



MINUTES

City Council Meeting

July 9, 2024 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Mayor Bell, Cathy Engebretson, John Lehmann, John Fox, Alan Wells, Claire Smith

MEMBERS ABSENT: none

GUESTS/STAFF PRESENT: Adam Hanks, City Administrator; Sammy Egbert, City Recorder; Brian Harmon, Public Works Director; Greg Peck, Finance Director

RECORDED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

Mayor Bell called the City Council meeting to order at 6:12pm.

PLEDGE OF ALLEGIANCE

Councilor Lehmann led the Pledge of Allegiance.

ROLL CALL

City Recorder, Sammy Egbert called roll. A quorum was present.

MAYOR COMMENTS

Mayor Bell mentioned;

- Positive feedback from community members regarding Coburg Police Officers
- Coburg's presence at the Joint Transportation Committee meeting
- Council Vacancy position interviews

Mayor Bell explained that there is only one available position at the moment, but election will be coming up in November and there will likely be another vacancy up for election.

Councilors interviewed the two candidates, and they selected Jaymason Bouwman to fill the City Council Vacancy. Ms. Egbert administered the Oath of Office.

AGENDA REVIEW

There were no changes made to the agenda.

PUBLIC COMMENT

There were no request(s) made to publically speak. There were no written statement(s) received.

CONSENT AGENDA

1. June 11, 2024 City Council Minutes
2. June 25, 2024 City Council Special Meeting Minutes

MOTION: Councilor Bouwman moved, seconded by Councilor Wells to approve the Consent Agenda as presented.

The motion passed unanimously — 6:0.

SPECIAL GUEST - Coburg Police Officer, Jason Smith

Chief Larson introduced Jason Smith who just recently graduated from the academy on June 21st.

COUNCIL ACTION ITEMS

3. Premier RV System Development Charges Appeal

Mr. Hanks explained why they are seeing this appeal, what SDC's are, the SDC process, how SDC's can be spent, how and when SDC's are charged or collected, and the appeal process. Hanks also briefly went through the packet material for this agenda item, explained each piece of this appeal, the history of SDC's with Premier RV, the three options for Council to consider, and some logistics/policy details.

Premier RV Resort owners, Paul Williams and Lisa Macintosh, presented their history with the City of Coburg, the agreement that was made with them in 2004, and the process since then to get water hooked up to Premier RV Resort. The applicants also answered the questions asked by council.

MOTION: Councilor Lehmann moved, seconded by Councilor Fox, to authorize the City Administrator to calculate and invoice the water SDC associated with Premier RV Resort's pending connection to the municipal water system based on SDC calculation tables at the time of extension of the municipal water system to the east side of Interstate 5 (2018).

The motion passed unanimously — 6:0.

Ms. Smith stated that she thought option 2, noted above, is a good compromise for each party, considering the amount of time and money spent on this project on both sides.

Ms. Engebretson stated that she might have even suggested option 3, the SDC total for 2004, based on the fact that the property was already developed and needed water and wastewater at that time.

Mr. Wells said that because there was no written promise as to when water would be available, and that they had intended on originally paying the SDC fees, he would go with option 2 as a compromise.

4. Transportation Safety Ad-Hoc Committee Final Recommendations

Mr. Hanks provided two handouts to Council, one which applies to the Transportation Safety Ad-Hoc Committee recommendations document, and the other is the City Administration Report which will be discussed later on. Hanks said that these recommendations came from the Ad-Hoc committee which was initiated in October, appointed committee members in December, and met once a month, January through June. The goal of this committee was to evaluate a series of staff provided issues and ideas to try to prioritize and improve them. The focus was transportation safety, with an emphasis on enhanced pedestrian and bicycle safety, as well as regulated speeds and vehicle navigation.

The committee was staffed by Adam Hanks, City Administrator; Larry Larson, Chief of Police; Brian Harmon, Public Works Director; and Megan Winner, Planning Director. Hanks stated that it was a very engaged and motivated group, who lived in different parts of town and provided different perspectives. Majority, if not all, of the recommendations require communication with Lane County about the ability to implement them. Mr. Hanks went through the final recommendations, breaking them down by group, as far as pedestrian crossings, the N Willamette/Van Duyn intersection, speed limits and signage, and other recommendations.

