



## MINUTES

**Coburg Parks | Tree Committee**  
City Hall, 91136 N. Willamette  
July 19, 2022 – 6:00 p.m.

**COMMITTEE MEMBERS PRESENT:** Chair Mary Mosier, Vice Chair Tom Beatty, Coleen Marshall, Lonna Meston, Claire Smith, Joe Morneau

**COMMITTEE MEMBERS ABSENT:** Karen Coury

**GUESTS:** Terry Kohley, Main Street Art Committee

**STAFF:** Brian Harmon

### 1. Call to Order

Chair Mosier opened the Parks | Tree Committee meeting at 6:01 p.m.

### 2. Roll Call

Mr. Harmon called roll. A quorum was present.

### 3. AGENDA REVIEW | Approve Minutes from May 17 and June 21, 2022

May 17th: Ms. Smith requested that on page 3, Ms. Ray be amended to Ms. Rhee.

**MOTION:** Ms. Marshall moved to approve the May 17th minutes as amended, seconded by Ms. Smith. The motion passed - 6:0:0.

**MOTION:** Ms. Marshall moved to approve the June 21st minutes as presented, seconded by Mr. Morneau. The motion passed - 6:0:0.

### 4. Guest - Artwork for the Restrooms

Guest Terri Kohley from the Main Street Art Committee presented the proposed mural designs for the restroom building at Norma Pfeiffer Park. She shared that the project was funded by Main Street. Painting would be done by muralist John Marc. She noted that there were three phases. She requested approval for Phase 1.

Mr. Harmon informed Ms. Kohley about the process necessary to submit plans for approval. He said she would need to fill out a donation form.

Ms. Smith registered her discomfort approving a design without public input. She suggested that the Heritage Committee should also be consulted. She thought that perhaps murals should go through a public selection process.

Mr. Morneau explained that as a part of Main Street, the mural project had been selected and approved by local businesses.

Ms. Smith reiterated her concerns and wanted a clearer understanding of the selection process before approving the design.

Ms. Kohley pointed out that the allocated funds covered only the specific design before the Committee and that any changes would necessitate finding new funding.

Ms. Smith requested that Staff provide insight into the mural selection process.

Mr. Harmon reiterated that the donation form was the beginning of the process. He explained that the application would be reviewed by the Parks and possibly Heritage committees before being brought before the City Council.

## **5. City Updates/City Administrator Report**

Mr. Harmon reported that Reese Landscaping had done more work on Johnny Diamond Park.

Ms. Marshall asked if Public Works had sufficient staff to cover the mowing. Mr. Harmon responded that they did not. He stated that, if necessary, a contractor would be hired.

Ms. Marshall inquired as to the status of Coburg paths #1, 2, and 3. Mr. Harmon replied that he was short of staff but that the paths were mowed. Ms. Marshall noted that there were orange cones on Van Duyn. Mr. Harmon said the project was still in progress.

Vice Chair Beatty noted that roses, camas, and milkweed plants at Trail's End had been mowed accidentally. Mr. Harmon encouraged the installation of markers to indicate the location of plantings. Vice Chair Beatty agreed that he would get flags.

## **6. Committee Business**

- Pickle Ball Court Plan Update

Mr. Harmon reported that the court was in the drying process. He noted that the net, though portable, was extremely heavy and would not be in danger of being stolen. He said both the net and court could be moved if needed.

Ms. Marshall inquired as to the cost. Mr. Harmon was happy to announce that the project was under budget at about \$20,000.

Mr. Harmon mentioned that Public Works had purchased a used mower from a neighboring city for \$4,000.

- Upcoming Work Party Dates & Locations

Ms. Marshall reported that on July 11th, Vice Chair Beatty, Ms. Mosier, Ms. Meston, and herself had weeded in Pavilion Park.

Ms. Smith wondered if work could be done in the Odd Fellows building, specifically the kitchen.

