



Coburg City Council
Regular Session
July 9th, 2019 – 7 P.M.
Coburg City Hall
91136 North Willamette St.

COUNCILORS PRESENT: Ray Smith, Mayor; Markus Alexander, Nancy Bell, Kyle Blain, Chris Page, Councilors

COUNCILORS ABSENT: John Lehmann, Councilor

STAFF PRESENT: Anne Davies, Attorney; Sammy Egbert, City Recorder; Tawnya Ellis, Accounting; Burke Hansen, Public Works; Brian Harmon, Public Works Director; Anne Heath, City Administrator; Jeff Kernen, Planning; Larry Larson, Police Chief; Ty Wilson, Public Works

GUESTS: Bill Guldager, Claire Smith, Linda Egbert, Grace Keizer, Kirsten Bartlett, Chalmers Blatch, Marissa Doyle, Donald Nelson, Julie Wood, Jerry Behney, Jacob Hollister, LCOG; Brett Henry, Park Division Manager Lane County Parks.

RECORDED BY: Raymond Stevenson, Administrative Assistant

1. CALL TO ORDER

Mayor Smith 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 roll and announced a quorum was present

4. MAYOR COMMENTS

Ms. Egbert swore in Mr. Fox onto the Coburg City Council.

Mayor Smith thanked and congratulated Councilor Fox.

5. AGENDA REVIEW

Ms. Egbert highlighted the following changes to the agenda that were located in the red folder:

- Tab 3 – Addition with the letter from Coburg Community Foundation to be included with the City Administrator Report
- Tab 6 – Revised RESOLUTION 2019-17 to RESOLUTION 2019-19
- Tab 7 – Replace the report with the amended report for RESOLUTION 2019-18

6. CITIZENS TESTIMONY AND COUNCIL COMMENTS

Mr. Guldager wanted to talk about the speeding sign that he has been voluntarily placing in various locations in the City of Coburg for six to seven years. His effort is an attempt to prevent motorists from exceeding the speed limit, with the hope to lower speed limits in the City of Coburg. Councilor Fox inquired about the cost to replace the sign with a new one. Mayor Smith and Councilor Blain thanked Mr. Guldager's for his due diligence.

Ms. Smith wanted to share her information on the Parks and Open Space Master plan in relation to the attempts made by the Parks and Trees Committee to make changes to the Parks and Open Spaces Master plan, specifically requiring one lot per every ten lots of new development being dedicated to open space in new developments.

Ms. Linda Egbert talked about McKenzie St. and the speeding cars that use McKenzie St. She would like to see a decrease in the city speed from 25 mph to 15 mph in residential zones She requested a 4 way stop at the intersection of Miller and McKenzie as well as Lincoln and Miller. Mayor Smith, Councilor Alexander and Councilor Fox agreed.

Ms. Keizer also wanted to discuss the lowering of the posted speed limits, installing stop signs or possibly speed humps to help reduce the unsafe speeding vehicles.

Ms. Bartlett wanted to talk about reduced speed limits and narrow streets. She would like to see the speed limits reduced to 15 mph in residential areas. Mayor Smith, Councilor Blain and Councilor Alexander all agreed.

Mr. Blatch wanted to discuss his concern as well for the safety and the speeds for the residential streets. Mr. Blatch wanted to also comment on the Transportation Utility Fee (TUF) in relation to the Street Funding options and placing the TUF on a ballot. Councilor Page commented on how the TUF is calculated.

Ms. Doyle wanted to discuss the problems with speeding through residential zones as well. Solutions she discussed were stop signs, lower speed limits and speed humps also.

Mr. Nelson wanted to discuss RESOLUTION 2019-18 not including diesel fuel as part of the gas tax increase to help with the funding of the street repairs. He talked about State revenue for street repairs as well as the Transportation System Development Charge (SDC). Mayor Smith explained the gas taxes and the SDC's and what the money is currently being used for and how we currently need 2.5 million dollars to fix the current condition of the Streets of Coburg. Councilor Page added to stay involved in the process, as all input is welcomed. Councilor Fox added that good communication is necessary with the implementation of the gas tax.

Ms. Wood wanted to talk about the issue of speed limits in the City of Coburg as well, specifically on Pearl. Mayor Smith mentioned how the two most traveled streets in Coburg are Willamette and Pearl and he has brought this to the county's attention on many occasions. Councilor Page discussed again the possibility of speed humps. Councilor Alexander agreed.

