



# AGENDA

## CITY COUNCIL

91136 N Willamette Street

541-682-7852 | [coburgoregon.org](http://coburgoregon.org)

Tuesday, October 13, 2026 at 6:00 PM

The public may attend this meeting at City Hall or via Zoom. To participate via Zoom, you must pre-register with the city by 3 PM the day of the meeting. Council meetings are recorded and live-streamed at [www.coburgoregon.org](http://www.coburgoregon.org) (NO registration required). For questions, contact the City Recorder, Sammy Egbert, at [sammy.egbert@ci.coburg.or.us](mailto:sammy.egbert@ci.coburg.or.us) or 541-682-7852.

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### MAYOR COMMENTS

- [1.](#) Water Professionals Appreciation Week 2026 Proclamation

### AGENDA REVIEW

**PUBLIC COMMENT** (Sign up prior to meeting. Limit 3 minutes.)

**CONSENT AGENDA** (Councilors may remove an item from the "Consent" agenda for discussion by requesting such action prior to consideration.)

- [2.](#) Minutes September 8, 2026, City Council Meeting
- [3.](#) Minutes September 22, 2026, City Council Work Session
- [4.](#) Planning Commission Appointments

### SPECIAL GUEST

5. Lane Transit District Presentation

### ORDINANCES AND RESOLUTIONS

- [6.](#) **RESOLUTION 2026-19** A RESOLUTION AMENDING RESOLUTION 2025-09, SECTION 1(b), ADJUSTING THE FEDERAL POVERTY LEVEL (FPL) ELIGIBILITY THRESHOLD FOR RECEIVING THIRTY-FIVE PERCENT (35%) BENEFITS TO 200% (FPL)

### CONTRACTS

### COUNCIL ACTION ITEMS

### ADMINISTRATIVE INFORMATION REPORTS

- [7.](#) Financial Quarterly Report
8. Financial Monthly Report
- [9.](#) Police Department Quarterly Report
- [10.](#) Local Option Levy Timeline and Strategy
- [11.](#) City Administration Monthly Report

**LIAISON UPDATES AND COUNCIL COMMENTS****ADJOURNMENT**

*The City of Coburg will make reasonable accommodations for people with disabilities. Please notify City Recorder 72 hours in advance at 541-682-7852 or [sammy.egbert@ci.coburg.or.us](mailto:sammy.egbert@ci.coburg.or.us).*



# Water Professionals Appreciation Week

## 2026 Proclamation

WHEREAS, safe drinking water, reliable wastewater treatment, stormwater management, and resilient infrastructure are core requirements essential to the health, safety, economic vitality, and overall quality of life for the Coburg community; and

WHEREAS, dedicated water professionals work around the clock to operate water treatment facilities, maintain essential pipes and pumps, monitor water quality, and quickly respond to emergencies to protect our public health and local natural resources; and

WHEREAS, much of this critical work happens behind the scenes, yet virtually every resident, business, visitor, and industry within the City of Coburg depends on these infrastructure services every single day; and

WHEREAS, Oregon's water sector faces a pressing long-term challenge to recruit, train, and retain the next generation of highly skilled operators, laboratory technicians, and public works professionals; and

WHEREAS, House Bill 4005 was enacted into law with broad support from water organizations and the League of Oregon Cities, establishing Water Professionals Appreciation Week to elevate the public profile of these careers and celebrate the contributions of these indispensable public servants;

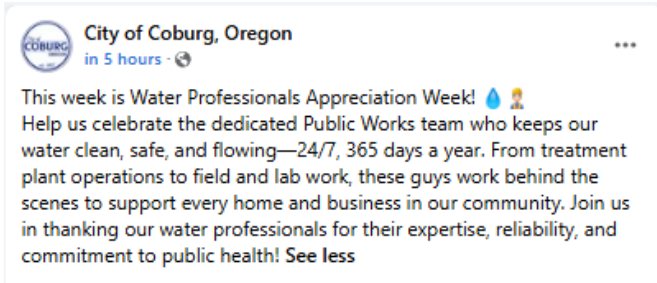
I, Nancy Bell, the Mayor of the City of Coburg, Oregon, on behalf of the Coburg City Council and our entire community, do hereby recognize and honor the recent observance of October 3–11, 2026, as "WATER PROFESSIONALS APPRECIATION WEEK" in the City of Coburg. I urge all citizens, businesses, and civic leaders to join me in expressing our deepest gratitude and honoring our dedicated water professionals for their daily contributions to safeguarding our water resources, protecting public health, and moving our community forward.

**Proclaimed this 13<sup>th</sup> day of October, 2026**

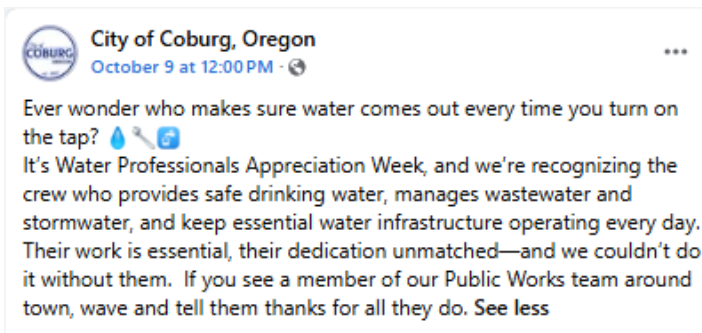
\_\_\_\_\_  
Nancy Bell, Mayor

Attest: \_\_\_\_\_  
Sammy Egbert, City Recorder

10/7/2026



10/9/2026



10/10/2026





## MINUTES

### Coburg City Council Meeting

September 8, 2026 at 6:00 PM

Coburg City Hall

91136 N Willamette Street

**MEMBERS PRESENT:** Mayor; Nancy Bell, Council President; Cathy Engebretson, John Lehmann (via ZOOM), Donnie Myers, Claire Smith, Alan Wells, Jaymason Bouwman

**MEMBERS ABSENT:** none

**STAFF PRESENT:** Adam Hanks, City Administrator; Sammy Egbert, City Recorder; Megan Winner, Planning Director; Brian Harmon, Public Works Director

**TRANSCRIBED BY:** Madison Balcom, Administrative Assistant

#### CALL TO ORDER

Mayor, Nancy Bell called the City Council meeting to order at 6:02pm.

#### PLEDGE OF ALLEGIANCE

Councilor Engebretson led the Pledge of Allegiance.

#### ROLL CALL

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

#### MAYOR'S COMMENTS

##### 1. Domestic Violence Awareness Proclamation

Mayor Bell quoted some Oregon statistics on domestic violence and read through the proclamation for Domestic Violence Awareness Month. Mayor Bell proclaimed the month of October 2026, as Domestic Violence Awareness month in the City of Coburg.

Ms. Bell welcomed everyone back from the August recess and thanked them for being there.

*Councilor Lehmann joined the meeting via ZOOM at 6:09pm.*

#### AGENDA REVIEW

There were no changes made to the agenda.

#### PUBLIC COMMENT

There were no requests to publicly speak. There were no written statements received.

## CONSENT AGENDA

There were no requests to remove an item from the consent agenda.

### 2. Minutes from July 14, 2026 City Council meeting

**MOTION:** Councilor Engebretson, seconded by Councilor Smith, moved to approve the Consent Agenda as presented.

***The motion passed unanimously as 6:0, with Councilors Bouwman, Engebretson, Lehmann, Myers, Smith and Wells voting affirmatively, none opposed.***

## ORDINANCES AND RESOLUTIONS

### 3. RESOLUTION 2026-17 A RESOLUTION ADOPTING THE CITY OF COBURG 2026 WATER MANAGEMENT AND CONSERVATION PLAN

Mr. Hanks presented the 2026 Water Management and Conservation Plan, a document required by the State of Oregon. The plan was discussed at the July work session and subsequently revised with technical data updates before receiving formal state approval.

Hanks noted that the plan ensures efficient use of the city's water rights and outlines conservation and operational strategies. Current water leakage stands at approximately 18%, above the state's 10% threshold. The state has imposed a two-year reporting requirement to demonstrate progress toward single-digit water loss. Hanks also reviewed the four-tiered action plan to reduce leakage.

Council briefly discussed the length of printed packets and staff noted this can be addressed further at a work session.

Ms. Smith also raised a question about differing residential water rates vs. PVE (Pioneer Valley Estates) rates. Mr. Hanks explained PVE has its own unique rate structure, and recent rate increases have not been applied to PVE as the city works to flatten the rate differential.

**MOTION:** Councilor Bouwman, seconded by Councilor Wells, moved to approve Resolution 2026-17, a resolution adopting the 2026-2036 City of Coburg Water Management and Conservation Plan as approved by the Oregon Water Resources Department.

***The motion passed unanimously as 6:0, with Councilors Bouwman, Engebretson, Lehmann, Myers, Smith and Wells voting affirmatively, none opposed.***

### 4. RESOLUTION 2026-18 A RESOLUTION AUTHORIZING THE CITY TO ACCEPT STATE TRANSPORTATION FUNDS THROUGH THE OREGON DEPARTMENT OF TRANSPORTATION SMALL CITIES ALLOTMENT GRANT PROGRAM

Mr. Hanks noted that any city with a population of 5,000 or less is eligible for this grant, for up to \$250,000 per award in state transportation funds through the ODOT Small City Allotment Grant Program. The city applied for the same street segment last cycle but was not awarded, then reapplied this spring and was successful. The original project limits for improvements to South Skinner Street were extended from Delaney to Dixon based on favorable pricing from the Coleman Street project.

Hanks mentioned that project design and engineering costs are included in the \$250,000, which they are estimating will be approximately \$30,000–\$40,000 with the full target construction cost to be \$200,000–\$220,000. The project is planned to bid in January/February with construction in the same timeframe as the Coleman Street project was done. This resolution will formally accept the grant and authorize the city administrator to execute the contract.

Councilors had some questions about cost estimations and local match, which Mr. Hanks answered. Hanks also noted that Council will have the flexibility to decide at bid award whether to add local dollars to extend the paving limits. The project is already appropriated in the current fiscal year budget.

**MOTION:** Councilor Wells, seconded by Councilor Bouwman, moved to approve Resolution 2026-18, a resolution accepting up to \$250,000 of state transportation funds through the 2026 Small City Allotment Grant Program for S. Skinner Street (Pearl St to Dixon St) and authorizing the City Administrator to execute the associated contract agreement.

*The motion passed unanimously as 6:0, with Councilors Bouwman, Engebretson, Lehmann, Myers, Smith and Wells voting affirmatively, none opposed.*

## COUNCIL ACTION ITEMS

### 5. Limited Income Assistance Application Review

Mr. Hanks brought forward a discussion item regarding the city's Limited Income Assistance Program, prompted by a utility customer who did not meet the current eligibility criteria. Hanks explained the program details and its eligibility criteria. At this time, no appeal, waiver, or hardship process currently exists.

Mayor Bell referenced the provided handout showing the 2026 Federal Poverty Guidelines and noted that the income levels are very low at the starting 100% FPL. Ms. Bell mentioned expanding eligibility by increasing the FPL percentage thresholds (e.g., shifting from 100/125/150% to higher percentages), which Council members expressed support for. Mr. Hanks also noted that if more households become eligible, discounts could decrease over time. Council, however, was not in favor of creating an appeal or hardship process, preferring to keep the program objective and administratively efficient.

