



Coburg City Council
September 22, 2020
Coburg City Hall
91069 North Willamette St., Coburg, Oregon

Councilors Present: Ray Smith, Mayor; Nancy Bell, Mark Alexander, John Lehmann, Patricia McConnell, John Fox.

Staff Present: Anne Heath, City Administrator; Sammy Egbert, City Recorder; Megan Winner, RARE Participant; Tim Gaines, Finance Director.

1. Call Meeting to Order/ Pledge of Allegiance/Roll Call

Mayor Smith called the meeting of the City Council to order at 7:00 p.m. He went over the COVID-19 measures for meeting in person and then led the Pledge of Allegiance. City Recorder Sammy Egbert called the roll and announced that there was a quorum.

2. Agenda Review

Ms. Egbert noted that Resolution 2020-19 authorizing the City of Coburg to refinance outstanding loans and providing for related matters would be pushed until the next meeting.

3. Mayor Comments

Mayor Smith thanked the Councilors for all their hard work and apologized for missing a meeting. He was glad to have a Council filled with active members who asked important questions. Mayor Smith appreciated the amount of work that staff had taken on top of COVID-19 restrictions. He mentioned that he had a meeting with the Economic Development Committee earlier and the vision project for Main Street would be coming to them soon.

4. Citizen Testimony

A written testimony from Analee Fuentes and Martin Weissbarth was provided to the City Council.

Pat Zaklan thanked the Councilors for all their hard work. He was there that night to talk about how most people in the community did not want Coburg to grow. Mr. Zaklan asked the Council to survey the community before making changes, because they would see that people did not want growth.

5. Response by City Council

Mayor Smith noted that most of the Councilors probably did not want to see expansion either, but they were required by the State to plan for growth. He had gotten involved in local

government because he wanted to make sure any growth worked for Coburg. Their job was to make sure that hurdles were put up so that when growth happened it was in the best interest of the community. Mayor Smith pointed to their recent appeal of the Wiechert subdivision as an example of them stopping growth that was not in their best interest.

Councilor McConnell stated that she had spent seven years on the Planning Commission and felt the same way. However, there was only so much that could be done.

6. Consent Agenda

- a. Minutes June 9, 2020 City Council**
- b. Minutes July 14, 2020 City Council**

MOTION: Councilor Fox moved, seconded by Councilor McConnell, to approve the Consent Agenda. The motion passed unanimously.

7. Special Guest

- a. Zoe Anton with Urban Collaborative on Coburg Built Out Scenario Planning Survey**

Zoe Anton, a Program Director at Urban Collaborative, was there to present the Coburg Built Out Scenario. She first wanted to go over the rest of the schedule for the project. The public survey would close on September 25, 2020 which was later than originally scheduled. She would then be back at the in October to present on the final presentation to City Council. Then a final draft report would be given on October 22, 2020.

Ms. Anton mentioned that the Coburg demographics were based on the 2018 US Census. The population estimation for 2020 was 1,295 and there were 475 residential units. There were 2.7 people per residential unit in the City. Owner-occupancy was 68% which meant they had a diverse housing market. The 2019 PSU Projections showed that by 2044 the Coburg population would be 1,678 (an increase of 383). In order to house that number 142 new homes would have to be built.

Ms. Anton went over Coburg's Community Vision Statement. She said that it was very thorough and helpful to know what the City wanted for its homes. The statement mentioned wanting "beautifully maintained parks, green spaces, and well-lit bike and walking paths" as well as "an attractive range of housing options" that stayed "consistent with its small-town appeal".

Ms. Anton said that there were eight settings available for the City to build on. The first four settings were zoned either residential or central business. The other four were zoned highway commercial and industrial. For this meeting they would be looking at setting 2 and potential buildouts for that location. It was zoned central business, mixed-use, and historic overlays.

The first scenario for the location was commercial with 0 residential units. There would be 56 commercial parking spaces and 150 district parking spaces. Ms. Anton mentioned that this scenario provided a low-density development alternative. The setting was dominated by

surface parking and contained a commercial structure to the rear of the setting. The scenario produced minimal economic benefit in the developable area.

The second scenario would be mixed-use zoned. There would be 36 residential units, 12 single-family townhomes and 24 multi-family apartments. There would be 2 parking spaces per unit, 72 spaces total, 28 commercial spaces, and 80 district spaces. Ms. Anton stated that this scenario provided a higher density development alternative. The mixed-use development provided for residential units above and ground floor retail space along the City's main street. The scenario maximized benefit derived from a mixed-use structure that fronts the street, providing amenities to the downtown area with ample parking provided in back and to the side. Townhomes framed a tree-lined street with a small-town green along North Willamette Street.

Ms. Anton said that the survey had the community rate how they felt about each scenario. So far there were 129 responses, but the survey was still open, so these were not final numbers, and the ratings were on a scale of -10 to 10. She mentioned that 10% of the population had responded to the survey, which was statistically significant. For Setting 2, scenario 1 the response was a -4.4. Setting 2, scenario 2 got a score of 1.3. Ms. Anton provided some of the responses they got, which ranged in what they talked about. She pointed out that one of Mayor Ray's goals for the survey was for it to spur discussion, and she felt like they accomplished that.