Mayor Smith thanked all citizens for their input and encouraged all citizens to continue to stay involved in all processes going on in the city.

7. CONSENT AGENDA

Minutes June 11th 2019: Tab 1

Councilor Bell moved, seconded by Councilor Blain to accept the Consent Agenda. The motion was passed 4:0:1 Councilor Fox abstained due to not being on the Council for the June 11th City Council meeting.

8. SPECIAL GUESTS: Tab 2

Armitage Park

Mr. Henry gave a power point presentation on the potential changes to Armitage Park. Mr. Henry is currently looking for public feedback to three potential expansions involving the park and the attempt to increase the camping space at Armitage Park.

Street Funding Committee

Councilor Page who is also the chairman for the Coburg Street Funding Committee presented the recommendation that the committee has prepared for City Council. Councilor Page recommended a work session with City Council in order to allow for adequate time to go over all the details included in the recommendation. The recommendation went briefly into details of how to finance the 2.5 million dollars required to fix all the damaged and failing streets in the City of Coburg. Suggestions included the City taking out a bond, implementing a TUF, adding a Local Improvement District (LID) fee and increasing the gas tax for the City. City Council agreed that a work session would be necessary.

9. DEPARTMENT ACTIONS AND UPDATES

City Administration

City Administration Monthly Update: Tab 3

Ms. Heath went over the monthly City Administrator updates for City Council. Ms. Heath discussed with the Council the Water Project and the addition of a third well site. Ms. Heath asked for a motion from Council for the water project committee to approve a contract and an easement with the city attorney's review, if necessary, during City Council's recess in August.

Councilor Page moved, seconded by Councilor Alexander to authorize the Mayor to have the authority to authorize the City Administrator enter into temporary easement agreements and any test wells or associated agreements. The motion was passed unanimously 5:0

Ms. Heath requested the Council to move the Comprehensive Plan update tab 12 to earlier in the meeting. The Council had no objections.

Coburg Comprehensive Plan Update: Tab 12

Mr. Hollister provided a brief update on the Comprehensive Plan update and the ongoing Urban Growth Boundary expansion. But due to the population growth forecast for the City of Coburg that Council was waiting for from Portland State University, Mr. Hollister requested the Council to consider another work session in order to go into more details on how to proceed. The Council agreed.

Third Reading

ORDINANCE A-250 ORDINANCE CREATING THE OFFICE OF CITY ADMINISTRATOR IN THE CITY OF COBURG AND PROVIDING THEIR POWERS AND DUTIES: **Tab 4**

Ms. Davies presented the third reading.

Councilor Page moved, seconded by Councilor Blain to approve Ordinance A-250 ORDINANCE CREATING THE OFFICE OF CITY ADMINISTRATOR IN THE CITY OF COBURG AND PROVIDING THEIR POWERS AND DUTIES with the change of BA in section 3 to college. The motion was approved as amended unanimously 5:0

IGA with LCOG for IT and Telecommunication Services: Tab 5

Ms. Heath gave the staff report.

Councilor Bell moved, seconded by Councilor Fox to approve the City Administrator to enter into an Intergovernmental Agreements with Lane Council of Governments for the purpose of providing IT and telecommunications services to the city of Coburg. The motion was approved unanimously 5:0

RESOLUTION 2019-19 A RESOLUTION APPROVING THE VOLUNTEER POLICY MANUAL: **Tab 6**

Ms. Heath gave the staff report.

Councilor Alexander moved, seconded by Councilor Page to approve RESOLUTION 2019-19 A RESOLUTION APPROVING THE CITY OF COBURG VOLUNTEER POLICY AND MANUAL. The motion was approved unanimously 5:0

RESOLUTION 2019-18 A RESOLUTION SETTING A BALLOT TITLE AND DIRECTING THE CITY ELECTIONS OFFICIAL TO TAKE ALL APPROPRIATE STEPS TO PLACE THE QUESTION CONCERNING AN INCREASE IN MOTOR VEHICLE FUEL TAX ON THE NOVEMBER 2019 GENERAL ELECTION BALLOT: **Tab 7**

Ms. Heath gave the staff report.

Mayor Smith inquired about the delineation of commercial diesel in reference to the fuel tax.

Ms. Heath explained that Ordinance 211 which allowed for the taxing of non-commercial diesel which City Council in July of 2007 approved the ordinance, the next month businesses came forward stating that tax would destroy their business. City Council then amended the ordinance with 211-A eliminating any reference of diesel.

