



MINUTES

Parks Tree Citizen Advisory Committee

January 20, 2026 at 6:00 P.M.
Coburg City Hall
91136 N Willamette Street

MEMBERS PRESENT: Karen Coury, Coleen Marshall, Joe Morneau, Mary Mosier

MEMBERS ABSENT: Chair, Tom Beatty; Vice Chair, Michelle Shattuck

GUESTS/STAFF PRESENT: Public Works Director, Brian Harmon

TRANSCRIBED BY: Administrative Assistant; Madison Balcom

CALL TO ORDER

Coleen Marshall called the meeting of the Coburg Parks Tree Citizen Advisory Committee to order at 6:04 pm.

ROLL CALL

Public Works Director, Brian Harmon called roll. A quorum was pre-established.

AGENDA REVIEW

There were no changes made to the agenda.

The election of chair and vice chair will be deferred to the February meeting.

MINUTES APPROVAL

1. November 18, 2025 Park Tree Committee Minutes

MOTION: Ms. Mosier moved, seconded by Ms. Marshall to approve the November 18, 2025 minutes as presented.

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

COMMITTEE BUSINESS

2. Hazards and Park Issues

Mr. Harmon said that Public Works inventoried all benches and picnic tables in Coburg and ended up with 23 benches and 16 tables. Harmon noted that the wood and metal benches are in fair or poor condition, and the metal benches are all in good condition.

Harmon also said the restroom remote locking systems are in place and complete and do seem to be cutting down on the vandalism activity. The Johnny Diamond dead tree is noted for replacement this Spring. The location for the donated tree at Pavilion Park is set, they just need to pick out the variety and will plant it this Spring as well. The Norma Pfeiffer thistles in the playground have been removed.

3. Work Party Update

Mr. Harmon noted that the committee took off November, December and January, however Tom Beatty did trim most of the roses and will be finishing up soon.

They scheduled their next work party for Monday, February 16, at 9am at Johnny Diamond.

4. Park Project Updates

Mr. Harmon mentioned that the new sign at Pavilion Park is installed, the old sign was removed, and they did some clean up of the flower beds. The trees that had died have also been replanted. Harmon said the fundraising for the fountain is still in the development stages. There are also some maintenance tasks that are planned for winter.

Mr. Harmon noted that they are focusing on weeding along the west fence line at Johnny Diamond, and after their last few projects are addressed they will be working in the parks to get rid of as many weeds as they can. The historic signs are going through the donation process. There is a donation from the Main Street Arts Committee that will go to the Heritage Committee for their recommendation, then to the Park Tree Committee for input as well.

Harmon said that Mr. Hanks will shift focus to Jacob Spores once more progress has been made on the Coburg Creek Park design.

The Norma Pfeiffer Veterans Medallions have been ordered, and the city will complete the installation once the medallions and posts are delivered. They are still working on the permanent signage at the restrooms for the door locks, but there haven't been any issues with the temporary ones. The flag pole repair and marble base will be scheduled for deep cleaning in the Spring.

5. Painted Pillars at Pavilion Park

Mr. Harmon said this is still in process, and they haven't heard anything back from Coburg Main Street yet.

6. Community Engagement | Outreach Planning for New Neighborhood Park

Mr. Harmon said they had a few contractors look and provide them an idea of how much it would cost to level it and make sure the water drains how they want it to, which was estimated to be about \$15-18k. The idea is to get the leveling work done, and have the park be a usable space by Spring of 2027. It will need some clean up as well before any grading can happen.

Harmon also mentioned that the goal is to keep this area usable as the process goes along, and likely make one design/construction choice at a time as funds become available.

7. Vegetation Management and Maintenance Plan Update

Mr. Harmon said he, Megan and Adam have not been able to sit down and discuss this yet. A lot of the vegetation issues mentioned above will be included in this plan. The plan is likely to come to the committee in March/April.

CITY UPDATES

8. City Administration Report – January 2026

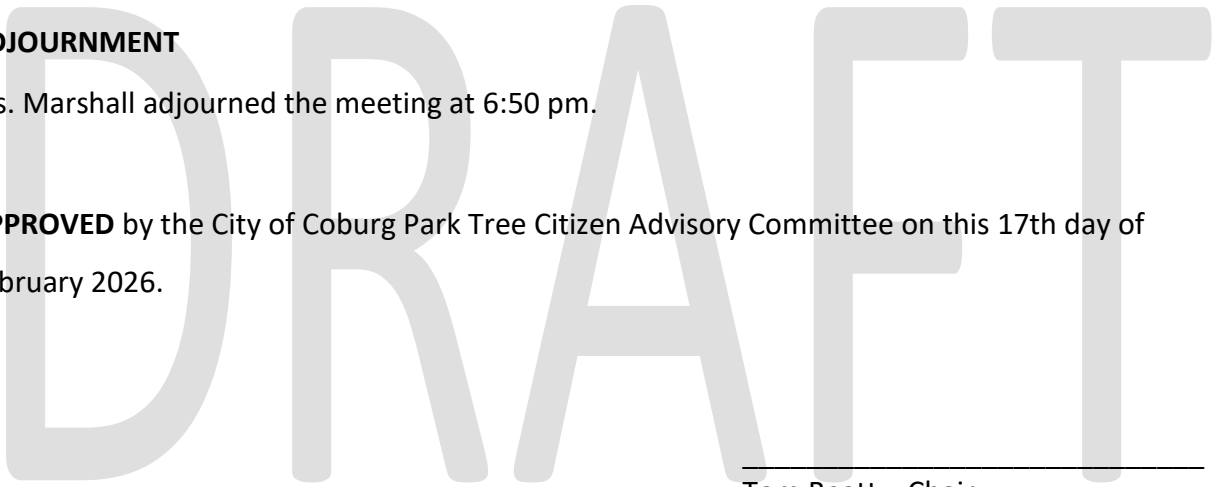
This report was provided. The committee had some questions regarding the high amount of locates in certain months, how the storm drain system did with the large rainfall that occurred the past week, and some pothole and paving problem areas, which Mr. Harmon answered.

They added elections to the future agenda items for the February 17th meeting.

ADJOURNMENT

Ms. Marshall adjourned the meeting at 6:50 pm.

APPROVED by the City of Coburg Park Tree Citizen Advisory Committee on this 17th day of February 2026.



Tom Beatty, Chair

ATTEST: _____
Sammy L. Egbert, City Recorder