



**Coburg City Council**  
Regular Session  
September 11, 2018 – 7 P.M.  
Coburg City Hall  
91136 North Willamette St.

**COUNCILORS PRESENT:** Ray Smith, Mayor; Nancy Bell, Kyle Blain, Patti Gianone, Patrick Kocurek, Chris Page, Steve Stearns, Councilors

**STAFF PRESENT:** Anne Davies, City Attorney; Sammy Egbert, City Recorder; Anne Heath, City Administrator; Jeff Kernan, Planning Director; Larry Larson, Police Chief; Tawnya Ellis, Staff Accountant

**OTHERS PRESENT**

Cathy Engebretson, Coburg Finance Audit Committee; Ramon Fisher, Interstate Properties; Doug Gabbard, FCS Group

**RECORDED BY:** Rodney Cimburke, LCOG

**1. CALL TO ORDER:**

Mayor Smith called the Regular Session of the Coburg City Council to order at 7:18 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 offered words of remembrance of the tragedy of 9/11/2001.

**5. AGENDA REVIEW**

Ms. Egbert said although the Minutes from the May 15, 2018 Council Work Session were listed in the consent agenda, those minutes were not in the packet; she said they would be in October's meeting packet. She pointed to the Red Folder, as it included a revised copy of Ordinance A-246

**6. CITIZENS TESTIMONY:**

None.

**7. RESPONSE BY CITY COUNCIL**

None.

**8. CONSENT AGENDA: Tab 1**

**Minutes July 10, 2018 City Council**

Councilor Page pointed to an error on Page 7. He pointed out the draft minutes had Councilor Gianone being appointed to the Street Funding Committee, when it was in fact himself who was appointed to that Committee.

Mayor Smith pointed out the draft minutes had "Work Session" at the top of the minutes, when in fact, it was a Regular Session. He also pointed to page 3, where it read "Mayor Smith...worked at the City of Springfield." He wished to change the wording to "...worked in the City of Springfield."

Councilor Gianone pointed out a misspelling of Jerry Behney's name on page 2. The draft read "Jerry Benny."

***Councilor Bell moved, seconded by Councilor Stearns, to accept the Consent Calendar as amended. The motion passed unanimously 6:0.***

**9. SPECIAL GUEST: Ramon Fisher**

Ramon Fisher, representative of Interstate Properties, addressed the Council re: Employment Lands, and annexation.

Councilor Stearns asked how many acres were in question.

Mr. Fisher replied 107 acres.

Councilor Stearns asked what the wetland coverage of that 107 acres was.

Mr. Fisher responded approximately 10%.

Councilor Gianone asked what the timeline for annexation was.

Ms. Davies responded about 120 days.

Councilor Stearns asked if all the land surveying was up to date.

Mr. Fisher said Interstate Properties would have to show clean title, so they would need to survey the land again.

Councilor Stearns asked if Interstate Properties had a good idea of what they were seeking as far as zoning.

Mr. Fisher said he believed so.

Councilor Page wondered if a zoning decision would be in the purview of City Council, or the Planning Commission.

Mr. Kernan said it would be a Type IV decision which requires Planning Commission and City Council approval.

## **10. DEPARTMENT ACTIONS AND UPDATES**

### **City Administration**

#### **City Administration Monthly Update: Tab 3**

Ms. Heath offered the council a monthly City Administration update.

Councilor Bell asked if there was another site identified for the test well.

Ms. Heath said that a different well site was in the works.

Councilor Page wondered if bringing outside parties in to work on City accounting went through any sort of approval process.

Ms. Heath replied that since Coburg was such a small city, it had not yet been an issue.

Councilor Gianone asked when the well plan would be finalized.

Mr. Kernan responded that it would be finalized when all the conditions were met.

### **Finance**

#### **Finance Audit Committee Report: Tab 4**

Ms. Engebretson offered Council a report from the Finance Audit Committee.

#### **Finance Monthly Update: Tab 5**

Ms. Heath offered Council a Finance Department monthly update. She introduced Tawnya Ellis, a Coburg staff accountant.

Councilor Blain wondered when the SDCs would roll in, and make City finances current.

Ms. Heath said she believed the SDCs would catch up soon, mostly due to the two phases of construction by Hayden Homes.

