



Coburg Parks | Tree Committee
City Hall, 91136 N. Willamette
April 20, 2021 – 6:00 p.m.

5:00 PM

Park Tree Committee Work Session

Park Tree Committee met at the Memorial flag pole area at Norma Pheiffer Park prior to the regular scheduled meeting. They discussed design and ideas for updating the flag pole area of the park.

6:00 PM

Park Tree Committee Regular Meeting

COMMITTEE MEMBERS PRESENT: Mary Mosier, Chair; Lonna Meston, Coleen Marshall, Joe Morneau, Claire Smith, Karen Coury, Tom Beatty,

COMMITTEE MEMBERS ABSENT:

STAFF PRESENT: Brian Harmon, Public Works; Ty Wilson, Public Works; Megan Winner, Planning and Economic Planning Assistant; Anne Heath, City Administrator.

1. Call to Order and Roll Call

Ms. Mosier called the Park | Tree Committee to order at 6:00 p.m.

2. Agenda Review

Ms. Smith wanted them to look at their work plan if they had time. It would be good to go over what they wanted to keep on it and what to remove.

3. Approve Minutes from the March 16, 2021 Work Session and Regular Meeting

Ms. Mosier noted that on page two there was a note from Sammy about clarifying their recommendation.

Ms. Smith noted under the sub-Committee report it said that “too” trees were tagged, that should be “two”.

MOTION: Ms. Coury moved, seconded by Ms. Meston, to approve the March 16, 2021 Park | Tree Committee minutes as amended. The motion passed unanimously. 7:0

4. City Updates

- City Administrator’s Report

5. Committee Business

a. Flagpole Design Options

Mr. Beatty presented the Committee with some designs for the flag poles. He went over the dimensions for the plan. Ms. Mosier asked if he could get the medallions.

MOTION: Ms. Smith moved, seconded by Mr. Morneau, to approve the plan presented to approve the Veteran’s Area at Norma Pfeiffer park. The motion passed unanimously.

Mr. Beatty would work with Mr. Harmon concerning the sidewalk.

Ms. Meston asked if the City Council or Heritage Committee should be involved in this plan before it moved forward. Ms. Heath said once their final drawing and budget were finalized, they should inform City Council. They did not have to go to the Heritage Committee, but they could. Ms. Mosier thought they should at least let them know that it was being done.

b. Jacob Spores Planting

Mr. Beatty said that him and Ms. Meston would be planting two additional trees at Jacob Spores park along with Public Works. Some landscaping and planting had to be done around the sign. They planted their traditional plants as well as some grass. He said that him and Ms. Meston were talking about moving the hydrangeas because they were not doing well in their new spot because of the weather.

c. Tree Sub Committee Report (Cherry Trees at Norma Pfeiffer)

Mr. Beatty, Ms. Meston, and Public Works had a conversation about pruning the cherry trees at Norma Pfeiffer park. Some of them had been badly pruned in the past, possibly as a result from all the traffic on the street. He had a friend who was a certified arborist who would look at them.

There were two spruce trees and one golden chain tree at the North end of the park that the sub-Committee thought should be removed. They were mostly dead wood and should be taken down.

Mr. Beatty mentioned the maple trees across the park needed some type of protection to keep cars safe from debris. There was also a filbert tree behind the restrooms that was dead and should be removed.

Ms. Mosier asked what they would do with the dead wood. She wondered if they could make it into firewood for the community. Mr. Harmon responded that they could. They usually chipped the wood and used it for other projects.

d. Arbor Day Plan

Ms. Mosier said that they could plant the two trees at Jacob Spores and the one tree at Pavilion park for Arbor Day. She asked who would be there. Mr. Harmon replied that it would be the Committee and some of staff. He did not expect all the Public Works team to be there.

e. City Administrator Multiply Topics

Ms. Heath reported that the City got funding for an outdoor space which would bring people into the area. The proposal was for a pop-up plaza, which would have tables, potentially with charging stations, trashcans, and signs. The tables were wheelchair accessible as well. She said that the plaza could either be put out all season and put away the rest of the year, or it could be moved around. Staff had been talking about creating some type of patio area across from the ice cream parlor in the park. They thought it could be a good spot for the plaza since it would encourage people to get take-out from the area. Also, groups sometimes met there, and this would provide more sitting options for them. Staff wanted to get input from the Park | Tree Committee on the idea of building a brick patio in that area of the park.

Ms. Mosier asked if the plaza could be put in the grass or if a patio had to be built first. Ms. Heath replied that it could be put in the grass, but they would eventually want to decide on a more permanent location for it.

Ms. Meston liked the idea of having the plaza near McKenzie Street, since it was an underused portion of the City. She had seen people bring chairs into the park so including tables would be great. She asked if they had space to store the plaza. Mr. Harmon replied that they were hoping to get funds for a trailer to keep the plaza in. It would be great to have in case they wanted to move the plaza.

