



## MINUTES

### Parks Tree Citizen Advisory Committee

April 16, 2024 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

**MEMBERS PRESENT:** Chair, Tom Beatty, Vice Chair; Michelle Shattuck, Colleen Marshall, Joe Morneau, Mary Mosier, Karen Coury

**MEMBERS ABSENT:** Lonna Metson

**GUESTS/STAFF PRESENT:** Brian Harmon; Public Works Director, Claire Smith; Coburg City Council Liaison

**RECORDED 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

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

#### AGENDA REVIEW

Ms. Mosier mentioned that the agenda states "Call the City Council Meeting to order" instead of the Park Tree Committee.

#### APPROVE MINUTES FROM MARCH 19, 2024

##### MOTION

Ms. Mosier moved, seconded by Ms. Shattuck to approve the March 19, 2024 Parks Tree Citizen Advisory Committee meeting minutes as presented.

*Motion passed as 5:0.*

## **CITY UPDATES | City Administration Report from April 9, 2024**

Ms. Mosier asked about the potholes repaired in February. Mr. Harmon said there are many more that need to be fixed.

### **COMMITTEE BUSINESS**

#### **a. Johnny Diamond Maintenance**

Mr. Harmon said he and Mr. Beatty had discussed spraying a herbicide in some of the flower beds to help kill the weeds, being careful to take into account the safety of the crew, the public and the environment, as well as how they will let the public know and how to keep people away from it when they spray. They are still looking into what they will use, when they will do it, and exactly how they are going to approach the problem.

Mr. Harmon also mentioned that he and Adam Hanks discussed possibly leaving the Coburg Creek Park as a grass field, keeping it mowed and irrigated, and leaving it to be recreated on. Mr. Harmon said they will come to the June meeting with some plans for this issue.

Ms. Smith brought up the idea of adding bark and extending the play area at Johnny Diamond Park instead of planting grass, that way there is less maintenance.

Ms. Coury asked about the extra taxes that will be received from the new development and if that is enough to cover the maintenance of the park. Mr. Harmon said the development of the park would come from SDC's. They anticipate the building of the park to be about \$250,000 after the subdivision is built. He explained that they are going to have to do more with less, unless they can come up with new revenue streams. The parks department is paid out of the general fund, which he said is not doing well enough currently, and also includes many other departments as well.

Ms. Marshall exclaimed her gratitude for Mr. Harmon and Mr. Hanks' efforts towards making the maintenance of Johnny Diamond Park less for the volunteers and the staff. She mentioned possibly reducing the amount of plantings on the outside of the fence and returning it to grass so it can be mowed, keeping a small area around the 'Welcome to Coburg' sign for less maintenance. Another area in Johnny Diamond Park, at the North edge along the fence, has thorny bushes which they cannot get through for weeding. Ms. Marshall mentioned possibly removing them and replacing them with something else.

Ms. Coury asked about the maintenance level required for trees, and if they could invest in trees instead of other plantings. Mr. Harmon said trees are not a problem, maintenance wise. They are looking forward to the urban forest inside the pavilion park. They are hoping that by heavily planting in that area, that it will choke out a lot of the weeds that may grow. If that occurs, they could possibly do the same in Johnny Diamond Park, where they overload the planting areas and choke out the weeds.

Ms. Smith mentioned looking into perennial ground covers that are not invasive, and can help with the weed problem.

Ms. Marshall asked if they are able to contract out for some of the mowing. Mr. Harmon said they are looking at what they can contract out and how much they can afford to put towards the problem every year.

Mr. Morneau asked if there is any summer grants to help with summer work. Mr. Harmon said not that he is aware of.

Mr. Beatty said they could do a mixture of turf, groundcovers and shrubs to do something more aesthetically pleasing than just putting grass down.

#### **b. Cherry Tree Donation**

Mr. Beatty said the cherry trees and the trees for Johnny Diamond are ready to be picked up.

Mr. Harmon said he needs a list of tree donations and then he will email out the donation form to those people. Mr. Beatty explained that they will need donations that add up to a little more than the tree cost itself for the delivery and planting costs as well, for future years.

Mr. Harmon asked if they were wanting the same size wholes for planting as they've done in the past. Mr. Beatty said yes, that is where they will start.

#### **c. Arbor Day – April 25, 2024**

Mr. Harmon said that Arbor Day is technically the 26<sup>th</sup>, but they are celebrating it on the 25<sup>th</sup> at 10:30 to allow the kids to be involved. He asked if anyone on the committee was available to help. Mr. Beatty, Ms. Mosier and Ms. Shattuck said they should be able to make it. Mr. Harmon said they have a good variety and amount of trees to plant, and are estimating about 25 kids.

#### **d. Update on Pavilion**

Ms. Mosier asked for an update on Pavilion Park. Mr. Harmon said that for phase 1, they decided to do the restroom install themselves, but they cannot do the plumbing and electrical themselves because they need a licensed plumber and electrician who have to be paid a prevailing wage. They have Twin Rivers Plumbing and Belco Electric lined up to do the work. All utilities will be put in and inspected on May 1<sup>st</sup>. The crew has started the sewer line to the street, and both electrical and plumbing building permits have been purchased.

Once that is completed, they will start trying to find someone to design the fountain using Mr. Beatty's sketch, which would be phase 2. The final phase would be this fall, going out to bid in August, and bringing it to council in September. The restroom will not be open to the public until all ADA infrastructure is put into place. They are hoping there will be minimal interference or disruption with concerts in the park, which might be moved to Norma Pfeiffer Park instead.

**e. Work Parties**

Ms. Marshall said a few of them weeded at Pavilion Park, and a few others also trimmed and cleaned up the island on Diamond Street. Ms. Marshall mentioned a spot along the road at Pavilion, and asked if the City would be able to take care of it. Mr. Harmon said he believes it was taken care of that afternoon.

They scheduled the next work party for May 20<sup>th</sup> at 8am at Johnny Diamond Park.

Ms. Marshall also asked if the City would be weeding the spots around the street trees. Mr. Harmon said they will be taking care of that.

Ms. Mosier asked if there would be enough money in the budget to buy some Azaleas to put in the planting bed along the sidewalk. Mr. Harmon said it is possible, but they would want to wait for the sidewalk to be replaced.

Ms. Mosier also asked about the repairs to the Pavilion floor, steps and roof. Mr. Harmon said they are hoping for their bids to come back low. They have talked about fencing off the Pavilion and the walkway until the project is completely done.

**COUNCIL LIAISON**

Councilor Smith asked if there was anything the committee would like to ask or let council know about. They discussed bringing the projects and needed dollar amount up to council to see how they would feel about listing them and asking for donations for those certain projects.

**ADJOURNMENT**

Chair, Tom Beatty adjourned the meeting at 6:58pm.

**APPROVED** by the Park Tree Citizen Advisory Committee of the City of Coburg on this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

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

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