



## MINUTES

Coburg Parks | Tree Committee

City Hall, 91136 N. Willamette

January 17th, 2023 – 6:00 p.m.

**COMMITTEE MEMBERS PRESENT:** Chair Mary Mosier, Vice Chair Tom Beatty, Lonna Meston, Coleen Marshall, Karen Coury

**COMMITTEE MEMBERS ABSENT:** Claire Smith, Joe Morneau

**STAFF:** Public Works Director Brian Harmon

### 1. Call to Order

Chair Mosier opened the Parks | Tree Committee meeting at 6:05 p.m.

### 2. Roll Call

Chair Mosier acknowledged those present. There was a quorum.

### 3. AGENDA REVIEW | Approve Minutes from November 15th, 2022

**MOTION:** Ms. Marshall moved to approve the November 15th minutes as presented, seconded by Ms. Meston. The motion passed unanimously - 4:0:0.

### 4. City Updates/City Administrator Report

There were no questions.

### 5. Committee Business

- Election of Officers

**MOTION:** Ms. Marshall moved to re-elect Mary Mosier as Chair, seconded by Vice Chair Beatty. The motion passed unanimously - 4:0:0.

**MOTION:** Ms. Marshall moved to re-elect Tom Beatty as Vice-Chair, seconded by Ms. Meston. The motion passed unanimously - 4:0:0.

- Finalize Annual Report to City Council - Goals

Mr. Harmon noted that he'd need the report and goals by February 2nd.

Chair Mosier said the report was finished but was waiting on the City Council's response for volunteer hours.

After discussion of the long-term goals as recorded in the November 15th minutes, it was decided by consensus to add the Coburg Creek subdivision park to the list.

Updated Long-term Committee Goals:

- Advocate for a volunteer coordinator on City staff
- Establish a community volunteer base
- Research and development of a Parks & Rec district
- Create a process for future purchase approval and development of park land
- Julie Morneau Heritage Park
- Coburg Creek subdivision

- Our Town (Newsletter) Contributions

Vice Chair Beatty noted that he had submitted a poem which would appear in the next issue.

Suggestions for upcoming issues included biographies of individual "Heritage" trees, a history of Arbor Day, a "Before You Plant" guide, and a piece on the value of volunteers.

Mr. Harmon suggested adding Arbor Day to the February agenda.

- Holly at Picnic Shelter

Vice Chair Beatty presented. There was a decision by consensus to replace two of the three holly bushes with a red maple.

- Location of Ray Smith Fire Hydrant

There was a decision by consensus to entrust the donation to the City Council with the recommendations of placement within the City Hall or the Odd Fellows buildings.

- Donation Policy Suggestion List

Vice Chair Beatty volunteered to compile a list of donation suggestions. He requested that the committee members send in their ideas.

Mr. Harmon specifically suggested drinking fountains.

There was some discussion of the status of Park Watch signs.

- Upcoming Work Party Date & Location

A work party was scheduled for February 6th at 9:00 am at Norma Pfeiffer Park for clean-up around the flagpole and pruning and edging around the roses. A yard of bark dust or wood chips from Lane Forest Products was requested from Public Works.

Mr. Harmon noted that the Open House scheduled for January 24th had been moved to February 2nd. Chair Mosier, Ms. Meston and Vice Chair Beatty offered to attend. Mr. Harmon suggested including index cards and a drop box for public input.

Ms. Marshall noted that the date listed on the agenda for the next scheduled meeting was incorrect and should be the 21st rather than the 14th.

After discussion, the decision by consensus was to schedule a Work Session for 4:30 pm on February 21st to review public input on the Pavilion Park Plaza. A second Work Session in March was suggested but not scheduled.

## **6. Adjournment**

Chair Mosier adjourned the meeting at 7:05 p.m.

## **FUTURE MEETINGS**

~~January 24<sup>th</sup>~~ February 2nd Public Meeting for Plaza Ideas - All Day

February 6th Work Party - 9:00 am

February 7<sup>th</sup> City Council Meeting

February 21st Parks and Tree Work Session - 4:30 pm

February 14<sup>th</sup> 21st Parks and Tree Committee

*(Minutes recorded by Angela Kern)*

APPROVED by the Park & Tree Committee on this \_\_\_\_ day of \_\_\_\_\_ 2023.

ATTEST:

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Sammy L. Egbert, City Recorder

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Mary Mosier, Chair