



Coburg City Council
March 9, 2021
Coburg City Hall – ZOOM meeting
91069 North Willamette St., Coburg, Oregon

COUNCILORS PRESENT: Ray Smith, Mayor; Nancy Bell, Council President; Mark Alexander; John Lehmann; Kyle Blain; John Fox, Councilors.

ABSENT: None.

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

RECORDED BY: Jack Moran, LCOG

CALL TO ORDER:

Mayor Smith called the Regular Session of the Coburg City Council to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE:

Ms. Egbert presented a video of the Pledge of Allegiance.

ROLL CALL:

Ms. Egbert called the roll and announced a quorum was present.

MAYOR COMMENTS:

1. Child Abuse Prevention Proclamation: Mayor Smith read a proclamation declaring April 2021 as Child Abuse Prevention Month. A copy of the proclamation was included in the agenda packet.
2. Arbor Day Proclamation: Mayor Smith read a proclamation declaring April 30, 2021, as Arbor Day in Coburg. A copy of the proclamation was included in the agenda packet. The mayor said the city hoped to plan a tree-planting activity with students, after that tradition was canceled in 2020 due to pandemic concerns.

AGENDA REVIEW:

Mayor Smith said an improper portion of the code was attached to Agenda Item 10 in the packet. Councilors later received an email with the proper attachment.

The topic of potential in-person meetings would be discussed as part of the City Administrator's report, Mayor Smith said.

CITIZEN TESTIMONY:

Ms. Egbert said none was received.

RESPONSE(S) BY CITY COUNCIL:

None

CONSENT AGENDA:

3. Minutes January 12, 2021 City Council
4. January 26, 2021 State of the City
5. Minutes February 9, 2021 City Council

Mayor Smith asked that the minutes for the State of the City be corrected (first page, fourth paragraph) to say "Budget Committee and City Council" instead of "Budget and Planning Committee"

Mayor Smith asked that the minutes for the Feb. 9 City Council meeting be amended (second-to-last paragraph on page 6) to specify the water line in question would run "to the new reservoir site."

Councilor Lehmann asked that the minutes for the Jan. 12 City Council meeting be corrected (page 3) after it incorrectly said he had made a motion to approve an item regarding the Harrisburg police contract. He actually had voted against the motion. Ms. Egbert said she would check the recording. Councilor Blain said he had made the motion, with Councilor Alexander seconding it.

Councilors did not remove any items from the consent agenda.

Councilor Fox moved, seconded by Councilor Bell, to ACCEPT THE CONSENT AGENDA, AS AMENDED. Approved 6:0.

SPECIAL GUEST

6. Travel Lane County - Mayor Smith introduced Andy Vobora of Travel Lane County, who made a slideshow presentation. A copy of Travel Lane County's semiannual report covering July-December 2020 was included in the agenda packet.

Mr. Vobora said total travel spending in Lane County had topped \$1 billion in 2019. He then talked about how the pandemic had impacted visitor spending in categories such as room-tax revenue.

Mr. Vobora spoke in detail about how his agency had worked with its partners to adapt strategies at several points after the pandemic began. He said Travel Lane County focuses on three different markets: leisure/tourism; conventions; and sports. Many of those types of activities had been restricted during the pandemic, he said.

After becoming unable to market travel, Travel Lane County unveiled the #LoveLane campaign. Its goals included supporting local business; fostering community pride; and keeping the county top-of-mind for future trip planning, Mr. Vobora said.

He then detailed Travel Lane County's subsequent marketing campaigns during a year that included challenges such as the Holiday Farm Fire and an increase in COVID cases later in 2020.

Mr. Vobora said there were about 2,700 page views of the Coburg pages on Travel Lane County's website over the last year. A number of travel blogs had recently mentioned Coburg, he said.

Councilor Fox asked how Travel Lane County compiled data about businesses that had gone out of business, considering not all cities have business registries. Mr. Vobora acknowledged the data could be difficult to obtain, but that his agency worked with a number of partners to compile its information.

Mayor Smith said Travel Lane County was a great resource, and that Coburg was stepping forward in the area of economic development. Vobora said his agency was excited about the city receiving a Destination Ready grant.

7. ODOT Interchange Presentation - Mayor Smith introduced Oregon Department of Transportation Area Manager Frannie Brindle. She was joined during the presentation by Jen Hedlind of ODOT and consultants Stuart Bennion and Sierra Laventura-Volz, both of WSP USA.

Ms. Brindle said money left over from a previous improvement project on Pearl Street was used to pay for the right-of-way purchase of one property and also funded a concept-level design for the I-5 Coburg interchange.