Councilors had some questions and comments, to which Hanks responded. Hanks also noted the city recently submitted "utility assistance programs" as one of its top five legislative priorities to the League of Oregon Cities. Council directed staff to bring back a range of revised FPL percentage scenarios with corresponding eligibility impacts for Council to evaluate at a future meeting.

### 6. Oregon Health Department and Business Oregon Grant Application – Water System Treatment Feasibility (PFPS/PFOS)

Mr. Hanks informed Council that staff submitted a \$116,500 forgivable loan application, with a \$10,000 match, to the Oregon Health Authority and Business Oregon for a water system treatment feasibility study. Hanks said they applied for this grant because Coburg's water system had a preliminary detection of PFAS/PFOS ("forever chemicals"). These chemicals are not yet regulated but will be by April 2029. The state has set up initial testing protocols for all water systems and have provided funding in advance for those that are proactive, to solve it before the regulatory deadline.

The application was put together and submitted under a tight timeline, with the test results only received mid-July, and the application due on August 18<sup>th</sup>. The feasibility study will determine what infrastructure or treatment processes are needed to comply by April 2029. Quarterly testing begins tomorrow, September 9, and trend data will be collected over the coming year.

Staff anticipates receiving grant funds in FY28, with a potential construction/CIP project in FY29. The formal grant acceptance will come back to Council for approval. Mayor Bell talked about some details of the PFOS chemical, its uses and the common products it lives in.

**MOTION:** Councilor Engebretson moved, seconded by Councilor Bouwman, to recognize and support the recent grant application submitted by staff in the amount of \$116,500 to the Oregon Health Department and Business Oregon for a Water System Treatment Feasibility Study to address the recent identification of PFAS/PFOS detected in the City of Coburg water supply.

***The motion passed unanimously as 6:0, with Councilors Bouwman, Engebretson, Lehmann, Myers, Smith and Wells voting affirmatively, none opposed.***

## **7. Pearl Street Speed Reduction Application**

Mr. Hanks reported that the city is now positioned to submit a speed zone investigation request to ODOT to reduce the speed limit on Pearl Street from 35 mph to 25 mph, west of Finley Street. Hanks noted this was a top-tier recommendation from the Transportation Safety Ad Hoc Committee, from July 2024, but was previously discouraged by Lane County. Hanks also mentioned that former councilor, John Fox's, advocacy with county leadership helped reopen the conversation.

Lane County Transportation has committed to a formal letter of concurrence supporting the request. Staff estimates a 50/50 chance of approval without additional engineering studies. If denied, an appeal process exists that would require some engineering analysis at additional cost. A speed reduction would complement the Coleman crosswalk and potentially influence the placement of a future crosswalk signs or flashing beacons.

**MOTION:** Councilor Bouwman moved, seconded by Councilor Wells, to direct staff to complete and submit a Speed Zone Investigation Request to the Oregon Department of Transportation with an intention of reducing the maximum speed limit of 25 MPH on Pearl Street west of Finley Street.

***The motion passed unanimously as 6:0, with Councilors Bouwman, Engebretson, Lehmann, Myers, Smith and Wells voting affirmatively, none opposed.***

## **ADMINISTRATIVE INFORMATION REPORTS**

### **8. Sign Ordinance Amendments**

Mr. Hanks noted the importance of a strong sign code and enforcement for reasons like economic development, tourism, etc. He also touched on the work Planning Director, Megan Winner, has done so far.

Ms. Winner provided an update on the ongoing work to modernize and clean up the city's sign ordinance, which has been under review by the Planning Commission, and discussed at their meetings. The key issues that prompted this update were the temporary/A-frame signs in the right-of-way and the illuminated sign approval process which needs to be simplified. Other areas of work will include clean-up and modernization of terminology and removal/rewording of provisions that conflict with First Amendment case law. The sign code applies to signs on private property and in business windows.

Ms. Winner anticipated that Planning Commission will review proposed language this fall, and Council can expect to see proposed changes around winter 2026–2027. Councilors had some clarifying questions, which Ms. Winner and Mr. Hanks answered.

### **9. Local Option Levy Strategy**

Mr. Hanks reminded Council that the upcoming work session on September 22<sup>nd</sup> will focus on the local option levy discussion using a 10-year General Fund revenue and expense forecasting tool. The tool allows scenario planning and is intended to inform budget priorities and potential new revenue streams.

### **10. Financials Monthly Report**

Mr. Hanks noted that July's report is the first of the fiscal year and really doesn't show much yet. August's report will be presented in October, and as more months go by they will become more relevant.

### **11. Monthly Administration Report**

The report was provided. Councilors and Mayor Bell raised ongoing safety concerns at the intersection of Diamond Street and the loop path exiting Norman Pfeiffer Park, citing multiple near-miss incidents involving pedestrians and children on bikes and scooters emerging into traffic. They discussed using the speed trailer to track speed and trip data and options like speed cushions, stop signs, pedestrian awareness and education, or caution signs exiting the path.

## **ADJOURNMENT**

Ms. Bell adjourned the meeting at 8:08 pm.

**APPROVED** by the City of Coburg City Council on this 13th day of October, 2026.

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Nancy Bell, Mayor of Coburg

**ATTEST:** \_\_\_\_\_  
 Sammy L. Egbert, City Recorder



## MINUTES

### Coburg City Council Work Session

September 22, 2026 at 6:00 PM

Coburg City Hall

91136 N Willamette Street

**MEMBERS PRESENT:** Mayor; Nancy Bell, Cathy Engebretson, John Lehmann (via ZOOM), Claire Smith, Jaymason Bouwman

**MEMBERS ABSENT:** Alan Wells, Donnie Myers

**GUESTS/STAFF PRESENT:** Adam Hanks, City Administrator; Sammy Egbert, City Recorder

**TRANSCRIBED BY:** Madison Balcom, Administrative Assistant

#### CALL TO ORDER

Mayor Bell called the City Council Work Session to order at 6:04pm.

#### ROLL CALL

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

#### WORK SESSION DISCUSSION ITEMS

##### 1. 10-year General Fund Forecast and Strategy

Mr. Hanks reviewed where Coburg stands financially, noting that Coburg is sitting at the lower end of sustainability, which is a significant improvement from prior years when Coburg was in survivability mode. Mayor Bell and Mr. Hanks emphasized that virtually every Oregon city is facing the same general fund pressures.

Mr. Hanks explained the structural deficit with the shortfalls between revenue and expenditure growth. He recapped the strategies that have been implemented over the past four years to help address the deficit, which include the planned use of fund balance, staffing reductions, parks and open space fee, and public safety support fee. Hanks stressed that the combination of these is what moved the city from survivability into sustainability and created the breathing room for longer-term strategic planning.

Mr. Lehmann asked about the shortfall between the increasing revenue and expenditures, which Ms. Bell and Mr. Hanks answered. They discussed the main factors that contribute to the exponential growth in expenditures and shortfalls in revenues. They used the analogy of living on a fixed income while gas, groceries, and rent keep climbing.

Hanks explained that the objectives moving forward include (1) maintaining a minimum fund balance of 3.5 months of operating expenses, continuing to address the structural deficit through reduced or restructured service models, incrementally increase existing revenue streams, or (2) developing a new revenue stream, and (3) to build a 10-year financial model that incorporates the structural deficit as a known, recurring factor, enabling proactive decision-making.

Mr. Hanks urged Council to shift the conversation from *"Do we need another officer?"* (the how) to *"What is the desired service level?"* (the what). He outlined the major general fund service categories (city departments) requiring this analysis and noted that each department operates as its own business with distinct revenue streams, staffing models, and service attributes. Council sets the desired outcomes, and staff provides options and cost implications for achieving them. Hanks also went through a list of issues to assess in these areas.

Mr. Hanks presented the 10-year forecasting and scenario tool and walked council through how to use the tool and what it is designed to do. Hanks noted this tool will be presented in cleaner, presentation-ready formats in the future.

They also reviewed a pie chart breakdown of general fund revenues. Councilors had some questions regarding the breakdown, forecasting tool, fund appropriations, and discretion on expenditures, which Hanks answered.

Mr. Hanks noted this will likely come back in November, hopefully along with URA (Urban Renewal Agency) information. The October work session will be a joint work session with the Planning Commission to go over the Housing Capacity Analysis with LCOG (Lane Council of Governments). The retreat will focus on the big-picture general fund strategy.

## ADJOURNMENT

Ms. Bell adjourned the meeting at 7:37 pm.

**APPROVED** by the City of Coburg City Council on this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Nancy Bell, Mayor of Coburg

**ATTEST:** \_\_\_\_\_  
Sammy L. Egbert, City Recorder



## Planning Commission Appointments

| Meeting Date     | Staff Contact                    | Email                                                                            |
|------------------|----------------------------------|----------------------------------------------------------------------------------|
| October 13, 2026 | Sammy Egbert, City Recorder Name | <a href="mailto:sammy.egbert@coburgoregon.gov">sammy.egbert@coburgoregon.gov</a> |

### SUMMARY AND REQUESTED COUNCIL ACTION

Consider the Planning Commissioner appointment recommendations.

#### Suggested Motion

*If approved under the consent agenda, the Council recommends that Mayor Bell appoint Elizabeth Dahlager and Justin Fisher to the Coburg Planning Commission to fill the vacancies, and both terms expire October 31, 2027.*

### BACKGROUND

Recruitment has been open for several months for two Planning Commission vacancies. In August, the City received two applications. Staff reviewed the applications and noted that both applicants are City residents, and neither is engaged in real estate development or overlapping professions, keeping the Commission in full compliance with Bylaws Sections 1 and 2.

At the September 16, 2026, Planning Commission meeting, the Commission reviewed the applications and interviewed Justin Fisher and Elizabeth Dahlager.

The Commission passed a motion to recommend that Mayor Bell, with Council consent, appoint Elizabeth Dahlager and Justin Fisher to the Planning Commission. These terms expire in October 2027.

#### Planning Commission Bylaws:

- *Section 1. The planning commission shall consist of seven members to be appointed by the City Council. Five members shall be City residents. One, but not more than two, may live not within the City but either within the area of influence as defined by the Comprehensive Plan, or own real property within the City, or be an owner or partner of a business in the city limits. The area of influence is the City plus six miles adjacent thereto.*

- *Section 2. No more than two members shall be engaged principally in buying, selling, or developing of real estate for a profit as individuals or be members of any partnership, or officers of or employees of any corporation that is engaged principally in buying, selling, or developing real estate for a profit. No more than two members shall be engaged in the same kind of business, trade or profession (ORS 227.030).*
- *Section 3. Members shall be appointed for two-year terms, renewable upon a majority vote of the commission present at a meeting.*

**RECOMMENDATION**

Staff recommends appointing Justin Fisher and Elizabeth Dahlager to the Planning Commission.

**BUDGET / FINANCIAL IMPACT**

As with all public meetings, “soft costs” include staff time spent preparing for meetings, agendas/packets, notice requirements, and minutes for monthly meetings.

**PUBLIC INVOLVEMENT**

Recruitment for Planning Commissioners has been open and active for several months. Recruitments have been posted on the City website, social media, at City Hall, at the post office, and emailed to all interested parties.

**NEXT STEPS**

The appointed Planning Commissioners will take their seats at the October 27, 2026, City Council | Planning Commission Joint Work Session.

Prior to their first Planning Commission meeting on November 17, 2026, staff will schedule an orientation meeting. This will give the newly appointed commissioners an overview of current projects and responsibilities and answer questions about their new role.

