



COMMITTEE MEMO

MEETING DATE: July 15, 2025

STAFF: Adam Hanks, City Administrator

Park | Tree Committee July 2025 Meeting Overview

Agenda Background Information

The following are highlights of items on the meeting agenda.

Item #2 – Hazards and Park Issues

Follow up list includes:

- Bench maintenance – Booth Kelly Rehab next on list
- Restroom Facilities Remote/scheduled Lock systems – In Progress
- Dead trees - Van Duyn parkrow – In progress
- Norma Pfeiffer branch limb up – in progress
- Johnny Diamond – Dead tree – noted for fall replacement
- Blackberries extending onto loop path – On list

Item #3 – Work Party Recap

Item #4 - Park Projects Update

Pavilion

- Fountain design and cost estimates in progress. Dead trees to be removed in July, replanted in Oct/Nov (under warranty)
- Fundraising for fountain, benches, light bollards and picnic tables in development
- Maintenance/improvement tasks planned for August/Sept/Oct include painting existing light posts, plank replacement on pavilion structure floor (near back), open pedestrian “lane” at info shelter, painting and new signage for Bike Hub

Johnny Diamond

- Focus on weeding, primarily inside fenceline

Jacob Spores

- Monitoring water needs for new tree and native plantings
- Hedge trimming scheduled for August

Norma Pfeiffer

- Irrigation repairs complete (hopefully)
- Draft design for Veterans Medallion monument to Park & Tree Committee for review in September
- Signage at restrooms for camera and open hours to be designed and installed with new door locks

Item #5 – Pavilion Park Signage

Item #6 – Pavilion Park - New Signage Design, Placement and Naming

A component of the land swap that resulted in the City formally acquiring the parcel between the (former) park and the Ryan Thomas property was an agreement to rename Pavilion Park in the memory of Laura Harward, daughter of Chuck and Tish Shepard, who owned the land the City acquired for the Pavilion Park expansion project.

The Shepard family also offered to donate new signage at the completion of the expansion project to facilitate the name change. At its June meeting, the Park and Tree Committee unanimously agreed to recommend the name change request of Laura Park at the Pavilion to Council for final consideration.

At the same meeting, the Committee unanimously agreed on a recommendation for the placement of the new sign to be located near the SW corner of the park, partially up the mounded landscape area, angled slightly to the south to enhance the view of the sign to motorists, cyclists and pedestrians travelling north from the Pearl/N Willamette intersection.

The most recent iteration of a proposed sign for Pavilion Park is below for Committee review, deliberation and recommendation:



Item #6 – Future Meeting Agenda Items – Items for upcoming meetings include:

- Final Veterans Memorial Medallion Design
- Community engagement plan for Coburg Creek Park development
- Land Use Code Change discussion on subdivision parks land dedication vs payment in lieu
- Vegetation Management and Maintenance Plan Review
- Committee Vacancies – Recruitment/Appointment Process

Item #7 – City Administration Report