The Project Design and Grant Analysis report for the interchange was included in the agenda packet.

Ms. Brindle said there was no money yet for construction. The presentation was intended to give councilors an idea of the design, and an opportunity to review it. Ms. Brindle said ODOT intended to apply for construction funding that would hopefully become available.

Ms. Hedlind said the consultants led the design and grant-analysis work. She spoke further about the project's background, which was detailed in the report provided and presented to Council.

Mr. Bennion provided further information regarding the current design results. He discussed portions of the project that had been completed; and those that still needed to be done. He also discussed city responsibilities pertaining to the project area. The total project cost is estimated to be \$35.7 million. The information was detailed in the report.

Mayor Smith asked Mr. Bennion about the amount of acreage required for the project and expressed concern that if more than 7 acres of an adjacent lot were used, it could present an issue because the land is only developable in 20-acre minimums.

Ms. Hedlind said she would follow-up with additional information. She added the adjacent property owner was aware of the design. Mr. Bennion added that the property owner had at one point said his company had considered doing similar construction, and had wondered if he or another party would end up building it.

Mayor Smith mentioned discussions were continuing regarding the city potentially taking responsibility for roadways from the county in the project area.

Mayor Smith also asked about storm-drainage and wetland-mitigation issues. Mr. Bennion said there was a placeholder in the cost estimate to address potential mitigation measures. In response to a question from Mr. Fox, Mr. Bennion said the project would define the wetland's aesthetics.

In response to questions from Mr. Fox, Mr. Bennion said the current design includes six-foot-wide sidewalks with six-foot-wide shoulders; and Ms. Hedlind said public involvement would determine the fencing design. Approximately \$50,000 was budgeted for fencing, Ms. Hedlind said. Additionally, Mr. Bennion said the intersection currently had lighting and that the issue of potentially adding more lights could be discussed in the future.

In response to a question from Mr. Lehmann, Mr. Bennion said the inflation factor was included in the construction cost provided to Council. The target for construction was 10 years out, he added.

Ms. McConnell asked for clarification on the location of noise walls that could be the city's responsibility to maintain. Mr. Bennion said the locations included a section along the freeway's northbound lanes near the off-ramp.

Mr. Bennion said walls would be six- to eight-feet high, and built of material that could handle settling during construction, in response to questions from Mr. Alexander.

Mr. Alexander also asked if anything would stop people from potentially camping or loitering along the access road. Mr. Bennion said local businesses and users of a nearby RV park would be using it, and that its design would not allow people to park there.

Mr. Alexander also asked about the percentage of trucks to cars on the bridge, and mentioned a concern that the sidewalks on the interchange would be too narrow. Mr. Bennion did not have specific information on traffic counts, but said he believed fewer trucks used the bridge now than had several years ago.

Ms. Heath followed up on a previous discussion city staff had with ODOT a year ago regarding city utilities on the bridge, and asked if an empty conduit for future broadband was part of the plan. Mr. Bennion said those details were part of the phased construction on the north part of the bridge.

Ms. Brindle then redirected the presentation to the funding slides. Ms. Hedlind and Ms. Laventure-Volz presented information included in the packet regarding competitive grant funding. Two funding sources were recommended for further consideration: the Better Utilizing Investments to Leverage Development (BUILD) program; and the Infrastructure for Rebuilding America (INFRA) Program.

Ms. Laventure-Volz discussed recommendations for strong federal applications; identified next steps for funding; and noted grant programs are changing under the current federal administration.

In response to a question from Mayor Smith, Ms. Laventure-Volz said a planning grant proposal could potentially be completed by the end of 2021.

It would take a few months of post-pandemic, normal traffic to complete an accurate traffic study, the consultants said in responses to a question from Mr. Fox and Mayor Smith.

Ms. Brindle said, in response to a question from Mr. Fox, that there was a funding source that potentially could be tapped in the future to provide matching funds for the project.

In response to a question from Ms. Heath, ODOT officials and the consultants agreed it could take two or more years to complete environmental and right-of-way phases needed to develop a final project design.

Ms. Brindle concluded the presentation. She said many aspects of the project would need to be addressed before construction could proceed. Both Ms. Brindle and Mayor Smith said they looked forward to the city and state working together on the project.

ORDINANCES AND RESOLUTIONS

COUNCIL ACTION ITEMS

8. Budget Officer Appointment for Fiscal Year 2021-22 - Ms. Heath introduced the topic and said the Finance Director typically serves as the city Budget Officer. She requested the Council appoint Mr. Gaines to the position.