**ATTACHMENTS**

1. Recruitment Notice



## **Planning Commission Vacancy Notice**

~~Closes: September 17, 2025~~ Recruitment Extended

~~Closes: October 10, 2025~~ Recruitment Extended

~~Closes: November 18, 2025~~ Recruitment Extended

**OPEN UNTIL FILLED**

**Planning Commission:** The Commissioners are an advisory group to the City Council on issues and policies related to planning, land use regulations, and community development. Planning Commissioners work to develop plans and implement policies that affect how the community changes with growth and development. Some of the duties include:

- Management of the Coburg Comprehensive Plan, functional plans, and refinement plans for the City that have been adopted by Council.
- Update and keep current zoning, subdivision, and sign code ordinances with required findings in the Coburg Comprehensive plan.
- Hold hearings and approve or deny applications for partitions and subdivisions. Using the basis of their consistency adopted in the subdivision ordinance.
- Provide recommendations to the City Council on streets, parking areas, sidewalks, and bikeways.

**Meetings:** Monthly (3<sup>rd</sup> Wednesday)

**Membership:** Seven (7)

**Vacancies:** Two (2) to be filled

**Term:** Both positions are two-year terms that expire in October 2027.

**Membership Requirements:** The planning commission consists of 7 members appointed by the city council. Five members must be City residents. Two members may live within the City or within the area of influence as defined by the Comprehensive Plan, or own real property within the City, or be an owner or partner of a business in the city limits.

**Application Deadline:** Recruitment will be active until positions are filled.

**Contact:** Sammy Egbert, [sammy.egbert@ci.coburg.or.us](mailto:sammy.egbert@ci.coburg.or.us) or 541-682-7852



## Resolution 2026-19

### Limited Income Assistance (LIA) Program Eligibility Criteria

| Meeting Date     | Staff Contact                                                 | Email                                                                                                                                                            |
|------------------|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| October 13, 2026 | Adam Hanks, City Administrator<br>Sammy Egbert, City Recorder | <a href="mailto:Adam.hanks@coburgoregon.gov">Adam.hanks@coburgoregon.gov</a><br><a href="mailto:Sammy.egbert@coburgoregon.gov">Sammy.egbert@coburgoregon.gov</a> |

#### SUMMARY AND REQUESTED COUNCIL ACTION

Following Council direction from the September 8, 2026 Council meeting, staff is presenting a draft resolution to adjust the Limited Income Assistance (LIA) income eligibility criteria. No changes to the discount rate/percentages are proposed at this time due to the program being in mid-cycle.

#### Suggested Motion

*I move to adopt Resolution 2026-19, a resolution amending Resolution 2025-09, Section 1(b), adjusting the federal poverty level (FPL) eligibility threshold for receiving thirty five percent (35%) benefits to 200% (FPL).*

#### BACKGROUND

The LIA program has been a longstanding and Council supported program for many years. The program was streamlined in 2025 with the passage of Resolution 2025-09, simplifying the eligibility and the discount/credit rates. The resolution also clarified and ensured that the discount applied to all rates and fees on the billing statement of the qualifying customer.

Resolution 2025-09 also created an annual total credit limit equal to one percent (1%) of the estimated annual revenue of all applicable rates, fees, charges of City of Coburg billing statements, with this limit extended only by formal Council approval.

Within the application process for the 2026-27 program period, several customers were issued denials of their applications due to their stated income exceeding the levels set within Resolution 2025-09 for program eligibility.

At the request of an applicant, the matter was presented to Council for direction to staff as the program as approved does not provide discretion to staff to grant exceptions nor does it contain an appeal process as the program was designed to be administrative with clearly identified objective criteria (income qualifications based on Federal Poverty Levels issued by the federal government and based on household size).

Resolution 2025-09 sets the LIA policy. Eligibility, qualifications, and level of assistance are based on the gross annual household income using FPL guidelines that are adjusted and published annually in advance of the annual local LIA enrollment period.

Council discussed the matter at length at its September 9, 2026 meeting and directed staff to develop alternative eligibility percentages that could provide for greater participation from customers near, but currently exceeding, current income qualifying levels.

Council Options Include:

- **Option 1 (Proposed Draft Resolution 2026-19):** This option extends eligibility to the lowest tier (35% credit) by extending the qualifying customer income level to 200% of the Federal Poverty Level while leaving the other two tiers at their existing levels. The resulting tiers would be:
  - FPL at or below 125% receives a 55% bill credit
  - FPL at or below 150% receives a 45% bill credit
  - FPL at or below 200% receives a 35% bill credit
- **Option 2 (Alternative Council Amendment):** Council can choose to amend the draft resolution to extend eligibility equally across all three tiers, raising every qualifying customer income level by 25% of the Federal Poverty Level. The resulting tiers would be:
  - FPL at or below 150% receives a 55% bill credit
  - FPL at or below 175% receives a 45% bill credit
  - FPL at or below 200% receives a 35% bill credit
- **Option 3 (No Action):** Council may choose to take no action, and the existing Federal Poverty Level (FPL) income levels established under Resolution 2025-09 will remain in effect.

There are a number of alternative methodologies to adjust the qualifying income levels that could be discussed and motioned by Council, the two provided in the staff report are intended to address the issues raised in the September Council meeting discussion on the matter.

## RECOMMENDATION

Staff has no formal recommendation, but is supportive of Council's review of the program and will implement the program changes as directed by final resolution approval. Staff is interested in future program discussions regarding the correlation between the eligibility objectives, the percentage credit tiers and the total allocation of program funds (rate revenue reductions) to ensure policy objectives of Council are enacted and administrative processes are clear and efficient.

## BUDGET / FINANCIAL IMPACT

Resolution 2025-09 includes a provision that sets a maximum program funding cap of 1% of the estimated annual revenue of all applicable rates, fees and charges on City of Coburg billing statements. This program cap would remain and apply to amendments creating an exemption

criteria, unless Council chose to amend the 1% cap clause as well. This language is retained in the proposed resolutions and not altered by the proposed motion.

An expansion of the income eligibility will allow additional customer access to the LIA program and therefore slightly increase the total budget/expense of the LIA program and move the program closer to the cap (but would not in of itself exceed the cap unless specifically altered by Council). The current utilization of the LIA program remains below the 1% cap and will continue to be monitored by staff and brought forward if the total annual credits reach the 1% cap. The 1% cap is currently estimated at \$27,300 and the estimated utilization is currently approximately \$22,100, leaving over \$5,000 available for potential new qualifying customers.

#### **PUBLIC INVOLVEMENT**

The September 8, 2026 agenda notice and packet submittals were the only new public involvement has occurred since the program's public hearing in May of 2025.

#### **NEXT STEPS**

Based on final Council decision, staff will revise the LIA program materials to reflect the updated eligibility limits and will make contact with applicants to offer a reassessment of application and eligibility for the remainder of this LIA program year.

#### **ATTACHMENTS**

1. Draft Resolution 2026-19 Amending income eligibility levels for Limited Income Assistance
2. Resolution 2025-09 – Existing Limited Income Assistance Program Approval
3. 2026 Federal Poverty Level table

## **RESOLUTION 2026-19**

### **A RESOLUTION AMENDING RESOLUTION 2025-09, SECTION 1(b), ADJUSTING THE FEDERAL POVERTY LEVEL (FPL) ELIGIBILITY THRESHOLD FOR RECEIVING THIRTY-FIVE PERCENT (35%) BENEFITS TO 200% (FPL)**

**WHEREAS**, the City Council previously adopted Resolution 2025-09 establishing program eligibility standards and benefit allocation metrics; and

**WHEREAS**, Section 1(b) of Resolution 2025-09 established an assistance tier providing a thirty-five percent a thirty-five percent (35%) benefit to households with incomes at or below one hundred fifty percent (150%) of the Federal Poverty Level (FPL); and

**WHEREAS**, it has been determined necessary to broaden eligibility and adjust program guidelines to better serve qualifying individuals and families; and

**WHEREAS**, the City Council desires to update Section 1(b) to reflect an eligibility threshold of two hundred percent (200%) of the Federal Poverty Level (FPL) for the thirty-five percent (35%) benefit tier.

#### **THE CITY OF COBURG RESOLVES AS FOLLOWS:**

##### **Section 1. Amendment to Section 1(b)**

Section 1(b) of Resolution 2025-09 is hereby amended to remove the 150% FPL tier and insert the 200% FPL tier. Section 1(b) shall read in its entirety as follows:

(b) Assistance levels will correspond with qualifying FPL income levels as follows:

|                   |                        |
|-------------------|------------------------|
| FPL = 100%        | 55% bill credit        |
| FPL = 125%        | 45% bill credit        |
| <b>FPL = 200%</b> | <b>35% bill credit</b> |

##### **Section 2. Provisions Severable.**

Except as amended by this Resolution, Resolution 2025-09 remains in effect.

##### **Section 3. Effective.**

This resolution takes effect immediately upon approval and passage.

**Adopted** by the **City Council** of the **City of Coburg**, Oregon by a vote of \_\_\_ for and \_\_\_ against this 13th day of October, 2026.

\_\_\_\_\_  
Nancy Bell, Mayor

Attest: \_\_\_\_\_  
Sammy L. Egbert, City Recorder

## **RESOLUTION 2025-09**

### **A RESOLUTION ADOPTING THE POLICY, CRITERIA AND ASSISTANCE LEVELS FOR UTILITY BILLING LIMITED INCOME ASSISTANCE**

**WHEREAS**, Ordinance A-224-A provides the Coburg City Council the authority to establish a Limited Income Assistance program. The Limited Income Assistance program sets a reduced monthly water rate for eligible residential water users, details the criteria, and policies; and

**WHEREAS**, Ordinance A-222-A provides the City Council of Coburg with authority to set rates for the construction and operation of the Coburg Wastewater System; and

**WHEREAS**, Ordinance A-252 provides for the reduction in the Transportation Fee for residential income-qualifying applicants; and

**WHEREAS**, Ordinance A-214 provides for the consideration of a financial hardship for residential tree fee customers whose gross family income is less than the Federal Poverty Level; and

**WHEREAS**, the City has an interest in maintaining a limited income assistance program that meets the needs of qualifying residents and utility customers of the City of Coburg that is effective, transparent and administratively efficient.

### **THE CITY OF COBURG RESOLVES AS FOLLOWS:**

#### **Section 1. Policy & Assistance Levels**

- (a) The Program is available to residential utility billing customers whose household income qualifies under the annual Federal Poverty Level (FPL).
- (b) Assistance levels will correspond with qualifying FPL income levels as follows:
 

|            |     |
|------------|-----|
| FPL = 100% | 55% |
| FPL = 125% | 45% |
| FPL = 150% | 35% |
- (c) The assistance level percentage credit will be applied to all base fees of the qualifying customer.
- (d) The program will have an annual total credit limit equal to one percent (1%) of the estimated annual revenue of all applicable rates, fees, charges of City of Coburg billing statements
- (e) Adjustments to the annual credit limit cap must be approved by Council prior to exceeding the cap with new customer enrollment.

#### **Section 2. Criteria**

- (a) Eligibility, qualification, and level of assistance are based on the gross annual household income and the size of the household using the annual FPL guidelines.

- (b) Approved credits expire annually on June 30<sup>th</sup>.
- (c) Annual Enrollment is open June 1<sup>st</sup> through June 30<sup>th</sup>. No applications will be accepted after June 30<sup>th</sup>.
- (d) The applicant must provide the total income of all persons residing permanently at the applicant's address. A copy of the federal tax return is preferred, but not the only supporting documentation.