Ms. Mosier was concerned with the charging stations. It might invite people to stay there all day. She wondered if it was necessary. Ms. Heath noted that there was electricity at the park at that time and it had not caused any issue. In an emergency and someone needed to charge a device, it would be very helpful. They could make it so not every table had a charging port. Mr. Harmon noted that more grants were being funded if they incorporated resiliency into the project. That was one reason they included the charging ports into their grant. If they had an issue in the future, they could always take the ports off.

Mr. Morneau asked if they could get charging ports for electric vehicles. Mr. Harmon said that was not an issue for them yet. Ms. Heath mentioned someone who wanted to buy property in the area and who would need an electric charging station.

Ms. Heath reported on the annexation property. She was in favor of incorporating the open space into the annexation property. Their code said that the same kind of space as a park had to be included. It could be a walking path, trees, or sports areas. The developers could opt out of a park area if they wanted to give money instead. The City could then use that money to purchase land in another area and build a park. Ms. Heath recommended that they dealt with this issue at the time of the annexation instead of waiting for the master plan to be developed.

Ms. Mosier liked the idea of having one big green space instead of a few small spots. They could put a sports field on it and provide kids with more areas to play. Mr. Harmon noted that their options were limited because of the annexation. Ms. Heath added that if they wanted to consider keeping the space, they should remember that the land is currently zoned as light industrial. She would have to look into the code more to see if building a sports field was possible.

Ms. Heath was going to contact the owner and see if they were comfortable coming to talk to the Committee in May.

f. Bike Hub Presentation and Discussion

Ms. Winner reported that they had already secured funding for the bike hub, so the project was moving forward. Coburg was the bottom anchor of a Willamette scenic bike path. The bike hub would provide shelter, information on the area, water bottle filling station, lockers, and a bike repair station. It would be put in Pavilion park at the North end. Ms. Winner met with the architect that morning to work on the design. After that they would open for construction bids in May. They hoped to have it completed by the latest in August 2021. \$38,000 was granted through regional partnerships, and \$11,700 through Travel Oregon if they finished the project in six months.

Ms. Marshall asked if there would be restrooms as well. Mr. Harmon replied that there were bathrooms available in the park and they should not need to build more.

g. Dari Mart Landscaping

Mr. Morneau said that he got the approval of Dari Mart to do make improvements along the front along Mill Street. The plan was to put in a dry riverbed, which Mr. Beatty and Ms. Meston had designed. He said there would be ten to twelve shrubs, mostly on the North side of the planter boxes.

Ms. Smith noted that that area used to be where a pond was. She understood that they could not put a pond or anything in that area but asked if they could have something that would hold water when it rained. Mr. Morneau replied that they could not since it would cause draining issues. Ms. Smith thought it would be fun to include a picture of the pond.

h. Work Party Plan for April at Johnny Diamond Park

Ms. Marshall reported that her and Mr. Beatty, Ms. Meston, and Ms. Mosier started working at Johnny Diamond park around 9:00 a.m. pulling weeds around the fence. They got a lot done but were not able to finish in time. More work should be done around the sign.

Ms. Mosier asked if finishing the work around the sign was a good project for their next work party. Ms. Marshall thought it would work well. She said they would meet on May 10, 2021 at Johnny Diamond Park at 9:00 a.m. Ms. Mosier added that if they had time left over, they could go to Pavilion park and clean up around there.

Ms. Meston noted that they had leftover grass that they could give to Public Works to use.

i. Booth Kelly Signs

Ms. Coury found some signs that she really liked but was unsure how many they would want to order. She thought everyone could type up a blurb on what the botanical signs would say. Then Ms. Smith could take them to the Heritage Committee to look at. They might be able to get a grant for more signs. She could attend one of their meetings, or a Heritage Committee member could come to a Park | Tree meeting.

j. Work Plan Projects

Everyone looked at their current list of projects. The first one on there was about putting chess tables in Norma Pfeiffer. She wondered if that could be included in the pop-up plaza. They would put that project on hold.

Ms. Mosier thought that painting the lamp posts was a maintenance issue so they could take that off the list. If they wanted to change the color, they could be involved.

Mr. Harmon said he was working on the trails and signs on industrial way so it should stay on the list. He said that the information kiosk was getting new rain gutters, after that they would move to cleaning the pavilion. They just purchased a new power washer that could clean the structure.

k. Budget

Mr. Harmon said that they had \$15,000 total. It would be \$4,000 for the kiosk roofing and another \$4,000 for the trailer. That left around \$7,000 for the Committee to use to potentially get play equipment for Jacob Spores park. He wanted a quick decision to get it purchased in the current fiscal year.

Mr. Harmon will be asking for more capital money in the budget. He wanted to buy a new lawn mower and allow for some extra funds for other projects or anything that popped up. The proposed budget would be shown to the Committee at their next meeting.

6. Adjournment

Ms. Mosier adjourned the meeting at 7:42 p.m.

(Minutes recorded by Lydia Dysart)

APPROVED by the Parks & Tree Committee of Coburg this 16th day of March 2021.

Chair, Mary Mosier

ATTEST:

Sammy L. Egbert, City Recorder

DRAFT