



COMMITTEE MEMO

MEETING DATE: January 21, 2025

STAFF: Adam Hanks, City Administrator

Park | Tree Committee January 2025 Meeting Overview

Agenda Background Information

The following are highlights of items on the meeting agenda.

Item #4 – Park Projects Update

Pavilion Park – Asphalt patching was completed in December and work has been generally paused for weather and will resume in late February, early March. Staff will be developing and presenting a fundraising plan for elements of the project that were removed from the contract bid award for the project that will need to be funded and completed outside of the work of the contractor.

Pheiffer Park Medallions – From committee discussion at the December meeting, staff will need Committee direction on the scope/scale of this project as the internally illuminated, large medallions represent a much larger project than originally understood and will require additional planning and project oversight.

Pheiffer Park Rose ID Signs – Staff presented vendor options for identification signs for the Veterans Memorial roses. Committee members indicated an interest in seeking local vendors. Staff needs committee discussion and agreement on direction for vendor selection, order and installation of signs.

Booth Kelly Path – PW staff is working with several volunteer groups interested in the wood chip trail surfacing for their spring community project. Staff will continue to work with these organizations to develop a timeline for the work to occur and will have the materials ordered and available for the volunteer work party when finalized.

Item #5 – Council Revenue Sub-Committee Update

This committee recently completed phase I of its charge, which resulted in utility rate adjustments for water, sewer and transportation (TUF). The sub-committee will now focus on general fund related revenue options and will be meeting several times in February and March to develop recommendations for Council's review and approval, likely in April or May. As these recommendations will most likely contain fees relating to both the parks system and the existing tree fee, the Parks | Tree Committee should provide either its own recommendation or a comment/recommendation on the Sub-Committee's recommendation.

Item #6 – Community Survey – Staff has engaged the assistance from a student program at the University of Oregon to develop, distribute and compile a high level community survey for the City of Coburg. The

survey is intended to gain insights into community sentiment, priority and quality of the core services the City provides the community. Topics will include public safety, public works/utilities, parks, emergency management and finances/budget. Staff would like a recommendation on the topics and types of questions the Parks | Tree Committee would be interested in staff and the U of O class to work on for the parks related survey questions (2-3 parks questions total)

Item #7 – Approved Street Tree List Review – Chair Beatty suggested the Committee review the street tree list to potential alter the current list in light of current and future climate trends that could impact the health and viability of certain tree species. The Street Tree list as well as the Tree Ordinance that establishes the authority and use of the Street Tree list is attached.

Item #9 – Future Meeting Agenda Items – Items for the January and potentially February meeting include:

- a. Revenue recommendation for Parks funding (Parks and Open Space Fee)
- b. Community engagement plan for Coburg Creek Park development
- c. Land Use Code Change discussion on subdivision parks land dedication vs payment in lieu
- d. Vegetation Management and Maintenance Plan Review
- e. Committee Vacancies – Recruitment/Appointment Process