**Section 3. Effective**

This resolution is effective immediately upon its approval and passage.

**Adopted** by the **City Council** of the **City of Coburg**, Oregon by a vote of 6 for and 0 against this 13<sup>th</sup> day of May, 2025.

  
Nancy Bell, Mayor

Attest:   
Sammy L. Egbert, City Recorder

## 2026 Poverty Guidelines: 48 Contiguous States (all states except Alaska and Hawaii)

### Dollars Per Year

| Household/<br>Family Size | 50%       | 75%       | 100%      | 125%       | 130%       | 133%       | 135%       | 138%       | 150%       | 175%       | 180%       | 185%       |
|---------------------------|-----------|-----------|-----------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| 1                         | 7,980.00  | 11,970.00 | 15,960.00 | 19,950.00  | 20,748.00  | 21,226.80  | 21,546.00  | 22,024.80  | 23,940.00  | 27,930.00  | 28,728.00  | 29,526.00  |
| 2                         | 10,820.00 | 16,230.00 | 21,640.00 | 27,050.00  | 28,132.00  | 28,781.20  | 29,214.00  | 29,863.20  | 32,460.00  | 37,870.00  | 38,952.00  | 40,034.00  |
| 3                         | 13,660.00 | 20,490.00 | 27,320.00 | 34,150.00  | 35,516.00  | 36,335.60  | 36,882.00  | 37,701.60  | 40,980.00  | 47,810.00  | 49,176.00  | 50,542.00  |
| 4                         | 16,500.00 | 24,750.00 | 33,000.00 | 41,250.00  | 42,900.00  | 43,890.00  | 44,550.00  | 45,540.00  | 49,500.00  | 57,750.00  | 59,400.00  | 61,050.00  |
| 5                         | 19,340.00 | 29,010.00 | 38,680.00 | 48,350.00  | 50,284.00  | 51,444.40  | 52,218.00  | 53,378.40  | 58,020.00  | 67,690.00  | 69,624.00  | 71,558.00  |
| 6                         | 22,180.00 | 33,270.00 | 44,360.00 | 55,450.00  | 57,668.00  | 58,998.80  | 59,886.00  | 61,216.80  | 66,540.00  | 77,630.00  | 79,848.00  | 82,066.00  |
| 7                         | 25,020.00 | 37,530.00 | 50,040.00 | 62,550.00  | 65,052.00  | 66,553.20  | 67,554.00  | 69,055.20  | 75,060.00  | 87,570.00  | 90,072.00  | 92,574.00  |
| 8                         | 27,860.00 | 41,790.00 | 55,720.00 | 69,650.00  | 72,436.00  | 74,107.60  | 75,222.00  | 76,893.60  | 83,580.00  | 97,510.00  | 100,296.00 | 103,082.00 |
| 9                         | 30,700.00 | 46,050.00 | 61,400.00 | 76,750.00  | 79,820.00  | 81,662.00  | 82,890.00  | 84,732.00  | 92,100.00  | 107,450.00 | 110,520.00 | 113,590.00 |
| 10                        | 33,540.00 | 50,310.00 | 67,080.00 | 83,850.00  | 87,204.00  | 89,216.40  | 90,558.00  | 92,570.40  | 100,620.00 | 117,390.00 | 120,744.00 | 124,098.00 |
| 11                        | 36,380.00 | 54,570.00 | 72,760.00 | 90,950.00  | 94,588.00  | 96,770.80  | 98,226.00  | 100,408.80 | 109,140.00 | 127,330.00 | 130,968.00 | 134,606.00 |
| 12                        | 39,220.00 | 58,830.00 | 78,440.00 | 98,050.00  | 101,972.00 | 104,325.20 | 105,894.00 | 108,247.20 | 117,660.00 | 137,270.00 | 141,192.00 | 145,114.00 |
| 13                        | 42,060.00 | 63,090.00 | 84,120.00 | 105,150.00 | 109,356.00 | 111,879.60 | 113,562.00 | 116,085.60 | 126,180.00 | 147,210.00 | 151,416.00 | 155,622.00 |
| 14                        | 44,900.00 | 67,350.00 | 89,800.00 | 112,250.00 | 116,740.00 | 119,434.00 | 121,230.00 | 123,924.00 | 134,700.00 | 157,150.00 | 161,640.00 | 166,130.00 |

| Household/<br>Family Size | 200%       | 225%       | 250%       | 275%       | 300%       | 325%       | 350%       | 375%       | 400%       | 500%       | 600%       | 700%       |
|---------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| 1                         | 31,920.00  | 35,910.00  | 39,900.00  | 43,890.00  | 47,880.00  | 51,870.00  | 55,860.00  | 59,850.00  | 63,840.00  | 79,800.00  | 95,760.00  | 111,720.00 |
| 2                         | 43,280.00  | 48,690.00  | 54,100.00  | 59,510.00  | 64,920.00  | 70,330.00  | 75,740.00  | 81,150.00  | 86,560.00  | 108,200.00 | 129,840.00 | 151,480.00 |
| 3                         | 54,640.00  | 61,470.00  | 68,300.00  | 75,130.00  | 81,960.00  | 88,790.00  | 95,620.00  | 102,450.00 | 109,280.00 | 136,600.00 | 163,920.00 | 191,240.00 |
| 4                         | 66,000.00  | 74,250.00  | 82,500.00  | 90,750.00  | 99,000.00  | 107,250.00 | 115,500.00 | 123,750.00 | 132,000.00 | 165,000.00 | 198,000.00 | 231,000.00 |
| 5                         | 77,360.00  | 87,030.00  | 96,700.00  | 106,370.00 | 116,040.00 | 125,710.00 | 135,380.00 | 145,050.00 | 154,720.00 | 193,400.00 | 232,080.00 | 270,760.00 |
| 6                         | 88,720.00  | 99,810.00  | 110,900.00 | 121,990.00 | 133,080.00 | 144,170.00 | 155,260.00 | 166,350.00 | 177,440.00 | 221,800.00 | 266,160.00 | 310,520.00 |
| 7                         | 100,080.00 | 112,590.00 | 125,100.00 | 137,610.00 | 150,120.00 | 162,630.00 | 175,140.00 | 187,650.00 | 200,160.00 | 250,200.00 | 300,240.00 | 350,280.00 |
| 8                         | 111,440.00 | 125,370.00 | 139,300.00 | 153,230.00 | 167,160.00 | 181,090.00 | 195,020.00 | 208,950.00 | 222,880.00 | 278,600.00 | 334,320.00 | 390,040.00 |
| 9                         | 122,800.00 | 138,150.00 | 153,500.00 | 168,850.00 | 184,200.00 | 199,550.00 | 214,900.00 | 230,250.00 | 245,600.00 | 307,000.00 | 368,400.00 | 429,800.00 |
| 10                        | 134,160.00 | 150,930.00 | 167,700.00 | 184,470.00 | 201,240.00 | 218,010.00 | 234,780.00 | 251,550.00 | 268,320.00 | 335,400.00 | 402,480.00 | 469,560.00 |
| 11                        | 145,520.00 | 163,710.00 | 181,900.00 | 200,090.00 | 218,280.00 | 236,470.00 | 254,660.00 | 272,850.00 | 291,040.00 | 363,800.00 | 436,560.00 | 509,320.00 |
| 12                        | 156,880.00 | 176,490.00 | 196,100.00 | 215,710.00 | 235,320.00 | 254,930.00 | 274,540.00 | 294,150.00 | 313,760.00 | 392,200.00 | 470,640.00 | 549,080.00 |
| 13                        | 168,240.00 | 189,270.00 | 210,300.00 | 231,330.00 | 252,360.00 | 273,390.00 | 294,420.00 | 315,450.00 | 336,480.00 | 420,600.00 | 504,720.00 | 588,840.00 |
| 14                        | 179,600.00 | 202,050.00 | 224,500.00 | 246,950.00 | 269,400.00 | 291,850.00 | 314,300.00 | 336,750.00 | 359,200.00 | 449,000.00 | 538,800.00 | 628,600.00 |



**City of Coburg  
Balances  
FY 2027  
As of 08/31/2026**

**Cash Balances**

|                   | <b>FY 2027<br/>Actual</b> | <b>FY 2026<br/>Actual</b> | <b>EOY<br/>FY 2026</b> |
|-------------------|---------------------------|---------------------------|------------------------|
| General Fund      | 247,426                   | (110,706)                 | 92,468                 |
| Street Fund       | 235,674                   | 795,523                   | 879,706                |
| Water Fund        | 2,297,330                 | 2,141,510                 | 2,165,834              |
| Sewer Fund        | 988,339                   | 1,053,576                 | 1,335,062              |
| <b>Total Cash</b> | <b>3,768,768</b>          | <b>3,879,904</b>          | <b>4,473,070</b>       |

**Fund Balances**

|                           | <b>FY 2027<br/>Actual</b> | <b>FY 2027<br/>Budget</b> | <b>FY 2026<br/>Actual</b> | <b>EOY<br/>FY 2026</b> |
|---------------------------|---------------------------|---------------------------|---------------------------|------------------------|
| General Fund              | 209,060                   | 450,052                   | 95,610                    | 401,212                |
| Street Fund               | 757,037                   | 693,098                   | 817,708                   | 856,136                |
| Water Fund                | 2,191,670                 | 3,419,301                 | 2,919,253                 | 2,187,233              |
| Sewer Fund                | 1,129,710                 | 1,116,571                 | 1,139,935                 | 1,377,283              |
| <b>Total Fund Balance</b> | <b>4,287,476</b>          | <b>5,679,022</b>          | <b>4,972,505</b>          | <b>4,821,864</b>       |

Interest Earnings Summary

| Balance in Banks:                | Cash             | Percent in<br>account | Interest Rate |
|----------------------------------|------------------|-----------------------|---------------|
| Local Government Investment Pool | 4,678,029        | 95%                   | 4.00%         |
| Key Bank                         | 241,756          | 5%                    | 0.00%         |
| <b>Total Cash</b>                | <b>4,919,785</b> | <b>100%</b>           |               |