Ms. Anton reminded everyone that the survey would close on September 25, 2020 and there was a link on their website.

Mayor Smith thought they got a lot of good input so far. He liked the pictures that Ms. Anton had included and was excited for all the work that would come out of this.

Councilor Bell had some issue with the survey and was happy to see so many people took the time to figure it out. She wanted to point out that Coburg could not make any changes to Main Street or Pearl Street because they were County roads. Mayor Smith said that he wrote to the County Commissioner about Main Street, since it came up a lot when planning projects. He believed that they were making progress in figuring out a solution to this issue.

8. City Administrator's Report

Ms. Heath stated that Johnny Diamond Park was almost finished, there were a few things that still needed to be done. They would have a nice opening day when it was finished, sometime in the first half of October. She wanted to recognize everyone who had been involved with the project, it took two years to complete, but it was almost done.

Ms. Heath said that they were still figuring out what to do about a new Planning Director. They were happy with Henry Hearley, who was with LCOG.

Ms. Heath had met with developers and their attorney to discuss the challenges for buildable lands and solutions for the issues. All the issues boiled down to transportation needs. They

were looking into getting an exemption of goal 12 of the State Transportation goals that would allow a road to be constructed from residential lands to outside of the Urban Growth boundary.

Ms. Heath reported that the City had received an annexation application for the other side of the highway. It was 106 acres of land, 98 acres of that was buildable. The area was zoned as light industrial. Legal and Planning were looking into that project now, so they would be discussing the project soon. She mentioned that the project would not be go the Planning Commission, but straight to City Council.

Mayor Smith asked for a summary on the I-5 project. Julie Hoffman stated that they needed to put in a waterline crossing I-5 to get water to properties on the east of the highway. This project just dealt with getting the line under the highway.

9. Ordinances and Resolutions

a. RESOLUTION 2020-17 to Approve the Purchase of 91430 Stallings Lane, Eugene, Oregon

Mr. Gaines presented Resolution 2020-17 to purchase 91430 Stallings Lane. He stated that in April the City Council had approved moving forward with negotiations with the property owner and they received an offer made a higher appraisal.

Ms. Heath noted that the Councilors heard more details about the purchase in an executive session.

MOTION: Councilor Bell moved, seconded by Councilor Fox, to approve Resolution 2020-17 to approve the purchase of 91430 Stallings Lane, Eugene, Oregon. The motion passed unanimously.

b. RESOLUTION 2020-18 to Endorse Participation in the Oregon Main Street Program

Ms. Winner said this resolution would support the Economic Development Committee in participating in the Oregon Main Street Program. The program would meet their goals of livability, health, economic development, and vitality. They had set up objectives to help hit their goals. She said that this applied to the second tier of the Main Street program and they wanted an endorsement of that.

MOTION: Councilor Fox moved, seconded by Councilor McConnell, to approve Resolution 2020-18 to endorse participation in the Oregon Main Street Program. The motion passed unanimously.

10. Council Action Items

a. Contract with D&I for I-5 Waterline Crossing

Ms. Heath said that there was a request for proposal (RFP) for this project and they ended up picking D&I Excavating. The set up and language in the contract was mandated by Business Oregon so they did not have too much say in it.

Councilor Fox asked if they had worked with D&I before. Ms. Heath replied that they had not, but they had done some similar projects in Albany and had received favorable remarks from Albany.

MOTION: Councilor Bell moved, seconded by Councilor Alexander, to approve the contract with D&I Excavating Inc. for the 1-5 waterline crossing project. The motion passed unanimously.

b. Intergovernmental Agreement LCOG for Current Planning Support

Ms. Heath said this would be their interim agreement with LCOG to hire Henry Hearley as their Planning Director. They were committing to spend no more than \$80,000 by March 2021. She mentioned that the payment might not require going into the supplemental budget. So far, the City was very happy with Mr. Hearley's work.

Mayor Smith mentioned that they wanted to figure out their planning programs and the opportunities available to them before hiring someone of their own.

Councilor Bell asked if the payment was more than what they would normally pay. Ms. Heath replied that it was not, the payment just would not be going through their personal services.

MOTION: Councilor Bell moved, seconded by Councilor Fox, to approve the intergovernmental agreement with LCOG for current planning support. The motion passed unanimously.

c. Heritage Committee Vacancy

Ms. Winner presented the candidate to fill a Heritage Committee vacancy. There were currently three vacancies on the five-person Committee. The candidate's name was Shannon Sardell and had subject matter expertise to bring to the Committee.

MOTION: Councilor Lehmann moved, seconded by Councilor Alexander, to approve Shannon Sardell to fill a Heritage Committee vacancy. The motion passed unanimously.

Councilor McConnell asked if there was an issue with the Committee that had resulted in three vacancies. Mayor Smith told her that one thing the City Council needed to focus on was communicating with their committees. To do this effectively they would need Councilors to become liaisons for Committees. This was normal practice for a City Council, just not something they were currently doing. Ms. Heath mentioned that the Heritage Committee wanted to do more than create signs and were looking for more projects. She had asked them to set goals for themselves to present to City Council.

