks called roll. A quorum was pre-established.

#### **AGENDA REVIEW**

There were no changes made to the agenda.

#### **MINUTES APPROVAL**

##### **1. June 17, 2025 Park Tree Committee Minutes**

**MOTION:** Ms. Marshall moved, seconded by Ms. Mosier to approve the June 17, 2025 minutes as presented.

*The motion passed unanimously as 4:0, with Beatty, Marshall, Morneau, and Mosier voting affirmatively, none opposed.*

#### **COMMITTEE BUSINESS**

##### **2. Hazards and Park Issues**

Mr. Hanks provided an update on the progress on getting the remote door locks for the restrooms at Norma and Pavilion, likely incorporating them into the City Hall security system with a plan to have them installed in the next 6-8 weeks. Mr. Morneau mentioned that some residents have raised the idea of a camera at Pavilion. Hanks noted that it is possible to have a

security camera installed if the communication system that the remote lock hardware uses is compatible and strong enough. If not, that would be a separate and more expensive item to install and would be done at a later date. Morneau also noted that some have expressed interest in a camera being available to stream the various events that are held at Pavilion. Hanks noted that such a system would be very different from the security camera installation and includes upfront and ongoing costs and brings with it policy issues that Council would need to address. The Committee agreed that this issue is more of an idea/concept and not a current high priority.

Hanks also gave an update on the potential of partnering with a homeowner that backs up to the parkrow on Van Duyn to get irrigation extended to the trees that are dead. Mr. Beatty encouraged staff to remove the dead trees as soon as possible and Hanks agreed that staff would get that on their list.

### **3. Work Party Update**

Ms. Marshall said they have a work party coming up on the 21<sup>st</sup> at Johnny Diamond at 8am. They decided not to schedule a work party in August.

### **4. Park Project Updates**

Mr. Hanks said that he and Brian Harmon had a meeting at Pavilion with the Rexius fountain team. They were trying to get an idea of scale and cost, and what is available using the concepts of the original discussion. Rexius will put together that information and get it back to staff for the September meeting, along with some design drafts to go over. Committee members had some questions about the process. Hanks explained how the design process and cost estimation process works, and what will work best for the city. They also talked about fundraising and donation opportunities once the design is done.

Ms. Mosier mentioned that someone had parked on the concrete next to the bike hub at the concerts in the park last week. Mr. Hanks said they will have a temporary solution to block that off for this week, then talk to Megan Dompe about how to address that for future weeks. Hanks also mentioned that they are planning to take a section of the info booth out so that people can walk all the way through it, now that there is a path on the other side as well.

Hanks said there will be an upcoming discussion on Johnny Diamond, the yearly hedge trimming at Jacob Spores will be coming up in August, there have been a few irrigation repairs at Norma Pfeiffer, and the sign on the Norma restrooms was removed, so the backup sign was put up for now.

### **5. Pavilion Park – New Signage**

Mr. Hanks recapped the signage naming and location recommendation from the last meeting. The design mockup is in the packet. Hanks would like some input from the committee on the details so they can lock in the font and design to be similar to the other parks. The committee preferred not to use the script font, instead the same font as above, just smaller and not all capital letters. They also discussed shortening the concrete height.

## **6. Future Meeting Agenda Items**

The final Veterans Memorial Medalion Design will be coming up soon. Hanks said they will be talking about the community engagement plan for Coburg Creek Park in the fall. They discussed the size of the park and potential development area, as well as how much the community will actually use it, the maintenance it will require, and what the park system may need. They also vaguely discussed the naming of the park.

## **CITY UPDATES**

### **7. City Administration Report – July 2025**

This report was provided. There were no questions from the committee.

## **ADJOURNMENT**

Chair, Tom Beatty adjourned the meeting at 7:24pm.

**APPROVED** by the City of Coburg Park Tree Citizen Advisory Committee on this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Tom Beatty, Chair

**ATTEST:** \_\_\_\_\_  
Sammy L. Egbert, City Recorder