



MINUTES

Parks Tree Citizen Advisory Committee

March 19, 2024 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Chair, Tom Beatty, Vice Chair; Michelle Shattuck, Lonna Metson, Colleen Marshall, Joe Morneau, Mary Mosier

MEMBERS ABSENT: Karen Coury

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. Marshall wanted to add a work party discussion to the agenda.

APPROVE MINUTES FROM FEBRUARY 20, 2024

MOTION

Ms. Mosier moved, seconded by Ms. Shattuck to approve the February 20, 2024 Parks Tree Citizen Advisory Committee meeting minutes as presented.

Motion passed as 5:0.

CITY UPDATES | City Administration Report from March 2024

Mr. Harmon included a before and after picture of the Veterans Memorial project for comparison. The committee complemented the work and how it turned out and also mentioned that there has been lots of community complements as well.

Mr. Beatty asked if Public Works' work orders were added to the regular duties or all included. Mr. Harmon said that those were all additional jobs that came up, not day to day operations.

COMMITTEE BUSINESS

a. Coburg Creek Park

Mr. Beatty proposed for the committee to list out ideas about what they like about the site and what would best serve the community, and doing some fact finding on the area.

Ms. Marshall said the demographic in that area is a mix of small children, school aged kids, single adults, couples without children, and retired people.

Mr. Harmon said he has had three people from contact him, which are all interested in the area and want to have input on what will be done with it. Harmon predicts Phase 2 will be built out towards the middle of 2025.

Ms. Marshall asked if there will be a Coburg Conversations this year. It would be a good opportunity for people in the area to come and provide input. Mr. Harmon said he and Adam Hanks have talked about possibly having an open house with that subdivision, the Parks and Tree committee, and possibly City Council. However, they want the subdivision to be fully built out before they start gathering input and ideas of those who live there.

Ms. Marshall asked if there was any idea of the budget they would have. Mr. Harmon said he would guess about \$250,000 or less. He predicts that they will have to solicit lots of donations for this project.

Mr. Morneau asked what kind of footprint they have. Mr. Harmon said they are looking at a large rectangle shape a little over 20,000 ft². They have taken about 8-10 yards of soil over there that they dug up from the Veterans Memorial.

Mr. Beatty said that they are going to put questionnaires on hold until phase 2 is done. But, he wants the committee to be brainstorming what they'd like to see and come to the next meeting with some ideas.

b. Cherry Tree at Rose Garden

Mr. Beatty thought they should add a total of 3 more cherry trees and make an alley of them along each side of the sidewalk. Mr. Morneau liked the idea, but wants to be careful about not losing too much space and footage for events.

Ms. Marshall asked if this would come out of the regular budget for parks. Mr. Beatty said yes, unless they can get donations for it. He mentioned some possibilities of how they would let people know they are accepting donations for the parks, like the newsletter, flyers, info in the park, etc.

Ms. Shattuck said she would donate a tree and Claire Smith said she would like to donate a tree and a bench. Mr. Beatty said they will need to fill out a donor form which are available online.

c. Veterans Memorial

Mr. Beatty said that many committee members had worked on the memorial, along with some community members. There were two failed roses that they are going to replace.

Mr. Harmon said they are looking for a single donor or monument style pedestal with the different medallion plaques inserted in it, placed at the head of the rose garden just inside the grass, possibly including solar lights. He does not have an idea of the cost.

Mr. Morneau said that if Mr. Harmon can get together a quote, the grange might be interested in donating towards it.

Ms. Marshall asked if there is any idea for what the structure would be made out of. Mr. Harmon said probably some sort of granite, depending on the price, in the same pillar shape as the flag pedestal.

Ms. Marshall showed a few pictures to give some ideas from the memorial in Crescent City, California. She also mentioned that the American Legion Riders group wants to be at the dedication and possibly do the dedication when it happens.

d. Trees for Johnny Diamond Park

Mr. Beatty said that he flagged for 5 dogwoods, a Japanese maple and 2 magnolia trees. A total of 8 trees for about \$780. Some of them will be planted on Arbor Day.

e. City Council Liaison updates

Ms. Smith mentioned that Mayor Bell had complimented the dedication and hard work from the committee and also thanked Public Works and the Parks & Tree Committee for their collaboration and work on the Veterans Memorial, and said how great she thought it looked.

f. Work Party

Ms. Marshall reported that they had a successful work party on March 18th, with 6 volunteers between committee members and citizen volunteers. The next work party will be April 15th at Pavilion Park at 8am.

They discussed some alternatives and options for herbicide use and weed control.

ADJOURNMENT

Chair, Tom Beatty adjourned the meeting at 6:35pm.

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

DRAFT