**City of Coburg  
Fund Statements  
City Wide  
FY 2027  
As of 08/31/2026**

|                                | FY 2027          |                  |             | FY 2026        |                  |
|--------------------------------|------------------|------------------|-------------|----------------|------------------|
|                                | Actual YTD       | Adopted Budget   | % of B to A | Actual YTD     | EOY FY26         |
| <b>Revenues:</b>               |                  |                  |             |                |                  |
| Taxes and Assessments          | 42,633           | 1,267,798        | 3%          | 20,191         | 1,235,603        |
| Intergovernmental              | 25,611           | 661,000          | 4%          | 12,413         | 663,000          |
| Franchise Fees                 | 39,466           | 305,500          | 13%         | 22,879         | 287,500          |
| Licenses, Permits & Fees       | 3,678            | 56,500           | 7%          | 4,540          | 92,000           |
| Fines and Forfeitures          | 32,407           | 136,500          | 24%         | 12,419         | 101,000          |
| Investment Revenue             | 26,868           | 69,500           | 39%         | 9,432          | 66,000           |
| Grants and Donations           | 39,487           | 275,000          | 14%         | -              | 251,000          |
| Charges for Services           | 357,080          | 2,526,000        | 14%         | 202,748        | 2,364,000        |
| Charges for Services -SDC      | -                | 282,000          | 0%          | -              | 312,000          |
| Other Revenue                  | 13,168           | 20,000           | 66%         | 299            | 22,000           |
| Bond Proceeds                  | -                | 1,300,000        | 0%          | -              | 1,300,000        |
| Transfer In                    | 28,333           | 170,000          | 17%         | 12,500         | 150,000          |
| <b>Total Revenue</b>           | <b>608,733</b>   | <b>7,069,798</b> | <b>9%</b>   | <b>297,422</b> | <b>6,844,103</b> |
| <b>Operating Expenditures:</b> |                  |                  |             |                |                  |
| Personnel Services             | 365,186          | 2,284,470        | 16%         | 156,657        | 2,170,350        |
| Materials and Services         | 224,434          | 1,249,600        | 18%         | 147,685        | 1,211,750        |
| Debt Service                   | 447,336          | 1,041,184        | 0%          | 335,709        | 1,129,811        |
| Capital Outlay                 | 77,831           | 1,440,000        | 0%          | 107,400        | 2,615,000        |
| Transfers Out                  | 28,333           | 170,000          | 17%         | 12,500         | 150,000          |
| Contingencies                  | -                | 500,000          | 0%          | -              | 500,000          |
| <b>Total Expenditure</b>       | <b>1,143,120</b> | <b>6,685,254</b> | <b>17%</b>  | <b>759,951</b> | <b>7,776,911</b> |
| Net Change                     | (534,388)        | 384,544          | -139%       | (462,529)      | (932,808)        |
| Fund Balance - June 30,        | 4,821,864        | 5,294,478        | 91%         | 5,754,134      | 5,754,672        |
| Fund Balance                   | 4,287,476        | 5,679,022        | 75%         | 5,291,605      | 4,821,864        |



**City of Coburg  
Fund Statements  
General Fund  
FY 2027  
As of 08/31/2026**

|                                | FY 2027          |                  |             | FY 2026          |                  |
|--------------------------------|------------------|------------------|-------------|------------------|------------------|
|                                | Actual YTD       | Adopted Budget   | % of B to A | Actual YTD       | EOY FY26         |
| <b>Revenues:</b>               |                  |                  |             |                  |                  |
| Taxes and Assessments          | 13,648           | 1,104,798        | 1%          | 7,982            | 1,072,603        |
| Intergovernmental              | 8,799            | 49,000           | 18%         | 9,803            | 51,000           |
| Franchise Fees                 | 39,466           | 305,500          | 13%         | 43,083           | 287,500          |
| Licenses, Permits & Fees       | 3,678            | 56,500           | 7%          | 8,303            | 92,000           |
| Fines and Forfeitures          | 32,407           | 136,500          | 24%         | 25,739           | 101,000          |
| Investment Revenue             | 2,295            | 8,500            | 27%         | 1,496            | 5,000            |
| Grants and Donations           | -                | 25,000           | 0%          | -                | 1,000            |
| Charges for Services           | 7,504            | 308,500          | 2%          | 10,314           | 146,500          |
| Charges for Services -SDC      | -                | 35,000           | 0%          | -                | 65,000           |
| Other Revenue                  | 13,104           | 11,000           | 119%        | 785              | 13,000           |
| Transfer In - Admin Fee        | 28,333           | 170,000          | 17%         | 25,000           | 150,000          |
| <b>Total Revenue</b>           | <b>149,234</b>   | <b>2,210,298</b> | <b>7%</b>   | <b>132,506</b>   | <b>1,984,603</b> |
| <b>Expenditures</b>            |                  |                  |             |                  |                  |
| Administration Department      | 116,400          | 497,270          | 23%         | 152,460          | 469,190          |
| Facility Management Department | 10,916           | 126,000          | 9%          | 28,624           | 104,500          |
| Planning Department            | 17,582           | 139,370          | 13%         | 14,219           | 195,640          |
| Police Department              | 130,877          | 802,470          | 0%          | 91,613           | 793,150          |
| Municipal Court                | 31,157           | 187,110          | 0%          | 29,762           | 183,550          |
| Economic Development           | 18,747           | 44,000           | 43%         | 12,128           | 43,500           |
| Parks (Public Works)           | 15,707           | 139,800          | 11%         | 26,879           | 118,780          |
| Debt Service:                  |                  |                  |             |                  |                  |
| Principal                      | -                | 15,000           | 0%          | -                | 15,000           |
| Interest                       | -                | 13,350           | 0%          | -                | 13,800           |
| Contingency                    | -                | 50,000           | 0%          | -                | 50,000           |
| <b>Total Expenditures</b>      | <b>341,387</b>   | <b>2,014,370</b> | <b>17%</b>  | <b>355,685</b>   | <b>1,987,110</b> |
| <b>Net Change</b>              | <b>(192,152)</b> | <b>195,928</b>   | <b>-98%</b> | <b>(223,179)</b> | <b>(2,507)</b>   |
| <b>Fund Balance - June 30,</b> | <b>401,212</b>   | <b>254,124</b>   | <b>158%</b> | <b>318,789</b>   | <b>403,719</b>   |
| <b>Fund Balance</b>            | <b>209,060</b>   | <b>450,052</b>   | <b>46%</b>  | <b>95,610</b>    | <b>401,212</b>   |



**City of Coburg**  
**Fund Statements**  
**Street Fund**  
**FY 2027**  
**As of 08/31/2026**

|                           | <b>FY 2027</b>    |                       |                    | <b>FY 2026</b>    |                  |
|---------------------------|-------------------|-----------------------|--------------------|-------------------|------------------|
|                           | <b>Actual YTD</b> | <b>Adopted Budget</b> | <b>% of B to A</b> | <b>Actual YTD</b> | <b>EOY FY26</b>  |
| <b>Revenues:</b>          |                   |                       |                    |                   |                  |
| Taxes and Assessments     | 28,984            | 160,000               | 18%                | 36,835            | 160,000          |
| Intergovernmental         | 16,812            | 112,000               | 15%                | 17,800            | 112,000          |
| Investment Revenue        | 1,841             | 8,000                 | 23%                | 4,184             | 8,000            |
| Grants and Donations      | -                 | 250,000               | 0%                 | -                 | 250,000          |
| Charges for Services      | 27,619            | 191,500               | 14%                | 29,540            | 191,500          |
| Charges for Services -SDC | -                 | 85,000                | 0%                 | -                 | 85,000           |
| Other Revenue             | -                 | -                     | 0%                 | 150               | -                |
| Bond Proceeds             | -                 | -                     | 0%                 | -                 | -                |
| <b>Total Revenue</b>      | <b>75,256</b>     | <b>806,500</b>        | <b>9%</b>          | <b>88,510</b>     | <b>806,500</b>   |
| <b>Expenditures</b>       |                   |                       |                    |                   |                  |
| Administration Department | 17,637            | 133,820               | 0%                 | 13,441            | 130,070          |
| Public Works Department   | 36,025            | 343,620               | 10%                | 28,974            | 269,540          |
| Capital                   | 1,294             | 385,000               | 0%                 | 696               | 800,000          |
| Transfer Out              | 5,000             | 30,000                | 17%                | 5,000             | 30,000           |
| Debt Service:             |                   |                       |                    |                   |                  |
| Principal                 | 96,204            | 96,230                | 0%                 | 93,839            | 93,865           |
| Interest                  | 18,196            | 18,171                | 0%                 | 20,561            | 20,540           |
| Contingency               | -                 | 50,000                | 0%                 | -                 | 50,000           |
| <b>Total Expenditures</b> | <b>174,356</b>    | <b>1,056,841</b>      | <b>16%</b>         | <b>162,511</b>    | <b>1,394,015</b> |
| Net Change                | (99,099)          | (250,341)             | 40%                | (74,001)          | (587,515)        |
| Fund Balance - June 30,   | 856,136           | 943,439               | 91%                | 891,709           | 1,443,651        |
| Fund Balance              | 757,037           | 693,098               | 0%                 | 817,708           | 856,136          |



**City of Coburg  
Fund Statements  
Water Fund  
FY 2027  
As of 08/31/2026**

|                           | <b>FY 2027</b>    |                       |                    | <b>FY 2026</b>    |                  |
|---------------------------|-------------------|-----------------------|--------------------|-------------------|------------------|
|                           | <b>Actual YTD</b> | <b>Adopted Budget</b> | <b>% of B to A</b> | <b>Actual YTD</b> | <b>EOY FY26</b>  |
| <b>Revenues:</b>          |                   |                       |                    |                   |                  |
| Investment Revenue        | 15,689            | 50,000                | 31%                | 13,270            | 50,000           |
| Grants and Donations      | 7,339             | -                     | 0%                 | -                 | -                |
| Charges for Services      | 158,415           | 1,106,000             | 14%                | 223,540           | 1,106,000        |
| Charges for Services -SDC | -                 | 72,000                | 0%                 | -                 | 72,000           |
| Other Revenue             | 64                | -                     | 0%                 | -                 | -                |
| Bond Proceeds             | -                 | 1,300,000             | 0%                 | -                 | 1,300,000        |
| <b>Total Revenue</b>      | <b>181,508</b>    | <b>2,528,000</b>      | <b>7%</b>          | <b>236,809</b>    | <b>2,528,000</b> |
| <b>Expenditures</b>       |                   |                       |                    |                   |                  |
| Administration Department | 24,219            | 156,340               | 0%                 | 17,805            | 154,480          |
| Public Works Department   | 63,529            | 319,670               | 20%                | 39,702            | 282,780          |
| Capital                   | 77,656            | 1,005,000             | 8%                 | 78,080            | 1,800,000        |
| Transfer Out              | 11,667            | 70,000                | 17%                | 10,000            | 60,000           |
| Debt Service:             |                   |                       |                    |                   |                  |
| Principal                 | -                 | -                     | 0%                 | -                 | 80,000           |
| Interest                  | -                 | -                     | 0%                 | -                 | 2,400            |
| Contingency               | -                 | 200,000               | 0%                 | -                 | 200,000          |
| <b>Total Expenditures</b> | <b>177,071</b>    | <b>1,751,010</b>      | <b>10%</b>         | <b>145,586</b>    | <b>2,579,660</b> |
| Net Change                | 4,437             | 776,990               | 1%                 | 91,223            | (51,660)         |
| Fund Balance - June 30,   | 2,187,233         | 2,642,311             | 83%                | 2,828,030         | 2,238,893        |
| Fund Balance              | 2,191,670         | 3,419,301             | 0%                 | 2,919,253         | 2,187,233        |