Ms. Marshall asked whether the work party scheduled for July 25th should be pushed back to August. Vice Chair Beatty said it should proceed as planned and encompass both Pavilion and Norma Pfeiffer parks. The work party was scheduled to meet at 8:30 am, July 25th.

Ms. Smith inquired about sandwich boards. Mr. Harmon responded that he did not know their status and would ask Megan Winner.

Ms. Marshall inquired as to the location of waiver forms. Ms. Mosier responded that they were available at the second window. Ms. Egbert was cited as a resource.

Ms. Mosier asked whether more bark was needed for Pavilion Park. Vice Chair Beatty confirmed, and asked if more was needed for the Veteran's Memorial. Ms. Marshall said no. Mr. Harmon said bark would be delivered to Pavilion Park at 8:00 am on Monday.

Ms. Marshall said that a work party was scheduled for August 15th at Jacob Spores Park. Mr. Harmon noted that the laurel hedges had been trimmed by Public Works.

Ms. Meston thought the Pavilion steps needed edging.

- Coburg Creek Subdivision Park Sub Committee

Vice Chair Beatty reported that the project was on hold.

Ms. Mosier requested a range estimate of the Veteran's Memorial design. Mr. Harmon responded that a conceptual drawing was needed to apply for grant funding. He was waiting for the engineer's cost estimate. He noted that the engineering firm was over-extended.

Ms. Mosier asked if funding was an issue. Mr. Harmon confirmed that it was and quoted a figure of \$5,000.

Ms. Smith asked if the engineering firm could be bypassed to get an estimate of the cost of concrete. Mr. Harmon said no. He noted that it would be prudent to add 25% to any cost estimate.

- Tree Donation

Mr. Harmon was pleased to report that the Plaza project was fully funded for \$750,000. Ms. Smith wondered if that was all park, which Mr. Harmon confirmed.

Ms. Mosier mentioned restrooms and a water feature. There was some discussion of Christmas in Coburg. Vice Chair Beatty suggested planting conifers to decorate.

Vice Chair Beatty brought the discussion back to Tree Donation. Mr. Harmon suggested holding both donations until the planning of the Plaza project.

- Tree Walk with Tom August 6th

Vice Chair Beatty shared that there would be a Tree Walk in Norma Pfeiffer Park on August 6th from 10:00 am to 12:00 pm, presented by Whitey Lueck.

Mr. Morneau noted that a car show was scheduled at Norma Pfeiffer Park that day. He offered the use of his mobile mic to alert Tree Walk attendees.

Vice Chair Beatty raised the topic of the murals and suggested that the committee give its approval so that the project could move forward. Mr. Harmon recommended waiting for the application.

Guest Patty McConnell suggested that better communication of the process was needed between committees, as Main Street was unaware of the need for a donation form. Mr. Harmon said that he would talk to Tracey Pugh.

Ms. Meston proposed that the Committee agree to support the proposal so as not to slow the project. Mr. Morneau said he was not sure about the design. Ms. Smith reiterated her discomfort with approving mural designs without community input.

Ms. McConnell noted that not all murals would be in parks. Ms. Smith concurred and requested that the steps for mural approval be clearly defined. Mr. Morneau agreed that there was a lack of communication between Main Street and other committees.

Ms. Marshall suggested a work session including members of all of the groups involved.

Ms. Smith asked for clarification of the Arts Committee. Mr. Morneau explained that it was part of Main Street.

Ms. Mosier asked if they were tabling the mural approval. Ms. Smith clarified that it would be tabled until the Committee received the donation firm.

- Recess (Added)

Mr. Harmon asked if the Committee wanted to recess. The group agreed to recess in September.

## 7. Adjournment

**MOTION:** Ms. Marshall moved to adjourn, seconded by Ms. Smith. The motion passed - 6:0:0.

Chair Mosier Beatty adjourned the meeting at 7:09 p.m.

*(Minutes recorded by Angela Kern)*


APPROVED by the Park & Tree Committee on this 16th day of August 2022.

ATTEST:



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Sammy L. Egbert, City Recorder



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Mary Mosier, Chair