11. Administrative Information Reports

a. Financial Quarterly Presentation

Mr. Gaines shared that the report went through June 30, 2020. So far there had been no big negative effects by COVID-19. Tourism was down, but that was not a main part of their budget. He shared that property taxes had not been affected but might be in the future.

Public Works was very busy and had taken less vacation time and had more over-time. The water project was off to a slow start and they would get reimbursements for that later.

Ms. Heath stated that the Finance and Audit Committee met to talk about refinancing. Their attorney made some recommendations that they were looking into. They would try and get those to City Council soon. It would end of being an ordinance, not a resolution.

b. Street Lighting in Coburg

Ms. Heath said that this issue was brought forward by Councilor Fox, who got questions about lighting on streets. She noted that they had heard this issue a few times over the years. There were not a lot of streetlights on residential streets because originally people did not want them. Ms. Heath provided information to the Councilors about lighting from the zoning code and comprehensive plan.

If City Council decided they wanted to consider putting up lights, they could push out a survey to get community responses. Staff was open to a project and could direct it towards next year's goals.

Councilor McConnell asked if there was a certain area that was complained about. Ms. Heath told her that Coburg Crossing specifically around Jacob Spores Park. Public Works had put up a solar powered light to help. They were easy to put up and were cost effective. Councilor McConnell agreed that not having lights was a safety concern.

Mayor Smith proposed that they continue this discussion and get more information. He asked if everyone was alright with waiting until their February retreat before they go further with this. With a work session in October and holidays in November and December, it might be the earliest they could get to it.

Councilor Alexander asked if they could talk about it at their next meeting since it was relevant to other materials. Ms. Heath agreed that they could do that.

Mayor Smith noted that the City Council usually met on the fourth Tuesday of the month. He wondered if for November and December they wanted to meet the third Tuesday (that would be November 17, 2020 and December 15, 2020). Ms. Heath stated that she would reach out later to figure out those details.

c. Noise Complaint Update Industrial Way

Chief Larry Larson reminded the Council that they had seen the citizen's complaint at their June meeting. The Police Department had taken some time to investigate the issue and tried to fix it.

Chief Larson gave a rundown of the square footage of each industrial building around the neighborhood. Carry on Trailers was the main issue since they were moving metal throughout the day. Carry on Trailers worked with them and moved the main area where they moved metal, closed the one of their garage doors after 6:00 p.m., and put up a Styrofoam wall between their lot and Pacific Headwear.

Chief Larson mentioned that trees were usually used to damper sound, but there was a clear line of site from the industrial buildings to the residential homes. He then showed the decibel readings from the lots throughout the day. Most were not over 65 decibels, but the highest was 89. The decibel reader was placed close to the property line to reflect what the residents were hearing. Chief Larson stated that these readings were taken after changes were already made.

Michelle Sunia had written a letter talking about the changes on September 20, 2020. The neighbors said that the noise was greatly improved.

Councilor Alexander thought that they owed Carry on Trailers a thank you letter. Councilor Bell thought they should send one to Ms. Sunia as well. Everyone agreed.

12. Council Comments

Councilor Lehmann asked if the report from the foundation for the \$50,000 yet. Ms. Heath replied that only \$34,750 had been disbursed to business. She added that due to the CARES Act, money can be reimbursed to the City. She suggested the City could consider putting the funds received back into the Community Lending Works fund for those businesses to tap into again.

Ms. Heath explained that if businesses applied for CARES PPE, they could not get any other grants. She stated that the new grant process did not require this. They had applied for the reimbursement but needed to get approval from City Council on what to do with the money. Ms. Heath said that they were still waiting on the report from the Coburg Community Foundation on how the initial grant funds were disbursed.

Councilor Alexander thought that they should put the money back into the Community Lending Works fund for businesses to use again. He mentioned that they were not initially expecting to get a reimbursement, so they did not need it. All the Councilors agreed with him.

Councilor Lehmann asked Ms. Heath to investigate street sweeping after all the ash that fell from the fires. Ms. Heath stated that the City has a contract with the County as well as Mid State a private company to do street sweeping. Because of the smoke and ash neither were sending crews out at this time. Mayor Smith interjected that Oregon Health Authority recommended leaving the ash alone because sweeping it would just kick it back into the air.

13. Upcoming Agenda Items

Well Development Drill Contract
2020 General Election Update
Utility Billing Leak Policy
Council Rules

14. Future Meetings

Park & Tree Committee – September 15th, 2020
Planning Commission – September 16th, 2020
City Council – October 13th, 2020

15. Adjournment

Mayor Smith adjourned the meeting at 9:06 p.m.

APPROVED by the Mayor and Council of the City of Coburg this 8th day of December, 2020.

ADJOURNMENT

Mayor Smith adjourned the meeting at 8:13 p.m.

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APPROVED by the Mayor and Council of the City of Coburg this 8th day of December, 2020.

Ray Smith, Mayor

ATTEST:

Sammy L. Egbert, City Recorder