Mr. Fox thought that the addition of more flashing lights at crosswalks would be very beneficial. Mr. Bouwman also mentioned the need for additional accessibility for those with limited mobility, and also the idea of having some occasional selective traffic enforcement within the city. Ms. Smith noted that safe routes to school and safe routes to parks would be important to implement at Coleman and Pearl, which Mr. Hanks thought was a very strong contender.

Hanks mentioned a challenging one that is not on the list was reducing the speed limit on Pearl Street, which was brought up to Lane County and is not able to be done, but can be helped with other traffic control devices. Mr. Hanks also brought up the increased utilization of the speed trailer and trip count. Mr. Fox asked about the use and cost of cameras for traffic monitoring and non-compliance. Mr. Hanks said he would provide a follow-up about that on the next City Administration report.

MOTION: Councilor Engebretson moved, seconded by Councilor Smith, to approve the Transportation Safety Ad-Hoc Committee Final Recommendations Document, dated June 27, 2024 and direct staff to initiate implementation of the recommendations and provide regular progress reports to council.

The motion passed unanimously — 6:0.

ORDINANCES AND RESOLUTIONS

5. RESOLUTION 2024-09 A RESOLUTION ADOPTING THE SALARY AND CLASSIFICATION SCHEDULE FOR THE FISCAL YEAR 2024-25

Mr. Hanks said that this resolution is primarily procedural. This information was provided through the budget process, and entails the 3.3% cola based on the CPIW. Included is the resolution, salary schedule, and the 12 month rolling percentage change from the Bureau of Labor Statistics. Hanks stated that the charter does not require a separate resolution for this because it is already approved through the budget process, but has been done this way for a while.

MOTION: Councilor Bouwman moved, seconded by Councilor Fox, to approve Resolution 2024-09, a resolution adopting the salary and classification schedule for fiscal year 2024-25.

The motion passed unanimously — 6:0.

ADMINISTRATIVE INFORMATION REPORTS

6. Total Maximum Daily Load (TMDL) 2023 Summary

Mr. Hanks explained that this is a water quality mandate. This is year 2 of the 5 year matrix that was approved by DEQ. He gave a brief review of the report, and explained how the RARE grant will help with the TMDL and vegetation management plan work.

7. Long-term Revenue Needs Forecast

Mr. Hanks said that they are looking for direction on this topic, specifically at different methods for this process and considering, prioritizing and implementing different revenue opportunities. He then provided some more details on the possibilities of additional revenue streams. They also discussed some community outreach and citizen input options on this process.

8. General Election November 5, 2024

Ms. Egbert provided a copy of the election packet, with further information and deadlines. Mr. Hanks reminded council that anyone thinking of going for re-election or new applicants will need to make an appointment with Ms. Egbert.

9. Administration Monthly Report

Mr. Hanks gave a quick overview of the Johnny Diamond park maintenance and vegetation management plan, the one-year Harrisburg traffic patrol and code enforcement contract extension, the N Willamette/N Macy/N Harrison street reconstruction project, and a reminder of the July Council work session on the water system. The rest of the report consists of the regularly provided data, project updates, and department activity. They briefly discussed the citizen inquiry on industrial noise.

COUNCIL COMMENTS | LIAISON UPDATES

Mr. Fox shared that he liked the idea of having a table at Coburg events for the community to be able to come up to and have some discussions with council members, committee members or staff. He also clarified some details on the appeal process, to which Mr. Hanks answered.

Mr. Lehmann mentioned the Supreme Court's overturn of the 9th Circuit Court of Appeal regarding Grants Pass vs Johnson and the unhoused and homeless population. Mr. Hanks said he has been monitoring that, but there is no need to do anything more in that area at the moment.

Mayor Bell said she will send out some questions regarding the Transportation committee for any input from councilors. Mayor reminded everyone that there are no public meetings in August.

ADJOURNMENT

Mayor Bell adjourned the meeting at 9:33 pm.

APPROVED by the City Council of the City of Coburg on this _____ day of _____, 2024.

Nancy Bell, Mayor of Coburg

ATTEST: _____
Sammy L. Egbert, City Recorder

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