



MINUTES

Parks Tree Citizen Advisory Committee

November 21, 2023 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Mary Mosier, Chair; Lonna Meston, Joe Morneau, Karen Coury, Tom Beatty, Michelle Shattuck

MEMBERS ABSENT: Coleen Marshall

GUESTS/STAFF PRESENT: Brian Harmon, Public Works Director

RECORDED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

Chair Mary Mosier called the meeting of the Coburg Parks Tree Citizen Advisory Committee to order at 5:59 pm.

ROLL CALL

Public Works Director, Brian Harmon called roll. A quorum was pre-established.

AGENDA REVIEW

There were no changes.

APPROVE MINUTES FROM OCTOBER 17 & OCTOBER 30, 2023

There were no changes to either.

MOTION

Joe Morneau moved, seconded by Karen Coury to approve the October 17, 2023 Parks Tree Citizen Advisory Committee meeting minutes as presented.

Motion passed as 5:0.

Joe Morneau moved, seconded by Lonna Meston to approve the October 30, 2023 Parks Tree Citizen Advisory Committee Special meeting minutes as presented.

Motion passed as 5:0.

CITY UPDATES | CITY ADMINISTRATOR REPORT

Ms. Mosier asked if anyone had questions for Brian.

Mr. Harmon mentioned that Adam wanted him to share the handout for recreational immunity, and shared some details on what that is. He also mentioned possible recreational signage.

COMMITTEE BUSINESS

a. Veterans Memorial Project Update

Mr. Harmon said that the paths are almost all done, but they stopped because they can't do the detailed work until after the planting beds are done.

Mr. Beatty asked what the plan was for removing the soil from the beds. Mr. Harmon said they will till it up, remove the material, then bring in new material.

Mr. Beatty mentioned saving some of the daffodil bulbs and putting them somewhere else. Mr. Harmon said they have time to save them if they wanted.

Ms. Coury clarified that the roses would be here January. Mr. Beatty said they usually start shipping around then, but they could be here earlier than that, and they should be able to get them done mid to late winter.

Mr. Harmon said he is waiting for the planting and paths to be done then will try to solicit donations for the medallions. He said he'd talk about medallion placement come spring.

b. Committee Goals/Work Plan

Ms. Mosier asked what their committee goals were.

Ms. Coury mentioned the Coburg Creek Park. Ms. Mosier said they would have to know what funds they have and finish other projects before they could move forward with that. Mr. Harmon recommended the planning for this to go onto next years' work plan. He also said that they ordered two more dog potty stations for that subdivision.

Ms. Coury asked about the grass at Johnny Diamond. Mr. Harmon said that should be on their work plan. Ms. Mosier said that it is an ongoing project, along with the weeds on the outside.

Mr. Beatty asked if they wanted a volleyball court put in. They would have to change the surface to be something people can play on. Ms. Mosier asked why the volleyball net was not put up this summer and Mr. Harmon could not think of a reason.

Ms. Mosier then asked about their accomplishments.

Mr. Beatty said they've made many accomplishments and improvements on the Veterans Memorial and the Pavilion updates with the help of monthly work parties. He also asked about the mowing schedule and clarification on where and when to mow.

Ms. Coury asked if there was something they could put in the places that shouldn't be mowed to mark them so they're more noticeable.

Ms. Mosier mentioned the grass growing up through the pickle ball courts, and Mr. Harmon said someone else took care of that and it is no longer there.

Ms. Mosier said that Coleen Marshall mentioned that the Booth Kelly sign needs to be treated, and Mr. Harmon said all the park signs need to be redone.

Ms. Coury said the Jacob Spores park sign and the flowers around it is an accomplishment.

Ms. Mosier said they would like to do something in Jacob Spores so they could see the creek. She also said they did research on the shade sails and mentioned that Ms. Marshall suggested a tree over the play structure for shade. Until that comes up, they would like to add a sail over it. They will look later on with funds about doing something similar in the Pavilion for concerts.

c. Tree City USA Work Plan Review

Mr. Harmon said this is new and he had to have a work plan for Tree City USA application. Their format is different and he wanted to show them the plan for the 2024 application. He mention they have to apply every December to be in Tree City USA.

Mr. Harmon and the arborists are working on a plan to assess the Big Leaf Maples in city owned right-of-ways because they had some failures. There is not a start date yet, but it will depend on funds and time.

Ms. Meston mentioned the trees on Abby Road, which are not clear if they are on city property. Mr. Harmon said that is a big part of the first step of the assessment; to verify if the tree is in the right-of-way.

d. Plaza Upgrade Update

Mr. Harmon said that ordering the restroom has had its challenges. They have submitted and asked some questions about the stacked rock and have not gotten a definite answer. Mr. Harmon and Adam Hanks decided that if stacked rock is not an option then they will go with the flagstone with the basalt color.

Mr. Harmon said that the plan is to continue the lines to the fountain. He said that he and Adam are planning on starting a plan for the fountain next week. They have to figure out who is going to build it and how much it is going to cost and who is paying for it.

NEXT MEETING

December 19th, 2023

ADJOURNMENT

Ms. Mosier adjourned the meeting at 6:52pm.

APPROVED by the Park Tree Citizen Advisory Committee of the City of Coburg on this 23rd day of January 2024.


Tom Beatty, Chair

ATTEST: 
Sammy L. Egbert, City Recorder