Ms. Davies pointed out for clarification that the first whereas in reference to ordinance 211 as amended by 211-A establish motor vehicle fuel tax of 3 cents for all motor vehicles except commercial diesel.

Ms. Heath advised that ordinance 211 sets the tax of 3 cents for all vehicles and 211-A excludes diesel from being taxed.

Councilor Page moved, seconded by Councilor Bell to adopt RESOLUTION 2019-18 A RESOLUTION SETTING A BALLOT TITLE AND DIRECTING THE CITY ELECTION OFFICIAL TO TAKE ALL APPROPRIATE STEPS TO PLACE THE QUESTION CONCERNING AN INCREASE IN MOTOR VEHICLE FUEL TAX ON THE NOVEMBER 2019 GENERAL ELECTION BALLOT WITH THE AMENDE-

MENT OF REMOVING THE WORD COMMERCIAL FROM THE FIRST WHEREAS IN THE RESOLUTION. The motion was approved as amended unanimously 5:0.

Regional Accelerator & Innovation Network (Oregon RAIN) & Coburg Community Foundation (CCF) Memorandums of Understanding (MOU): Tab 8 & Tab 9

Ms. Heath gave the staff report for both RAIN and CCF MOU's.

Councilor Blain moved, seconded by Councilor Alexander to approve the MOU between Oregon RAIN and the City of Coburg. The motion was approved unanimously 5:0

Councilor Page moved, seconded by Councilor Blain to approve the City Administrator to enter into a MOU between CCF and the City of Coburg. The motion was approved unanimously 5:0

Planning

ORDINANCE 194-B AN ORDINANCE AMENDING THE COBURG PARKS & OPEN SPACE MASTER PLAN Tab 10

First Reading

Mayor Smith opened the Public Hearing at 9:54 pm

Mr. Kernen gave the staff report during which he discussed the concern about open space in subdivisions moving forward. Mr. Kernen explained that the language in the Parks and Open Space Master Plan, as recommended by the Planning Commission, for future development have the language changed from recommended to require as it relates to open space in new developments.

Mayor Smith stated the concern was with the history of new developments having no open spaces dedicated to gathering places for families and wanting to have something in place to guarantee open spaces for gathering places.

Councilor Page and Mayor Smith suggested implementing a process that would allow for the Parks and Trees Committee's input in future developments to ensure that there is a space in new developments that does get dedicated to open spaces.

Public Comment

None

Mayor Smith closed the Public Hearing at 10:13 pm

Mayor Smith wasn't sure if there was anything that could be included in the Master Plan that would accommodate the inclusion of the Parks and Trees committee's involvement with future developments. Rather the Mayor asked what could be done in order get some "teeth" on getting the input of what the communities desires are in new developments.

Mayor Smith asked Mr. Kernen if there was a way to include in the Mater Plan a procedure. Mr. Kernen replied that there was not a way to have a procedure included.

Mayor Smith advised that the Master Plan does look good, but he would like to see more of a procedure in place that would include what the community would like to see in new developments by including the Parks and Trees committee during the planning process of new developments.

Mr. Kernen and Ms. Davies advised they would talk about the possibility of such a procedure.

Mayor Smith advised the seconded reading of ORDINANCE 194-B is scheduled for September 10th 2019.

Employment Lands Code Process

Mr. Kernan gave the staff report asking Council for direction. Mayor Smith suggested a work session in relation to the UGB discussion and the Comprehensive plan update. Council agreed.

Public Works Red Folder Item

Trails End Park Phase 1

Mr. Harmon gave City Council an update on Trails End Park and advised that Wildish Construction had been awarded the contract as they had the low bid. Mr. Harmon asked the Council for permission for the Mayor to delegate to Ms. Heath and allow for her to enter into and sign the contract during the Councils recess.

Councilor Bell moved, seconded by Councilor Fox to authorize Ms. Heath, the City Administrator, to sign the contract with Wildish Construction for Phase 1 of Trails End Park. The motion was approved unanimously 5:0

11. ADJOURNMENT

Mayor Smith adjourned the meeting at 10:43 p.m.

APPROVED by the Mayor and Council of the City of Coburg this 10th day of September, 2019.





Mayor, Ray Smith

ATTEST:



Sammy L. Egbert, City Recorder