Councilor Stearns asked what the overall budget for Sewer was.

Ms. Heath replied \$1.99 million.

Councilor Stearns asked if McDonald's was paying their share of sewer costs.

Ms. Heath said their payments—through EDUs—is much higher than that of a resident, so it does equal out.

### Police

**PUBLIC HEARING: ORDINANCE A-246 AN ORDINANCE CONTROLLING VEHICULAR AND PEDESTRIAN TRAFFIC, PROVIDING PENALTIES, AND REPEALING ORDINANCE A-188: Tab 6**

Mayor Smith opened the Public Hearing at 8:15 p.m.

Chief Larson offered the Council a staff report on Ordinance A-246.

Councilor Blain asked about parking and parking enforcement in areas with no sidewalks, such as the park.

Chief Larson offered that more signage and education of citizens would most likely be effective.

Councilor Page wondered about the cost to the City to generate parking permits.

Chief Larson said that permitting, the way it was done in Junction City, permits were not very expensive to generate.

Councilor Page suggested making the language of the Ordinance more specific, to include restricted (residential) parking zones.

Ms. Davies suggested Council could excise the section of the Ordinance addressing residential zones, until such time as the City has come up with a comprehensive residential parking program.

Mayor Smith asked if it was up to Council discretion to create the residential parking zones.

Ms. Davies said that was correct.

Mayor Smith suggested that under Section 32 of the Ordinance, Motor Vehicles and Trailer Parking Regulations on Roberts Road, subsection 1b, the language be changed to reflect there is no intersection of Roberts Road and Pearl Street.

Chief Larson said that would be updated as soon as possible.

Councilor Kocurek wondered about Section 21, subsection 1, where it currently reads: "...[park] with the curbside wheels of the vehicle within 12 inches of the curb" He asked how that was enforced when there was no curb.

Chief Larson answered that was up to officer discretion.

Mayor Smith closed the Public Hearing at 8:53 p.m.

### **Planning**

**PUBLIC HEARING: RESOLUTION 2018-18 A RESOLUTION ADOPTING A SYSTEM DEVELOPMENT CHARGE METHODOLOGY FOR PARKS, TRANSPORTATION, WATER, AND WASTEWATER & ESTABLISHES NEW SYSTEM DEVELOPMENT CHARGES: Tab 9**

Mayor Smith opened the Public hearing at 8:53 p.m.

Mr. Kernen offered Council a staff report on Resolution 2018-18.

Councilor Page asked if the City institutes a Stormwater Master Plan in the future, would they have to go through the entire SDC methodology updating process again.

Mr. Kernen said that would be a miniature version of this Resolution, specific to the Stormwater Master Plan.

Councilor Page wondered if the City could have a stormwater cost overlay, in which SDC money for Streets, would actually also be paying for stormwater.

Mr. Gabbard replied there would be no legal problem with doing that, but it was important for Council to be careful about how items were categorized.

Mayor Smith closed the Public Hearing at 9:08 p.m.

***Councilor Gianone moved, seconded by Councilor Stearns, to approve Resolution 2018-18 — A Resolution Adopting a System Development Charge Methodology for Parks, Transportation, Water, and Wastewater & Establishes New System Development Charges. The motion passed unanimously 6:0.***

### **Employment Lands Committee Appointment: Tab 7**

Employment Lands Committee applicant staff report was presented by Jeff Kernen.

***Councilor Page moved, seconded by Councilor Kocurek, to appoint the five attached applicants (Sean Dunn, John Marshall, Markus Alexander, James Korth, and Midge Hoffman) as members of the Employment Lands Committee. The motion passed unanimously 6:0.***

**Heritage Committee Appointment: Tab 8**

Heritage Committee applicant staff report was presented by Jeff Kernen.

*Councilor Page moved, seconded by Councilor Blain, to appoint Jason Aaron to the Coburg Heritage Committee consistent with the Heritage Committee recommendation made at their last meeting. The motion passed unanimously 6:0*

**11. ADJOURNMENT**

Mayor Smith adjourned the meeting at 9:15 p.m.

**APPROVED** by the Mayor and Council of the City of Coburg this 9th day of October, 2018.



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Mayor, Ray Smith

ATTEST:

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Sammy L. Egbert, City Recorder