



MINUTES

Parks Tree Citizen Advisory Committee

January 22, 2024 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Chair; Tom Beatty, Lonna Metson, Colleen Marshall, Joe Morneau, Karen Coury, Michelle Shattuck

MEMBERS ABSENT: Mary Mosier

GUESTS/STAFF PRESENT: Brian Harmon; Public Works Director, Megan Winner; Planning Director

RECORDED BY: Administrative Assistant; Madison Balcom

CALL TO ORDER

Chair, Tom Beatty called the meeting of the Coburg Parks Tree Citizen Advisory Committee to order at 6:00 pm.

ROLL CALL

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

AGENDA REVIEW

There were no changes.

APPROVE MINUTES FROM NOVEMBER 21, 2023

MOTION

Mr. Morneau moved, seconded by Ms. Meston to approve the November 21, 2023 Parks Tree Citizen Advisory Committee meeting minutes as presented.

Motion passed as 5:0

CITY UPDATES | CITY ADMINISTRATOR REPORT

Mr. Harmon asked if anyone had questions about the report. There were none.

COMMITTEE BUSINESS

a. Elections

Mr. Harmon mentioned that Mary Mosier's vote for committee chair was Tom Beatty. Ms. Marshall also nominated Tom Beatty for chair.

MOTION

Ms. Marshall moved, seconded by Ms. Meston to appoint Tom Beatty for chair.

Motion passed as 5:0

Ms. Marshall nominated Lonna Meston for vice chair, to which she declined. She then nominated Michelle Shattuck for vice chair.

MOTION

Ms. Marshall moved, seconded by Mr. Morneau to appoint Michelle Shattuck as vice chair.

Motion passed as 5:0

b. Mural on Norma Pfeiffer Restrooms

Ms. Winner presented the pictured mural layout on the screen. She explained that they received an application for a mural to be installed in the Norma Pfeiffer Park next to the playground. The application was submitted by Coburg Main Street Arts Committee. She briefly explains the policies behind the mural and application.

Ms. Shattuck shared her thoughts on the mural and how she would like to pursue it.

Ms. Winner read the evaluation criteria to the committee. Mr. Harmon asked some questions regarding each piece of criteria. There were no comments or concerns.

Mr. Beatty asked what medium the mural would be on. Ms. Shattuck believed it to be plywood which Mr. Harmon said they would add a protective layer onto.

Ms. Coury asked what their commitment to the people who are donating it, if it were to fade or need resealed. Mr. Harmon explained that that would go above the normal service level.

MOTION

Ms. Marshall moved, seconded by Ms. Coury that the proposed work of art be accepted by City Council as presented.

Motion passed as 5:0

c. Veterans memorial Update

Mr. Harmon didn't have many updates other than having done quite a bit of work and still having three planting areas that still need dug out. He explained that things got moved around for the next few weeks because of the storm. They are hoping to get back to that in the next week or two. They still have not heard from Johnsons Brothers. Mr. Harmon explained more on the next steps in the process. He hopes to have the project done by Valentine's Day. They will focus on the donations for the medallions after the plantings and walkways are done.

Mr. Beatty asked what soil mix they used for the beds and Mr. Harmon said they used the Rexius Premium Planting Soil.

Mr. Beatty suggested a work party to pull and gather the daffodil bulbs. Mr. Harmon suggested they do it soon before the project gets too much farther along.

d. Committee Goals/Work Plan

Mr. Harmon explained that this is a combination of what they've spoken about in the previous two meetings which Mary Mosier formalized. There was nothing new added.

MOTION

Mr. Morneau moved, seconded by Ms. Marshall that the Committee Goals and Work Plan to go to City Council for approval.

Motion passed as 5:0

e. Plaza Upgrade Update

Mr. Harmon reported that they are on schedule for this project with some project details.

f. Trees for Johnny Diamond Park

Mr. Beatty said that he thought they could enhance the park appearance by adding a series of small trees of similar heights along the inside of the fence on the East side of the park. It would help cut off the view of the distant highway and make it more intimate.

Ms. Coury asked if there were any thoughts about the South side. Mr. Beatty said he didn't know about the South side because of the trees already on the outside. She then asked about the North side. Mr. Beatty said they will have to replace one tree that is rotted, then they could decide what to put in there.

Mr. Harmon proposed doing this for Arbor Day and Mr. Beatty agreed with that idea. They are thinking 6-8 trees, including the one they need to replace.

g. Trails End Mowing

Mr. Beatty proposed that everything to the North of the paved pathway to the edge of the property be mowed as needed to keep things knocked down. And everything forward of that to not do more than two mowing's a year to preserve those plants.

h. Widow Makers Maintenance

Mr. Morneau mentioned that there is a tree on the corner across from the Christian Church with bad widow makers hanging over the sidewalk into city property. Mr. Harmon said that Sara Athey was going to try to make contact with the property owner to let them know that the tree needs attention. He said Public Works will not do any work on it.

Ms. Marhsall asked if anyone had considered bringing it up at a County Commissioners meeting. Mr. Morneau said he was only notified of this recently and has not reached out further.

Mr. Harmon said they've been monitoring for widow makers and they have gotten several away from the streets since last week, with a couple more to do this week. The arborist may be willing to take some of those down.

Mr. Harmon mentioned that the packet includes the appointments done at the last City Council meeting and the Committee's bylaws for everyone to have and refresh their memory of.

Ms. Marshall asked if anyone was interested in doing a February park cleanup at Jacob Spores. Mr. Beatty mentioned doing one for the Daffodil bulbs. Ms. Marshall proposed for a work party on February 26th at Jacob Spores Park, weather permitting.

NEXT MEETING

February 20, 2024

ADJOURNMENT

Mr. Beatty adjourned the meeting at 6:40pm.

APPROVED by the Park Tree Citizen Advisory Committee of the City of Coburg on this 20 day of February 2024.


Tom Beatty, Chair

ATTEST: 
Sammy L. Egbert, City Recorder