



MINUTES

City Council Special Meeting

September 24, 2024 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Mayor Bell, John Fox, John Lehmann, Alan Wells, Jaymason Bouwman

MEMBERS ABSENT: Cathy Engebretson, Claire Smith

GUESTS/STAFF PRESENT: Adam Hanks, City Administrator; Sammy Egbert, City Recorder; Brian Harmon, Public Works Director

TRANSCRIBED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

Mayor Bell called the City Council Special meeting to order at 6:00pm.

PLEDGE OF ALLEGIANCE

Councilor Fox led the Pledge of Allegiance.

ROLL CALL

City Recorder, Sammy Egbert called roll. A quorum was present.

CITIZEN TESTIMONY

There were no request(s) made to publically speak. There were no written statement(s) received.

ORDINANCES, RESOLUTIONS AND CONTRACTS

1. Pavilion Park Public Project Bid Award and Contract Approval

Mayor Bell reminded council that they could find the proposed rendering of the Pavilion Park project in their packets. A PowerPoint was also presented.

Mr. Hanks said that this is for phase II of Pavilion Park. The bids came in higher than the expected and budgeted amount. The original site plan and cost estimates for this project were put together in February 2022. A large portion of the project cost is grant funded, however most of the included elements of the project are locked in, and required in able to receive that funding. There has been some minor changes to the final bid site plan. Mr. Hanks went over the Phase I improvements adding up to about \$255,000, and also the planned Phase II improvements which will be about \$360,000.

Mr. Hanks explained the amount that was removed from the bid, along with the specific items that were removed, and what the final bid amount would be compared to the original bid.

Hanks then went over some of the revenue details, and the use of Park SDC's and a supplemental budget that they discussed at the last meeting. He explained that after staff looked into it more, they discovered that they already appropriated \$120,000 of Park SDC's for this project in the approved FY 2024-25 budget. They will be able to do the remaining \$20,000 with the regular budget process in FY 2025-26.

Mr. Hanks went over some of the design and improvement details. Council had many questions and concerns about the funding, which Mr. Hanks answered and explained more about.

MOTION: Councilor Lehmann moved, seconded by Councilor Fox to approve the bid award of the Coburg Pavilion Park Project to Wildish Construction and authorize the City Administrator to execute the contract in the amended amount of \$310,296 to complete the project.

The motion passed — 3:1. Councilor Bouman voting no.

COUNCIL COMMENTS

Ms. Bell mentioned the paving and further progress on the Macy/Harrison/N Willamette street reconstruction project.

Mayor also mentioned the paving done by Public Works on the south of the sidewalks in front of countryside church.

They briefly discussed the upcoming agenda items listed on the agenda, and the revenue sub-committee.

ADJOURNMENT

Mayor Bell adjourned the meeting at 7:08 pm.

APPROVED by the City Council of the City of Coburg on this 8th day of October, 2024.



Nancy Bell, Mayor of Coburg

ATTEST: 

Sammy L. Egbert, City Recorder