**City of Coburg  
Fund Statements  
Sewer Fund  
FY 2027  
As of 08/31/2026**

|                           | <b>FY 2027</b>    |                       |                    | <b>FY 2026</b>    |                  |
|---------------------------|-------------------|-----------------------|--------------------|-------------------|------------------|
|                           | <b>Actual YTD</b> | <b>Adopted Budget</b> | <b>% of B to A</b> | <b>Actual YTD</b> | <b>EOY FY26</b>  |
| <b>Revenues:</b>          |                   |                       |                    |                   |                  |
| Taxes and Assessments     | -                 | 3,000                 | 0%                 | 6,572             | 3,000            |
| Intergovernmental         | -                 | 500,000               | 0%                 | -                 | 500,000          |
| Investment Revenue        | 7,043             | 3,000                 | 235%               | -                 | 3,000            |
| Grants and Donations      | 32,148            | -                     | 0%                 | -                 | -                |
| Charges for Services      | 163,543           | 920,000               | 18%                | 159,524           | 920,000          |
| Charges for Services -SDC | -                 | 90,000                | 0%                 | -                 | 90,000           |
| Other Revenue             | -                 | 9,000                 | 0%                 | -                 | 9,000            |
| Bond Proceeds             | -                 | -                     | 0%                 | -                 | -                |
| <b>Total Revenue</b>      | <b>202,734</b>    | <b>1,525,000</b>      | <b>13%</b>         | <b>166,095</b>    | <b>1,525,000</b> |
| <b>Expenditures</b>       |                   |                       |                    |                   |                  |
| Administration Department | 24,744            | 156,340               | 0%                 | 17,048            | 154,480          |
| Public Works Department   | 80,961            | 528,260               | 15%                | 63,945            | 497,440          |
| Capital                   | -                 | 10,000                | 0%                 | -                 | -                |
| Transfer Out              | 11,667            | 70,000                | 17%                | 10,000            | 60,000           |
| Debt Service:             |                   |                       |                    |                   |                  |
| Principal                 | 279,110           | 659,420               | 0%                 | 276,725           | 654,640          |
| Interest                  | 53,826            | 239,013               | 0%                 | 58,984            | 249,566          |
| Contingency               | -                 | 200,000               | 0%                 | -                 | 200,000          |
| <b>Total Expenditures</b> | <b>450,307</b>    | <b>1,863,033</b>      | <b>24%</b>         | <b>426,702</b>    | <b>1,816,126</b> |
| Net Change                | (247,573)         | (338,033)             | 73%                | (260,606)         | (291,126)        |
| Fund Balance - June 30,   | 1,377,283         | 1,454,604             | 95%                | 1,400,541         | 1,668,409        |
| Fund Balance              | 1,129,710         | 1,116,571             | 0%                 | 1,139,935         | 1,377,283        |



**City of Coburg**  
**Department Summary of Expenditures by Fund**  
**FY 2027**  
**As of 08/31/2026**  
**16.67% Target**

|                                 | FY 2027    |                |             | FY 2026    |          |
|---------------------------------|------------|----------------|-------------|------------|----------|
|                                 | Actual YTD | Adopted Budget | % of B to A | Actual YTD | EOY FY26 |
| <b>General Fund</b>             |            |                |             |            |          |
| Administration Department       |            |                |             |            |          |
| Personnel Services              | 51,351     | 243,270        | 21.11%      | 43,362     | 238,190  |
| Material and Services           | 65,049     | 254,000        | 25.61%      | 109,098    | 231,000  |
| Total Administration Department | 116,400    | 497,270        | 23.41%      | 152,460    | 469,190  |
| Facility Management Department  |            |                |             |            |          |
| Material and Services           | 10,916     | 111,000        | 9.83%       | 9,654      | 99,500   |
| Capital                         | -          | 15,000         | 0.00%       | 18,970     | 5,000    |
| Total Facility                  | 10,916     | 126,000        | 8.66%       | 28,624     | 104,500  |
| Public Works Administration     |            |                |             |            |          |
| Personnel Services              | 9,280      | 89,800         | 10.33%      | 8,837      | 82,580   |
| Material and Services           | -          | -              | 0.00%       | -          | -        |
| Total Public Works              | 9,280      | 89,800         | 10.33%      | 8,837      | 82,580   |
| Planning Department             |            |                |             |            |          |
| Personnel Services              | 17,524     | 85,070         | 20.60%      | 14,119     | 92,890   |
| Material and Services           | 58         | 54,300         | 0.00%       | 100        | 102,750  |
| Total Planning Department       | 17,582     | 139,370        | 0.00%       | 14,219     | 195,640  |
| Police Department               |            |                |             |            |          |
| Personnel Services              | 108,112    | 640,470        | 16.88%      | 85,214     | 636,150  |
| Material and Services           | 22,765     | 137,000        | 16.62%      | 6,399      | 157,000  |
| Capital Outlay                  | -          | 25,000         | 0.00%       | -          | -        |
| Total Police Department         | 130,877    | 802,470        | 16.31%      | 91,613     | 793,150  |
| Municipal Court                 |            |                | 0.00%       |            |          |
| Personnel Services              | 26,671     | 147,110        | 18.13%      | 21,946     | 144,650  |
| Material and Services           | 4,486      | 40,000         | 11.22%      | 7,816      | 38,900   |
| Total Municipal Court           | 31,157     | 187,110        | 16.65%      | 29,762     | 183,550  |
| Economic Development            |            |                |             |            |          |
| Personnel Services              | -          | -              | 0.00%       | -          | -        |
| Material and Services           | 18,747     | 44,000         | 42.61%      | 12,128     | 43,500   |
| Total Economic Department       | 18,747     | 44,000         | 42.61%      | 12,128     | 43,500   |



**City of Coburg**  
**Department Summary of Expenditures by Fund**  
**FY 2027**  
**As of 08/31/2026**  
**16.67% Target**

|                                        | FY 2027        |                  |               | FY 2026        |                  |
|----------------------------------------|----------------|------------------|---------------|----------------|------------------|
|                                        | Actual YTD     | Adopted Budget   | % of B to A   | Actual YTD     | EOY FY26         |
| Park                                   |                |                  |               |                |                  |
| Material and Services                  | 7,545          | 50,000           | 15.09%        | 1,108          | 26,200           |
| Capital                                | (1,118)        | -                | 0.00%         | 16,934         | 10,000           |
| Total Park                             | 6,427          | 50,000           | 12.85%        | 18,042         | 36,200           |
| Debt Service:                          |                |                  |               |                |                  |
| Principal                              | -              | 15,000           | 0.00%         | -              | 15,000           |
| Interest                               | -              | 13,350           | 0.00%         | -              | 13,800           |
| Total Debt                             | -              | 28,350           | 0.00%         | -              | 28,800           |
| <b>Total General Fund Expenditures</b> | <b>341,387</b> | <b>1,964,370</b> | <b>17.38%</b> | <b>355,685</b> | <b>1,937,110</b> |



**City of Coburg**  
**Department Summary of Expenditures by Fund**  
**FY 2027**  
**As of 08/31/2026**  
**16.67% Target**

|                                       | FY 2027        |                  |               | FY 2026        |                  |
|---------------------------------------|----------------|------------------|---------------|----------------|------------------|
|                                       | Actual YTD     | Adopted Budget   | % of B to A   | Actual YTD     | EOY FY26         |
| <b><u>Street Fund</u></b>             |                |                  |               |                |                  |
| Administration Department             |                |                  |               |                |                  |
| Personnel Services                    | 17,637         | 133,820          | 13.18%        | 13,115         | 125,070          |
| Material and Services                 | -              | -                | 0.00%         | 327            | 5,000            |
| Total Administration Department       | 17,637         | 133,820          | 13.18%        | 13,441         | 130,070          |
| Public Works Administration           |                |                  |               |                |                  |
| Personnel Services                    | 19,744         | 150,820          | 13.09%        | 18,827         | 170,640          |
| Material and Services                 | 16,282         | 192,800          | 8.44%         | 10,147         | 98,900           |
| Total Public Works                    | 36,025         | 343,620          | 10.48%        | 28,974         | 269,540          |
| Capital                               | 1,294          | 385,000          | 0.34%         | 696            | 800,000          |
| Transfer Out                          | 5,000          | 30,000           | 16.67%        | 5,000          | 30,000           |
| Debt Service:                         |                |                  |               |                |                  |
| Principal                             | 96,204         | 96,230           | 99.97%        | 93,839         | 93,865           |
| Interest                              | 18,196         | 18,171           | 100.14%       | 20,561         | 20,540           |
| Total Debt                            | 114,400        | 114,401          | 100.00%       | 114,400        | 114,405          |
| <b>Total Street Fund Expenditures</b> | <b>174,356</b> | <b>1,006,841</b> | <b>17.32%</b> | <b>162,511</b> | <b>1,344,015</b> |



**City of Coburg**  
**Department Summary of Expenditures by Fund**  
**FY 2027**  
**As of 08/31/2026**  
**16.67% Target**

|                                      | FY 2027        |                  |               | FY 2026        |                  |
|--------------------------------------|----------------|------------------|---------------|----------------|------------------|
|                                      | Actual YTD     | Adopted Budget   | % of B to A   | Actual YTD     | EOY FY26         |
| <b><u>Water Fund</u></b>             |                |                  |               |                |                  |
| Administration Department            |                |                  |               |                |                  |
| Personnel Services                   | 24,219         | 156,340          | 15.49%        | 17,805         | 154,480          |
| Material and Services                | -              | -                | 0.00%         | -              | -                |
| Total Administration Department      | 24,219         | 156,340          | 15.49%        | 17,805         | 154,480          |
| Public Works Administration          |                |                  |               |                |                  |
| Personnel Services                   | 32,419         | 183,170          | 17.70%        | 24,644         | 151,280          |
| Material and Services                | 31,110         | 136,500          | 22.79%        | 15,058         | 131,500          |
| Total Public Works                   | 63,529         | 319,670          | 19.87%        | 39,702         | 282,780          |
| Capital                              | 77,656         | 1,005,000        | 7.73%         | 78,080         | 1,800,000        |
| Transfer Out                         | 11,667         | 70,000           | 16.67%        | 10,000         | 60,000           |
| Debt Service:                        |                |                  |               |                |                  |
| Principal                            | -              | -                | 0.00%         | -              | 80,000           |
| Interest                             | -              | -                | 0.00%         | -              | 2,400            |
| Total Debt                           | -              | -                | 0.00%         | -              | 82,400           |
| <b>Total Water Fund Expenditures</b> | <b>177,071</b> | <b>1,551,010</b> | <b>11.42%</b> | <b>145,586</b> | <b>2,379,660</b> |



**City of Coburg**  
**Department Summary of Expenditures by Fund**  
**FY 2027**  
**As of 08/31/2026**  
**16.67% Target**

|                                      | FY 2027          |                  |               | FY 2026          |                  |
|--------------------------------------|------------------|------------------|---------------|------------------|------------------|
|                                      | Actual YTD       | Adopted Budget   | % of B to A   | Actual YTD       | EOY FY26         |
| <b><u>Sewer Fund</u></b>             |                  |                  |               |                  |                  |
| Administration Department            |                  |                  |               |                  |                  |
| Personnel Services                   | 24,744           | 156,340          | 15.83%        | 17,048           | 154,480          |
| Material and Services                | -                | -                | 0.00%         | -                | -                |
| Total Administration Department      | 24,744           | 156,340          | 15.83%        | 17,048           | 154,480          |
| Public Works Administration          |                  |                  |               |                  |                  |
| Personnel Services                   | 33,486           | 298,260          | 11.23%        | 37,803           | 219,940          |
| Material and Services                | 47,475           | 230,000          | 20.64%        | 26,142           | 277,500          |
| Total Public Works                   | 80,961           | 528,260          | 15.33%        | 63,945           | 497,440          |
| Capital                              | -                | 10,000           | 0.00%         | -                | -                |
| Transfer Out                         | 11,667           | 70,000           | 16.67%        | 10,000           | 60,000           |
| Debt Service:                        |                  |                  |               |                  |                  |
| Principal                            | 279,110          | 659,420          | 42.33%        | 276,725          | 654,640          |
| Interest                             | 53,826           | 239,013          | 22.52%        | 58,984           | 249,566          |
| Total Debt                           | 332,936          | 898,433          | 37.06%        | 335,709          | 904,206          |
| <b>Total Sewer Fund Expenditures</b> | <b>450,307</b>   | <b>1,663,033</b> | <b>27.08%</b> | <b>426,702</b>   | <b>1,616,126</b> |
| <b>Total City Expenditure</b>        | <b>1,143,120</b> | <b>6,185,254</b> | <b>18.48%</b> | <b>1,090,484</b> | <b>7,276,911</b> |



