



**Coburg Parks |Tree Committee**  
Regular Meeting  
June 18<sup>th</sup>, 2019 – 6 P.M.  
Coburg City Hall  
91136 North Willamette St.

**COMMITTEE MEMBERS PRESENT:** Mary Mosier, Chair; Coleen Marshall, Vice Chair; Lonna Meston arrived at 6:55 pm, Joe Morneau, Karen Coury arrived at 6:31 pm

**COMMITTEE MEMBERS ABSENT:** Claire Smith

**STAFF PRESENT:** Brian Harmon, Public Works Director; Burke Hansen, Public Works

**GUEST:** Ed Wojakowski

**RECORDED BY:** Raymond Stevenson, Administrative Assistant

**CALL TO ORDER**

Ms. Mosier called the meeting of the Coburg Parks & Tree Committee to order at 6:06 pm.

**ROLL CALL**

Mr. Harmon took roll.

**MINUTES APPROVAL**

The committee requested the following changes to the April 16<sup>th</sup> meeting minutes as follows:

Page 2, paragraph 3 strike the first ~~de~~

*Ms. Marshall moved to approve the April 16<sup>th</sup> 2019 minutes as corrected.*

*Mr. Morneau seconded the motion*

*The April 16<sup>th</sup> 2019 minutes were approved unanimously 3:0*

**CITY ADMINISTRATOR REPORT**

Mr. Harmon went over the City Administrator's report with the committee. The Committee had no questions.

**RFP LANDSCAPE DESIGN FOR JOHNNY DIAMOND PARK**

Mr. Harmon discussed with the committee details about the landscape architect that was chosen to design the landscape for Johnny Diamond Park. The committee discussed setting up a proposed meeting to meet the architect and go over ideas during a work session on July 2<sup>nd</sup>.

## **SIDEWALK AT NORMA PFEIFFER PARK**

Mr. Harmon advised of the sidewalks that are being poured at Norma Pfeiffer Park.

## **PARKS IN COBURG ON THE CITY WEBSITE**

Mr. Harmon asked the committee to think about the website for the parks, that is currently available on the city website. Mr. Harmon asked the committee to bring back feedback and ideas on any of the parks that are currently on the website as well as any suggestions.

## **TREE SUB-COMMITTEE**

Mr. Harmon discussed how the budget committee and City Council have made the request for a tree sub-committee to be formed with the intention of beginning a street tree analysis. With the formation of this committee there would be more emphasis on the condition and the status of the tree's in the City. Items discussed were:

- Ad-hoc committee
- Members from the Parks and Tree Committee
- Members not from the Parks and Tree Committee
- Sub-committee

## **SUMMER PROJECTS**

Mr. Harmon asked the committee for input for Summer Projects that the Public Works department or the committee would like to potentially do over the summer, prior to the formation of the Friends of Coburg Parks. Projects that were mentioned and discussed were:

- The cleanup of the pocket park adjacent to the Primrose House.
- Planting Lavender in the Diamond Street Island.
- The blue play equipment at Norma Pfeiffer park needs to be painted
- Painting the lights in Pavilion Park.
- The cleanup of Booth Kelly Mill Pond Trail. Specifically, the two big piles of tree branches from when the Elderberry Bush was cleared out. There is concern that there may be a potential fire hazard.
- Trim the trees in the parks
- Light maintenance pruning is needed
- Big Maple on the corner of Bruce and Water needs to be trimmed and cleaned up.
- Jacob Spores park cleanup of the bed around the sign.
- The planter in Norma Pfeiffer Park

- Clean up the blackberry bushes on Path 2
- Placing garbage cans on Path 2 and 3

### **GATEWAY SIGN DEDICATION**

Mr. Harmon asked the committee for input as to when they would be able to do a dedication for the new sign.

The Committee decided to have the City pick any date for the dedication.

### **PARKS AND OPEN SPACE MASTER PLAN**

Ms. Marshall reminded the committee of the Parks and Open Space Master Plan and the approval of the plan that is to be presented at the Planning Commission meeting the following evening.

Ms. Mosier had some edits for the Parks and Open Space Master Plan. Edits included the following

- Page 23 remove "once a permanent name has been determined"
- Page 25 proposed hard surface trail was following muddy creek and now the trail is to go up Industrial to the wetlands
- All future parks should include large shade trees.

Ms. Mosier explained the importance of shade trees being present in the parks to protect the play areas and structures.

Ms. Marshall asked about the plans to purchase a shade tree that would be placed next to the current play structure as a project. Mr. Harmon advised that is still a project to be completed.

### **NEXT MEETING**

August 20<sup>th</sup> 2019

### **ADJOURNMENT**

Ms. Mosier adjourned the meeting at 7:23 pm.

**APPROVED** by the Parks & Tree Committee of Coburg this 16<sup>th</sup> day of July 2019

  
  
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Vice Chair, Coleen Marshall

ATTEST:

  
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Sammy L. Egbert, City Recorder