



MINUTES

Coburg City Council Meeting

March 8, 2022 7:00 P.M.

City Hall 91136 N Willamette Street

Virtual via Zoom

MEMBERS PRESENT: Mayor Ray Smith, Markus Alexander, Nancy Bell, Kyle Blain, John Fox, John Lehmann, Patty McConnell.

STAFF PRESENT: Sammy Egbert, City Recorder; Anne Heath, City Administrator; Megan Winner, Anne Davies, City Attorney; Tim Gaines, Finance Director; Brian Harmon, Public Works Director and Chief Larry Larson, Police.

GUESTS: None.

RECORDED BY: Marlene Hockema, LCOG.

CALL TO ORDER

Mayor Smith called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mr. Blain led the pledge of allegiance.

ROLL CALL

Ms. Egbert took roll and a quorum was present.

MAYOR COMMENTS

1. Arbor Day Proclamation

Mayor Smith read the Arbor Day Proclamation declaring April 29, 2022 Coburg Arbor Day.

2. Child Abuse Prevention Proclamation

Mayor Smith read the Child Abuse Prevention Proclamation proclaiming April 2022 Coburg Child Abuse Prevention Month.

AGENDA REVIEW

CITIZEN TESTIMONY

None.

RESPONSE(S) BY CITY COUNCIL

None.

CONSENT AGENDA

None.

SPECIAL GUEST

3. Park Tree Committee Annual Presentation by Chair, Mary Mosier

Ms. Mosier was not in attendance of the meeting but had submitted a report which was included in the Council's meeting packets.

ORDINANCES AND RESOLUTIONS

4. First Reading

ORDINANCE A-200-J AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF COBURG IDENTIFIED AS TAX LOT 00202 OF ASSESSORS MAP 16-03-34-00 AND CONSISTING OF 107.43 ACRES, TO CHANGE THE COBURG ZONING MAP TO REZONE SAID TERRITORY FROM LANE COUNTY ZONING DISTRICT EXCLUSIVE FARM USE (E-40) TO COBURG ZONING DISTRICT LIGHT INDUSTRIAL.

Attorney Gary Darnielle stated the purposed Ordinance **A-200-J** would be important to the Planning Department because the City has a pending land use application that has not been acted on yet by the approval body. By City Council rendering a final decision on the applications, the application would be officially completed at the local level. The application is important to the City because the annexed land has the ability to meet the employment lands need that was identified as regional need in past urbanization studies. The City has also invested heavily in infrastructure for planned growth on the east side of I5 of which development on the subject property was factored in.

The staff presented a recommendation that the Council approve the annexation and rezone applications by adoption of Ordinance **A-200-J**.

During a time of discussion Mr. Darnielle informed the Council that the second reading would be postponed to the April 12, 2022 meeting as the public would have ten days, to respond, and the City an additional week allowed for written rebuttal and closure, followed by a decision prior to the April meeting.

MOTION: Mr. Blain moved and Mr. Fox seconded to accept **ORDINANCE A-200-J** as stated above. Mayor Smith called for a vote: Markus Alexander , Nancy Bell , Kyle Blain , John Fox , John Lehmann , and Patty McConnell . Motion passed 6:0.

5. RESOLUTION 2022-06 A RESOLUTION AUTHORIZING GRANT FUNDING APPLICATION TO THE STATE HISTORIC PRESERVATION OFFICE (SHPO) FOR THE OREGON MAIN STREET REVITALIZATION GRANT PROGRAM.

The staff presented a recommendation to approve Resolution **2022-06**, a resolution authorizing the application to the State Historic Preservation Office (SHPO) for Oregon Main Street Revitalization Grant for an amount up to \$200,000.

Tracy Pugh stated the State Historic Preservation Office (SHPO) offered matching grants that would support downtown revitalization efforts in communities participating in the Oregon Main Street Network. The purpose of the program would be to acquire, rehabilitate, and construct buildings on properties in designated downtown areas statewide and facilitate community revitalization that would lead to private investment, job creation or retention, establishing or expanding viable businesses, or creating a stronger tax base.