**City of Coburg**  
**Budgetary Compliance**  
**FY 2027**  
**Resolution 2026-16**  
**As of 08/31/2026**  
**16.67% Target**

|                                | ACTUAL         | ADOPTED<br>BUDGET | % BUDGET to<br>ACTUAL | BALANCE          |
|--------------------------------|----------------|-------------------|-----------------------|------------------|
| <b>General Fund</b>            |                |                   |                       |                  |
| Administration Department      | 116,400        | 497,270           | 23%                   | 380,870          |
| Facility Management Department | 10,916         | 126,000           | 9%                    | 115,084          |
| Planning Department            | 17,582         | 139,370           | 13%                   | 121,788          |
| Police Department              | 130,877        | 802,470           | 16%                   | 671,593          |
| Municipal Court                | 31,157         | 187,110           | 17%                   | 155,953          |
| Economic Development           | 18,747         | 44,000            | 43%                   | 25,253           |
| Parks (Public Works)           | 15,707         | 139,800           | 11%                   | 124,093          |
| Debt Service                   | -              | 28,350            | 0%                    | 28,350           |
| Contingency                    | -              | 50,000            |                       | 50,000           |
| <b>Total General Fund</b>      | <b>341,387</b> | <b>2,014,370</b>  | <b>17%</b>            | <b>1,672,983</b> |

|                           |                |                  |           |                |
|---------------------------|----------------|------------------|-----------|----------------|
| <b>Street Fund</b>        |                |                  |           |                |
| Administration Department | 17,637         | 133,820          | 0%        | 116,183        |
| Public Works Department   | 36,025         | 343,620          | 10%       | 307,595        |
| Capital                   | 1,294          | 385,000          | 0%        | 383,706        |
| Transfer Out              | 5,000          | 30,000           | 17%       | 25,000         |
| Debt Service              | 114,400        | 114,401          | 100%      | 1              |
| Contingency               | -              | 50,000           | 0%        | 50,000         |
| <b>Total Street Fund</b>  | <b>174,356</b> | <b>1,056,841</b> | <b>0%</b> | <b>882,485</b> |

|                           |                |                  |            |                  |
|---------------------------|----------------|------------------|------------|------------------|
| <b>Water Fund</b>         |                |                  |            |                  |
| Administration Department | 24,219         | 156,340          | 15%        | 132,121          |
| Public Works Department   | 63,529         | 319,670          | 20%        | 256,141          |
| Capital                   | 77,656         | 1,005,000        | 8%         | 927,344          |
| Transfer Out              | 11,667         | 70,000           | 17%        | 58,333           |
| Debt Service              | -              | -                | 0%         | -                |
| Contingency               | -              | 200,000          |            | 200,000          |
| <b>Total Water Fund</b>   | <b>177,071</b> | <b>1,751,010</b> | <b>10%</b> | <b>1,573,939</b> |



**City of Coburg**  
**Budgetary Compliance**  
**FY 2027**  
**Resolution 2026-16**  
**As of 08/31/2026**  
**16.67% Target**

|                              | ACTUAL           | ADOPTED<br>BUDGET | % BUDGET to<br>ACTUAL | BALANCE          |
|------------------------------|------------------|-------------------|-----------------------|------------------|
| <b>Wastewater Fund</b>       |                  |                   |                       |                  |
| Administration Department    | 24,744           | 156,340           | 16%                   | 131,596          |
| Public Works Department      | 80,961           | 528,260           | 15%                   | 447,299          |
| Capital                      | -                | 10,000            | 0%                    | 10,000           |
| Transfer Out                 | 11,667           | 70,000            | 17%                   | 58,333           |
| Debt Service                 | 332,936          | 898,433           | 37%                   | 565,497          |
| Contingency                  | -                | 200,000           |                       | 200,000          |
| <b>Total Wastewater Fund</b> | <b>450,307</b>   | <b>1,863,033</b>  | <b>24%</b>            | <b>1,412,726</b> |
| <b>Total Appropriations</b>  | <b>1,143,120</b> | <b>6,685,254</b>  | <b>17%</b>            | <b>5,542,134</b> |



# POLICE DEPARTMENT QUARTERLY REPORT

October 13, 2026

## Coburg Police Department Highlights July – September 2026

### Coburg Police Department Updates

In the third quarter of 2026, the Coburg Police Department has been working to update the technology utilized to provide Coburg with high quality and efficient law enforcement services. Mobile, field durable laptops have been purchased for use in our patrol vehicles. Commonly referred to as MDC's (mobile data computers), these devices provide officers with immediate, in-vehicle access to Lane County Dispatch data for emergent suspect background information, partner agency officer location/response and other officer safety information when dealing with possibly dangerous suspects. The MDC's also increase efficiency in report writing, issuance of citations and other work that otherwise was required to be completed in the office.

Officers will be able to view the Computer Aided Dispatch (CAD) as information is being entered by the dispatchers of the Lane County Sheriff's Office in real time. Other abilities of the MDC's include the ability to run license plates from the patrol car, check subjects for wants/warrants, communicate with dispatch, and also the computers feature a mapping program which will route officers to their assigned call, similar to a GPS system in modern vehicles. This continues the regional partnership with Lane County Sheriff's Office and provides Coburg officers with the same tool sets currently in use by our partner agencies, bringing consistency and inter-operability to our local operations.

Upgrades are also underway for the hardware and software utilized to manage the property and evidence program. This system is utilized to log, track and properly release/dispose of the consistent flow of articles of evidence associated with stops, arrests and investigations. The updates provide current and best practice level of standard equivalent with partner agencies.

### Quarterly Trends

- **Traffic Safety** – As most of the third quarter takes place in the summer months, travelers are more prevalent in our city. This is seen by an influx of vehicle and pedestrian traffic on the city streets and sidewalks. To help combat the number of traffic accidents, speeding vehicles and reckless driving, the Coburg Police Department has applied for, and has been awarded a grant for Traffic Enforcement overtime which is distributed annually by Oregon Impact, a division of the Oregon Department of Transportation. This year will mark the seventh consecutive year that these grants have been awarded to the Coburg Police Department. The 2026-2027 grant has been disseminated in the amount of \$2,000 dedicated to speed enforcement, \$1,000 to DUII and \$1,000 to pedestrian safety.
- **Community Events** – The Coburg Police Department is extremely active in the summer months and regularly participates in community events. This year you may have seen us at one of the following events:
  - Coburg Car Classic
  - Coburg Antique Fair
  - Coburg Concerts In the Park

- Chief's Car Show
- Harrisburg 4th of July Parade/Fireworks Show
- Harrisburg National Night Out
- Harrisburg Harvest Festival
- University of Oregon Football Games
- Lane County Fair

We also look forward to seeing you at the following events in the near future:

- National Drug Take-Back
- Coburg Community Charter School "Trunk-R-Treat"
- The Annual "Shop With a Cop" Holiday Event

## Police Statistics for Quarter Ended September 30<sup>th</sup>, 2026

***Coburg Police Department stats are divided into the following seven categories.***

**1. Traffic/person stops**

Traffic stops, person stops, truck inspections,

**2. Patrol/business checks**

**3. Person Crimes/calls for service**

Assaults, rape, sex abuse, all other sex crimes, subject down, fight, menacing, all domestic violence crimes, welfare checks, harassment, runaways, suicidal subject, deceased subject, peace officer hold (POH Mental hold) etc.

**4. Property crimes/calls for service**

Theft, unlawful use of a motor vehicle, unlawful entry into a motor vehicle, alarms, criminal mischief, motor vehicle accident, fraud, criminal trespassing etc.

**5. Society crimes/calls for service**

DUII, reckless driving, unlawful possession of a controlled substance, disorderly conduct, illegal camping, assist public, all dog and animal issues, suspicious vehicle, speeding vehicle, suspicious conditions, abandoned vehicle, traffic hazard, ATL drunk driver, disabled vehicle, city ordinance violations, prowler, etc.

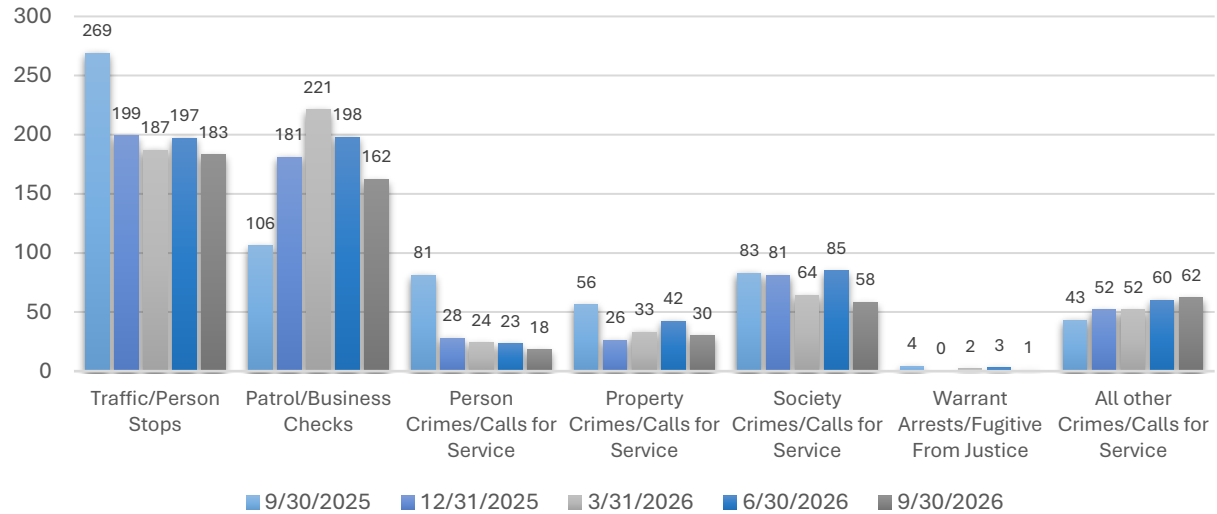
**6. Warrant arrests/fugitive from Justice**

**7. All other crimes/calls for service**

Citizen contact, assist other agency LCSO, OSP, Coburg Fire Department, follow up investigation, vin inspections, training, court, special assignment, stop sign down, etc.

|                                              |     |                                                 |    |
|----------------------------------------------|-----|-------------------------------------------------|----|
| <b>(1) Traffic/Person stops</b>              | 183 | <b>(5) Society crimes/calls for service</b>     | 58 |
| <b>(2) Patrol/Business checks</b>            | 162 | <b>(6) Warrant arrest/fugitive from justice</b> | 1  |
| <b>(3) Person crimes/calls for service</b>   | 18  | <b>(7) All other crimes/calls for service</b>   | 62 |
| <b>(4) Property crimes/calls for service</b> | 30  |                                                 |    |

## Police Activity Stats



## Total Calls for Service by Quarter

| 9/30/2025 | 12/31/2025 | 3/31/2026 | 6/30/2026 | 9/30/2026 |
|-----------|------------|-----------|-----------|-----------|
| 642       | 567        | 583       | 608       | 514       |

Below is a list of and type of calls for service for Coburg Police Department July 1, 2026 – September 30, 2026

Attempt to locate

Violation of city ordinance

Traffic hazard

Alarm

Screaming

Dispute

Subpoena service

Warrant service

Welfare check

Business Check

Dispute

Disorderly subject

Traffic stop

Public assist

Warrant arrest

Prisoner Transport

VIN inspection

Motor Vehicle Accident

Subject down

Citizen contact

Dispute

Warrant Arrest

Training

Follow up

Assist Fire Department

VIN Inspection

Suspicious conditions

Suspicious vehicle

Harassment

Burglary

Fire alarm

Follow up investigation

Police Officer Hold (Mental Hold)

Assist outside agency

Disabled Vehicle

Mental subject

Subject down

Harassment

Court

Physical Harassment

Fraud

Unlawful Entry into vehicle

Sex Abuse

interference with police

Attempt to locate drunk driver

Criminal mischief

Suicidal subject

## **RESOLUTION 2026-13**

### **A RESOLUTION TO DEVELOP A STRATEGY AND TIMELINE FOR COUNCIL CONSIDERATION OF A LOCAL OPTIONS LEVY**

**WHEREAS** the Coburg City Council convened a Revenue Options Sub-Committee in September of 2024 to review all current and potential revenues associated with the City's Utility Funds, the General Fund and other miscellaneous revenues available for consideration.