Councilor Bell moved, seconded by Councilor Blain, to DESIGNATE TIM GAINES AS THE CITY OF COBURG BUDGET OFFICER FOR FISCAL YEAR 2021-2022 PROCESS: The motion carried unanimously, 6:0.

9. City Council Goals for Fiscal Year 2021-22 - Ms. Heath introduced the topic and said staff had recommended the Council add a seventh goal to the list, that addresses committee and commission communication. Council had agreed to that addition at their annual retreat.

Mr. Lehmann suggested changing the language listed under fiscal stewardship to say the Council would conduct “deliberations on the TUF” funding rather than simply ‘implement’ it to fund street repairs, since discussions are continuing.

Mr. Fox said he has heard comments that the city’s planning code is convoluted and could use refining. Heath said the Council work plan included an update to the development code.

Councilor McConnell moved, seconded by Councilor Fox, to ADOPT THE PREAMBLE STATEMENT AND LIST OF GOALS SO STATED IN ATTACHMENT 'A' FOR FISCAL YEAR 2021-2022, AS AMENDED: The motion carried unanimously, 6:0.

10. Annexation Zone Change Application Process - City Attorney Anne Davies introduced the topic. A related memorandum to Council concerning annexation and zone-change applications submitted by owners of the 107-acre property in question was included in the agenda packet.

Ms. Davies said she had concluded in her legal analysis that the Council was not required to refer the matter to the Planning Commission for a recommendation on the zone-change application, but may choose to do so.

In response to a question from Councilor Bell, Mr. Hearley said the Planning Commission had not reviewed the application. Ms. Heath added that she recalled a discussion in which several planning commissioners had indicated being open to doing whatever Council wants in regard to the issue.

Planning Commission Chair Paul Thompson said the commission’s participation would provide an opportunity for additional public involvement.

Mr. Hearley said the commission could potentially review the request as early as April 21. The Council could then potentially review the issue on May 11. Those dates were tentative, Mr. Hearley emphasized.

After additional discussion, councilors confirmed they did want the Planning Commission to review the zone-change and annexation requests, and subsequently provide a recommendation to Council.

ADMINISTRATIVE INFORMATION REPORTS

11. Financial Written Update - Mayor Smith asked if councilors had questions for Mr. Gaines. There were none.

12. Committee Minutes - Mayor Smith asked if councilors had any comments on committee minutes. Ms. McConnell said she appreciated having the minutes.

13. Transportation System Plan Revision Update - Ms. Heath presented a planner's memo on the Transportation System Plan revision update. The memo was included in the agenda packet.

Ms. Heath said it was important to make needed changes to the plan by summer. Staff would subsequently submit it to the state for consideration.

14. Administration Monthly Report - Ms. Heath noted Lane County was moving to the moderate-risk category and that the city was looking at options for public meetings. She said City Hall would reopen to the public on March 12.

Ms. Heath's monthly report was included in the agenda packet.

As part of her presentation, Ms. Heath discussed the city having received a grant award to design a bike kiosk. In response to a question from Mr. Alexander, Ms. Heath spoke about potential features of the kiosk, and said the city may place it in Pavilion Park.

The placement would be on city property, Ms. Heath said in response to a question from Mr. Lehmann.

Ms. Egbert then further discussed the council's options for future meetings. She said public attendance and participation had increased at both City Council and Planning Commission meetings since the city began livestreaming the groups' meetings online.

Ms. Egbert said capacity and distancing were considerations in planning in-person meetings; and that it was important for the city to be clear about how people could participate in public hearings, whether they happened online or in-person.

Ms. Egbert recommended allowing city committees to hold in-person meetings if they desired; and to continue virtual City Council and Planning Commission meetings through at least April.

Mayor Smith and Mr. Fox both said they agreed with the recommendations. Both mentioned the increased public participation during virtual meetings as well as health concerns associated with in-person meetings.

COUNCIL COMMENTS

The Council's goals and work plan were briefly discussed, in response to questions from Mr. Lehmann. Ms. Heath said some activities had been rolled over to the next year, some had been restated and others still could be completed during the current fiscal year.

Mayor Smith advised Mr. Lehmann to put in writing any proposed changes to the goals and plan. Mr. Fox said he wanted timelines added to the Council's broad goals.

ADJOURNMENT

Mayor Smith adjourned the meeting at 9:48 p.m.

APPROVED by the Mayor and Council of the City of Coburg this April day of 13, 2021.

ATTEST:

Ray Smith, Mayor

Sammy L. Egbert, City Recorder