



## MINUTES

### Parks Tree Citizen Advisory Committee

April 28, 2026 at 6:00 P.M.  
Coburg City Hall  
91136 N Willamette Street

**MEMBERS PRESENT:** Chair; Tom Beatty, Coleen Marshall, Joe Morneau, Mary Mosier, Cheryl Quinlan

**MEMBERS ABSENT:** Michelle Shattuck, Karen Coury

**GUESTS/STAFF PRESENT:** City Administrator; Adam Hanks, Council Liaison; Claire Smith

**TRANSCRIBED BY:** Administrative Assistant; Madison Balcom

#### CALL TO ORDER

Tom Beatty called the meeting of the Coburg Parks Tree Citizen Advisory Committee to order at 5:59 pm.

#### ROLL CALL

City Administrator, Adam Hanks, called the roll.

#### AGENDA REVIEW

There were no changes to the agenda.

#### MINUTES APPROVAL

##### 1. March 17, 2026, Park Tree Committee Minutes

**MOTION:** Ms. Marshall moved, seconded by Mr. Morneau to approve the February 17, 2026 minutes as presented.

*The motion passed as 5:0, with Beatty, Marshall, Morneau, Mosier, and Quinlan voting affirmatively, none opposed.*

#### COMMITTEE BUSINESS

##### 2. Loop Path Survey Presentation by U of O Students

The U of O Student team gave a presentation and directed some activities with the committee. They are conducting a survey for the loop path, covering topics like current usage, amenities, and preferences of the community and its users.

### **3. Hazards and Park Issues**

Mr. Hanks went through the memo, going over bench maintenance, the dead tree at Johnny Diamond noted for replacement, donated tree for Pavilion Park to be planted on May 1, lighting at Pavilion work, and the rose garden fertilizer.

Ms. Marshall noted that the Jacob Spores sign needs painted. Hanks mentioned that they intend to use the new sign at Laura Park at the Pavilion as the new template/sign type and switch out the others as they go. That will come up on a future agenda for more discussion.

Marshall asked if the cottonwood trees in the bioswale on Abby St. will be trimmed. Mr. Hanks said they are scheduled for trimming. The new trees will also be on a watering and clean up schedule as well.

Ms. Smith also brought up the idea of having a marker at the rose garden, paying homage to the original planter of those roses, Norma.

### **4. Work Party Recap**

Ms. Marshall said they had a work party at Jacob Spores Park, totaling about 4.5 hours of work. She mentioned, as a future agenda item, considering changing the times to Saturdays and getting more community members and volunteers involved. Mr. Beatty and Ms. Shattuck also worked on the rose garden, totaling about 5 hours of work. Mr. Hanks added it to the list for next month's agenda.

The next work party will be on May 18<sup>th</sup> at Laura Park at the Pavilion at 8:30am.

### **5. Park Project Updates**

Mr. Hanks went over the updates list, including irrigation system testing, and the Public Works Seasonal Temp position starting May 4<sup>th</sup>. However, Hanks mentioned that one permanent Public Works position is now open due to a resignation.

At the Arbor Day celebration, five trees were planted on Van Duyn with the Charter School Fifth Grade Class, and three trees were planted in the Bruce/Abbey Swale.

At Pavilion, the warrantee walkthrough was completed and several plants were replaced. In summer of 2026, they will explore fundraising for the fountain, benches, light bollards and picnic tables. The maintenance and improvement tasks planned for Winter/Spring include painting existing light posts, plank replacement of pavilion floor, matching railing fabrication and installation for rear of pavilion, and lighting replacement for the information shelter.

Coburg Main Street is still working on the Historic Signs for Johnny Diamond. At Jacob Spores, they will be working on grating and cleaning up the south of the water tank access road. The Veterans Medallions were delivered for Norma Pfeiffer. The city will complete post fabrication and installation for those. The permanent restroom signage installation and flagpole repair is scheduled for May. Ms. Marhsall asked if they had heard anything about the painted pillars for Pavilion Park. Hanks said he has not, and it is a Coburg Main Street item. Ms. Smith said it has not come to Main Streets yet, and they need to work on a process for the arts committee.

**6. Community Engagement/Outreach planning for New Neighborhood Park**

Mr. Hanks stated that this committee is shooting for a 30% design plan. This is a continuation of the last few meeting conversations.

Guest speaker, Barabara Guignard, had a few questions regarding the timeline of the planning and the past discussions she’s had with staff and neighbors. Some of the things her neighborhood wanted to see in the park were grass, trees, picnic tables, covered area over the tables, a sidewalk through or around the perimeter of the park, some play equipment, an open area for sports and lawn activities, and some benches. They would prefer no basketball, pickleball or tennis courts, not too many lights, and no dog park.

Guest Speaker, Loretta Gauthier, noted that she would like to see the space mowed, leveled, weeded, irrigated and kept up for the time being while other plans are still being determined. She also asked about the water fountain in Norma Pfeiffer Park and if there are any plans to fix or replace it. Mr. Hanks said the parts to fix it do not exist, so they have to figure out whether they will replace it or try to find parts elsewhere.

Hanks noted that their preferences are very aligned with what the committee has been discussing. He also noted that the area has not been grated for recreational use yet, but they have some predevelopment funds in the operations and maintenance of parks for mowing, grating and irrigation to get started. Mr. Hanks discussed more details of the phasing and funding processes, as well as surveys and community input.

The committee also discussed some safety concerns regarding the roads near parks, speed limits, and children and pedestrian activity in those areas.

Mr. Hanks reviewed the components they had discussed and narrowed down to in the March meeting, as listed in the memo document. He will bring back a list and rough draft document for outreach to the next meeting, and they will begin outreach and engagement. They will also be thinking about a name for the park.

**CITY UPDATES**

**7. City Administration Report – April 2026**

This report was provided. There was no discussion.

**ADJOURNMENT**

Mr. Beatty adjourned the meeting at 7:38pm.

**APPROVED** by the City of Coburg Park Tree Citizen Advisory Committee on this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

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Tom Beatty, Chair

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

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