



**Coburg City Council**  
**Regular Session**  
**November 8, 2016 – 7 P.M.**  
**Coburg City Hall**  
**91136 North Willamette St., Coburg**

**COUNCILORS PRESENT:** Sharyl Abbaspour, Jerry Behney, Patti Gianone, Patrick Kocurek, Chris Page, Steve Stearns, Councilors

**ABSENT:** Ray Smith, Mayor

**STAFF PRESENT:** Brian Harmon, Public Works Director; Anne Heath, Finance Director; Sammy Egbert, City Recorder; Larry Larson, Coburg Chief of Police; Milo Mecham, City Attorney; Petra Schuetz, City Administrator.

**GUESTS PRESENT:** Judy Bailey; Kim Thompson, Lane County; Andy Vobora, Eugene, Cascades, and Coast; Ward Wimbish, Greater Eugene, Inc.

**RECORDED BY:** Rodney Cimburke, LCOG

**1. CALL TO ORDER:**

Councilor Abbaspour, in Mayor Smith's stead, called the Regular Session of the Coburg City Council to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE:**

Council conducted the Pledge of Allegiance.

**3. ROLL CALL:**

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

**4. MAYOR COMMENTS:**

Mayor Smith was absent.

**5. AGENDA REVIEW:**

Ms. Schuetz stated that the minutes from the October 25 Work Session would be available for review next month.

Ms. Schuetz continued that there was a cover letter from Andy Vobora of Eugene, Cascades, and Coast to be added to Mr. Vobora's presentation. She stated that there were two names added to the Community Visioning/Main Streets Citizen Advisory Committee.

## **6. CONSENT AGENDA: Tab 1**

October 11, 2016 Minutes

page 5, paragraph 4, be corrected to read

*Councilor Gianone asked about the replacement of the ~~staff member~~ Committee member.*

page 6, paragraph 5, it reads

*~~Mayor Smith commented that originally the plan was for a \$5.10/a year increase rate. They changed this to \$4/a year, assuming that the council would have to review the costs each year in the situation that equipment breaks. Mayor Smith commented that in 2016, the rate was increased to \$5.10. This is assuming that Council would have to review the cost each year.~~*

page 7, paragraph 1, ~~Councilor Kocurek cited the article in the newspaper about the~~  
~~firs.~~ cited the article in the newspaper about PERS.

page 4, paragraph 9, ~~Councilor Behney asked for the status of Community Visioning~~ asked about the UGB appeal process."

***Councilor Gianone moved, seconded by Councilor Stearns, to approve the October 11 Minutes as amended. The motion carried unanimously 6:0.***

## **7. CITIZEN TESTIMONY:**

There was no citizen testimony.

## **8. DEPARTMENT ACTIONS AND UPDATES**

- **City Administration**

**Congratulations to Judy Bailey on retirement**

Chief Larson and Council thanked Ms. Bailey for her 19 years of service to the City of Coburg. Chief Larson presented Ms. Bailey with a trophy to honor her time and commitment to the City of Coburg.

## **Lane Rural Initiatives Implementation: Tab 3**

Kim Thompson of Lane County announced to Council that she had recently been hired by the County to focus on Lane County Rural Initiatives. She announced that there was a Rural Initiatives newsletter that could be found on the Lane County website.

Councilor Behney asked if Community Visioning would fold into the Rural Initiatives program.

Ms. Thompson said it would.

Councilor Gianone asked if communities asked for Rural Initiatives assistance, or if the organization approached city administrations.

Ms. Thompson replied that she had visited all of the small communities in Lane County, to gauge whether there was anything Rural Initiatives could help with.

Ward Wimbish of Greater Eugene Inc. introduced himself to Council. He said that his agency's mission was to facilitate economic development across Lane County, not just Eugene/Springfield.

#### **Eugene, Cascades, & Coast: Tab 4**

Andy Vobora shared a new Eugene, Cascades, & Coast (ECC) destinations video with Council. He added that the video was on You Tube, and could be shared freely.

Mr. Vobora offered Council a Power Point presentation on Travel Lane County's (TLC) FY 2016 Annual Report.

Councilor Behney asked if event accommodations were ever a problem.

Mr. Vobora replied that available accommodations were available on TLC's website.

#### **City Administration Monthly Update: Tab 5**

Ms. Schuetz offered Council a Monthly City Administration Update. She reported that through a grant associated with the Hill Cities Campaign, the City will be able to fund new signage for the Coburg Bike Boulevard project.

Mr. Harmon expressed to Council a need for a second full-time employee on the Coburg Public Works Department. He also stated that Public Works was going to be reorganized.

Councilor Stearns wondered if a second full-time employee was within the budget.

Mr. Harmon replied that after going over the numbers with Ms. Schuetz, it is feasible to hire a second full-time Public Works (PW) employee.

Councilor Stearns asked if the new full-time position would be permanent.

Mr. Harmon said it would be.

Councilor Abbaspour asked what the reorganization of PW would look like.

Mr. Harmon answered that previously there was a PW employee on staff both Saturday and Sunday for eight hours a day; he opined that the weekend person needed to work Monday through Friday, and that PW would be switching to a rotating schedule in which weekend shifts would not always be picked up by the same individual. He added that since someone was always needed at the wastewater treatment plant for at least a couple of hours a day, he, and other PW employees, would rotate the weekend shifts.

Mr. Harmon opined that an entry-level position would be just as good as hiring a certified operator because the latter would still have to undergo step system training as an entry-level position would.

Councilor Stearns asked how many PW staff members were certified.

Mr. Harmon replied that three PW employees, including himself, had appropriate certifications.

Councilor Behney asked Mr. Mecham about the Urban Growth Boundary appeal.

Mr. Mecham stated that the appeal was ongoing.

- **Finance**

**Financial Monthly Update: Tab 6**

Ms. Heath offered Council a Financial Monthly Update. She stated that there were not many concerns in Q1.

Councilor Gianone asked if the Budget Committee and the Finance Committee were the same thing.

Ms. Heath said they were not the same.

- **Planning**

**Community Visioning | Main Street CAC Slate: Tab 7**

Ms. Schuetz reported that the Community Visioning contract and work scope had been implemented, and the next step was to establish a Community Advisory Committee through the draft slate provided to Council.

***Councilor Page moved, seconded by Councilor Behney, to approve the said slate to the Community Visioning Community Advisory Committee. The motion carried unanimously 6:0.***

**Planning Commissioner Reappointments: Tab 8**

Ms. Schuetz stated to Council that the Coburg Planning Commission had voted unanimously in favor of reappointing Jonathan Derby, William Wood, and John Marshall to the Planning Commission.

***Councilor Kocurek moved, seconded by Councilor Gianone, to reappoint Jonathan Derby, William Wood, and John Marshall to the Planning Commission consistent with the Planning Commission recommendation (7:0). The motion carried unanimously 6:0.***

**Heritage Committee Appointment: Tab 9**


Ms. Schuetz stated that Michelle Healey wished to be appointed to the Coburg Heritage Committee.

***Councilor Page moved, seconded by Councilor Stearns, to appoint Michelle Healey to the Coburg Heritage Committee consistent with the Heritage Committee recommendation. The motion carried unanimously 6:0.***

Councilor Abbaspour adjourned the Regular Session of the Coburg City Council at 8:29 p.m.

**APPROVED** by the Mayor and Council of the City of Coburg this 13th day of December, 2016.



  
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Mayor, Ray Smith

ATTEST:

  
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Sammy L. Egbert, *City Recorder*