



# COMMITTEE MEMO

**MEETING DATE:** February 17, 2026

**STAFF:** Adam Hanks, City Administrator

## Park | Tree Committee February Meeting Overview

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### Agenda Background Information

The following are highlights of items on the meeting agenda.

#### Item #1 – Minutes (5 min)

#### Item #2 – Hazards and Park Issues (5 min)

Follow up list includes:

- Bench maintenance
- Johnny Diamond – Dead tree – noted for replacement
- Pavilion Park – Donated Tree (funds received, will be purchased/planted in spring)

#### Item #3 – Work Party Recap (5 min)

N/A – Nov, Dec Jan off

Veterans Rose Garden trimming – Tom completed

#### Item #4 - Park Projects Update (15 min)

##### Pavilion

- Fundraising for fountain, benches, light bollards and picnic tables – Summer 2026
- Maintenance/improvement tasks planned for Winter/Spring include:
  - Painting existing light posts
  - Plank replacement on pavilion structure floor (near back)
  - Matching railing fab/installation for rear “bridge” from pavilion to sidewalk
  - Lighting replacement for info shelter

##### Johnny Diamond

- Focus on weeding, primarily along west fenceline
- **Historic Signs** - Coburg Main Street sign design/fabrication concept presented to Heritage Committee. Memo summarizing comments/recommendations attached

##### Jacob Spores

- Grading/clean up to the south of water tank access road scheduled for spring

##### Norma Pfeiffer

- Veterans Medallions ordered and funded (donation). City will complete post fabrication and installation upon delivery
- Permanent signage at restrooms for camera and open hours to be designed and installed

- Flag pole repair and marble base/plaque will be scheduled for deep cleaning in Feb/March

**Item #5 – New Committee Member Recommendation (5 min)**

The existing vacancy on the Committee has an applicant for Committee review and recommendation to Mayor and Council for consideration of appointment.

**Item #6 – Community Engagement/Outreach planning for New Neighborhood Park (30 min)**

The October Committee meeting recommendation of the Committee was to develop the initial project design concepts with the Committee that would result in a 30% project design. This will occur over the next several committee meetings with a target of community feedback on the 30% design in spring of 2026 through the use of surveys, open houses and other engagement tools.

**30% project design plan**

1. Review Parks and Open Space Master Plan
2. Develop initial list of desired park features/amenities
3. Rank/sort features by importance
4. Lay out features on plat maps for scale/fit
5. Develop phasing plan for feature improvements

Discussion and project concept scope will focus on items #2, #3 and #4 at the February meeting and items #4 (recap) and #5 at the March meeting

**Item #7 – Vegetation Management and Maintenance Plan Update (15 min)**

Staff will update the Committee on the plan development that was presented to Council at its January 27, 2026 Council work session

**Item #7 – City Administration Report (0 min – unless questions)**

***Future Meeting Agenda Items – Items for upcoming meetings include:***

- a. Land Use Code Change discussion on subdivision parks land dedication vs payment in lieu*
- b. Committee mini-retreat – June? July?*