Mr. Alexander questioned the return on investment in a rented building; discussion determined that there would be benefits but not necessarily monetary.

MOTION: Ms. Bell moved and Mr. Blain seconded to accept ORDINANCE **2022-06** as stated above. Mayor Smith called for a vote: Markus Alexander, Nancy Bell, Kyle Blain, John Fox, John Lehmann, and Patty McConnell. Motion passed 6:0.

6. RESOLUTION 2022-07 A RESOLUTION AUTHORIZING GRANT FUNDING APPLICATION FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT FOR THE DEVELOPMENT OF A PLAZA AT PAVILION PARK AND DELEGATINT AUTHORITY FOR THE CITY ADMINISTRATOR TO SIGN THE APPLICATION.

The staff presented a recommendation to approve Resolution **2022-07** authorizing the application for a Local Government Grant from the Oregon Parks and Recreation Department for an amount up to \$750,000.

Mayor Smith asked if the renderings submitted would be flexible to which Mr. Harmon responded in the affirmative, if the grant was awarded.

MOTION: Mr. Blain moved and Mr. Fox seconded to accept ORDINANCE **2022-07** as stated above. Mayor Smith called for a vote: Markus Alexander, Nancy Bell, Kyle Blain, John Fox, John Lehmann and Patty McConnell. Motion passed 6:0.

7. RESOLUTION 2022-08 A RESOLUTION AUTHORIZING GRANT FUNDING APPLICATION TO THE OREGON STATE HOMELAND SECURITY GRANT PROGRAM THROUGH THE OREGON MILITARY DEPARTMENT OFFICE OF EMERGENCY MANAGEMENT.

The staff presented a recommendation to approve Resolution **2022-08** authorizing the application to the Oregon Military Department Office of Emergency Management State Homeland Security Grant in an amount not to exceed \$150,000.

Jim Bell presented the background for the resolution stating emergency preparation of the City of Coburg and its residents should be a priority. He added that the City has participated in local and regional planning for emergencies such as natural disasters, chemical spills, and or domestic terrorism. Through these discussions a list of priority needs had been identified as:

- Communications equipment
- Emergency fuel storage
- Emergency preparedness training
- Public information outreach

MOTION: Ms. Bell moved and Mr. Fox seconded to accept Resolution **2022-08** as stated above. Mayor Smith called for a vote: Markus Alexander, Nancy Bell, Kyle Blain, John Fox, John Lehman, and Patty McConnell. Motion passed 6:0.

COUNCIL ACTION ITEMS

8. Budget Officer Appointment 2022-23

Ms. Heath nominated Tim Gaines, Finance Director, as Budget Officer for the FY2022-23.

MOTION: Mr. Blain moved and Ms. Bell seconded to approve appointment of Tim Gaines as Budget Officer for FY 2022-23. Mayor Smith called for a vote: Markus Alexander, Nancy Bell, Kyle Blain, John Fox, John Lehmann and Patty McConnell. Motion passed 6:0.

ADMINISTRATIVE INFORMATION REPORTS

9. Finance Monthly Report

Ms. Heath presented a written report and clarified any questions.

10. Administration Monthly Update

Ms. Heath presented a written report and addressed preliminary costs noting that fuel will be significantly higher than projected. When questioned as to whether the façade on city hall would be natural wood Mayor Smith said he would like to see that; additionally, he stated his concern whether the awning would have the needed 3' clearance.

UPCOMING AGENDA ITEMS

- City Charter Discussion
- 2022-2023 Goals and Work Plan

FUTURE MEETINGS

- March 15 Heritage Committee
- March 16 Park Tree Committee
- March 17 Code Review Ad-Hoc
- March 29 Council Work Session
- April 12 City Council

ADJOURNMENT

Hearing no further discussion, Mayor Smith adjourned the meeting at 8:07 p.m.

APPROVED by the Coburg City Council on this xx day of xx 2022.

Ray Smith, Mayor of Coburg

ATTEST:

Sammy L. Egbert, City Recorder

DRAFT