**WHEREAS** the Revenue Options Sub-Committee presented recommendations to Council in three distinct phases: 1) Utility rate recommendations 2) General Fund revenue options 3) Long Range revenue options.

**WHEREAS** each phase of recommendations were presented to Council and resulting actions taken to implement those recommendations to address revenue concerns in each of the City's four operating Funds.

**WHEREAS** the Long Range revenue options contained a set of recommendations presented to Council at its December 9, 2025 Council Meeting featuring a recommendation to pursue a Public Safety Support Fee in lieu of pursuing a Local Options Levy to support public safety funding within the City's General Fund.

**WHEREAS** the Council unanimously approved the recommendations of the Revenue Sub-committee and subsequently approved the creation of a Public Safety Support Fee at its April, 14, 2026 Council meeting.

**WHEREAS** the Council approved a motion at its meeting of April 14, 2026 to direct staff to prepare a resolution for the development of a process and plan to pursue the placement of a Local Options Levy on a future election cycle.

#### **THE CITY OF COBURG RESOLVES AS FOLLOWS:**

**SECTION 1.** The Coburg City Council hereby commits to the development of a Local Options Levy Strategy and Timeline to guide final Council decision making on the placement of a Levy on a future election.

**SECTION 2.** This Resolution serves as Council direction to staff to prioritize the development of this strategy and timeline.

SECTION 3. Council directs the Mayor and City Administrator to place a reoccurring agenda item on all future Council meetings for the development, discussion and consideration of the Local Options Levy Strategy and Timeline.

SECTION 4. This Resolution is effective upon adoption.

**Adopted** by the **City Council** of the **City of Coburg**, Oregon, by a vote of 5 for and 0 against, this 12<sup>th</sup> day of May, 2026.

  
Cathy Engebretson, Council President

ATTEST:

  
Sammy L. Egbert, City Recorder



# ADMINISTRATION REPORT

This report is intended to provide Council with an overview of current activities, project status updates and previews of select upcoming issues and activities of council and staff.

## FEATURED ITEMS

October 2026

### 1. Fall 2026 “Leave the Leaves” and Leaf Pick-up Program

Fall brings the much anticipated visual of yellow, gold, orange and red colors of the leaves finishing up their season. This also marks the beginnings of the “leaf management season” for City staff and residents alike. Residents will see more activity from both the City and County street sweepers on roadways picking up leaves to keep storm water collection systems fully operational as the winter rains approach. The City will also kick off the leaf pick up program that begins in November and carries on through December.

While leaves picked up by the City are put to good use at City facilities as ground cover and weed control, residents and businesses are encouraged to maximize the environmental value of leaves by participating in the “Leave the Leaves” program. With support from the Mayor, Council and the Parks and Tree Committee, staff has developed educational resources available on the City website and social media on the role leaves play in benefitting your own yard’s ecosystem that you may or may not know exists throughout the winter months.

Visit [www.coburgoregon.gov/publicworks/page/leave-leaves](http://www.coburgoregon.gov/publicworks/page/leave-leaves) and check the City’s Facebook posts for more information on both the Leave the Leaves program and the Leaf Collection Program and Schedule.

### 2. Pedestrian Safety Campaign & Walktober

The City is again partnering with LCOG for Walktober to promote a variety of pedestrian walking/biking safety information and participation opportunities. The goal of Walktober is to inspire people to get out and explore their community on foot as a reminder of the fun and value that walking provides. Studies show walking improves both mental and physical well-being, strengthens connections to the places we live, work and play. For some, it can also replace certain vehicle trips, reducing traffic congestion, emissions and parking needs.

Information, stickers, reusable grocery bags and other Walktober “swag” is available at City Hall and more information on participation options locally and around Lane County is available at [www.wewalklane.org](http://www.wewalklane.org).

### 3. Street Improvement Projects

In addition to the recently announced grant award for street reconstruction/paving of S Skinner from Pearl Street to Dixon St slated for construction in the spring of 2027, City staff have been working on bids and contractor selection for several smaller street dig-out and replacement paving projects. Locations are selected utilizing the City’s Pavement Management System analysis from 2017-19 that prioritized repairs or replacements based on pavement and sub-surface conditions. City staff is excited to continue to leverage the investment provided by the community from the Transportation Utility Fee approved in 2021 to improve the local road surfaces and drainage systems throughout the community and continues to seek external grant funding where possible to accelerate project completions.



## CURRENT PROJECTS AND CONTRACTS

| Project Type | Description                           | Est Cost      | Complete Date |
|--------------|---------------------------------------|---------------|---------------|
| Water        | Well #3 – Wellhouse, treatment, SCADA | \$1,334,000   | Oct 2026      |
| Water        | Stallings Transmission Line           | \$420,000     | Oct 2026      |
| Streets      | Major Maintenance Contract            | \$50-\$75,000 | November 2026 |
| Parks        | New Park Pre-Development Work         | \$20,000      | Jan/Feb 2027  |
| Parks        | Parks System Landscape Maintenance    | \$24,000      | December 2026 |
| Streets      | Right-of-way Vegetation Maintenance   | \$4,900       | October 2026  |

| Citizen Inquiries                                           | Submit Date | Status                        |
|-------------------------------------------------------------|-------------|-------------------------------|
| Light/Glare – From Roberts Rd affecting Residential         | 11/25/24    | Active                        |
| Traffic/Ped Safety – Mill St/Diamond St                     | 4/16/26     | Active – Data/Study           |
| Traffic Safety – Christian St (inadequate dead end signage) | 4/20/26     | Active – Lane County coord    |
| Nuisance Property – Skinner St (Weeds, trash, misc.)        | 4/29/26     | Active – In progress          |
| Vegetation/Weeds – Various locations                        | 5/11/26     | Complete (two remaining)      |
| Camping/Parking Concern                                     | 5/22/26     | Resolved                      |
| Drinking Fountain – Norma Pheiffer Park                     | 5/26/26     | In review – Parks Committee   |
| Noxious Vegetation non-compliance(s)                        | 5/30/26     | Closed – In Compliance        |
| Fireworks Concerns                                          | 6/4/26      | Closed – No regulations       |
| Douglas Fir Health                                          | 6/4/26      | Active – Assess Health        |
| Noxious Vegetation non-compliance                           | 6/20/26     | Closed – In Compliance        |
| Vegetation/Blackberries                                     | 7/7/26      | Closed – In Compliance        |
| Potholes on Mill/McKenzie/N Coleman                         | 9/3/26      | Closed – Contacted            |
| Blackberries – 91131 N Spores                               | 9/14/26     | Active – Spoke with resident  |
| Sidewalk/Tripping Hazard by coffee shop                     | 9/14/26     | Closed – Will mark/talk to LC |
| Pearl/Miller palm trees blocking view of traffic            | 9/25/26     | Active                        |
| Multiple parked vehicles on S Miller (right of way impacts) | 9/25/26     | Active                        |

## DEPARTMENT ACTIVITY AND STATISTICS

Staff maintains various activity, work order and case log type records that are utilized for required reporting to other agencies and/or for day-to-day oversight and management of their operations. Some data comes from third party systems and not always in a format that is easily summarized or customized.

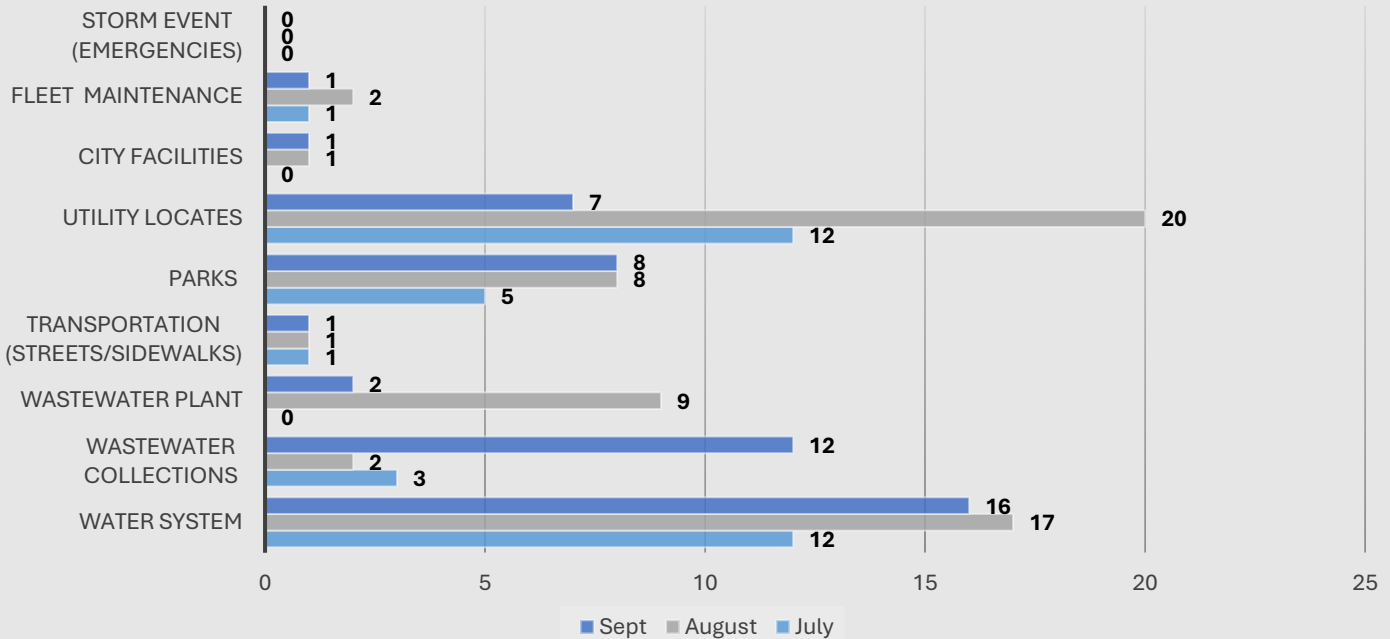
### PUBLIC WORKS



# 48

WORK ORDERS  
IN AUGUST

### Work Orders - Three Month Trend



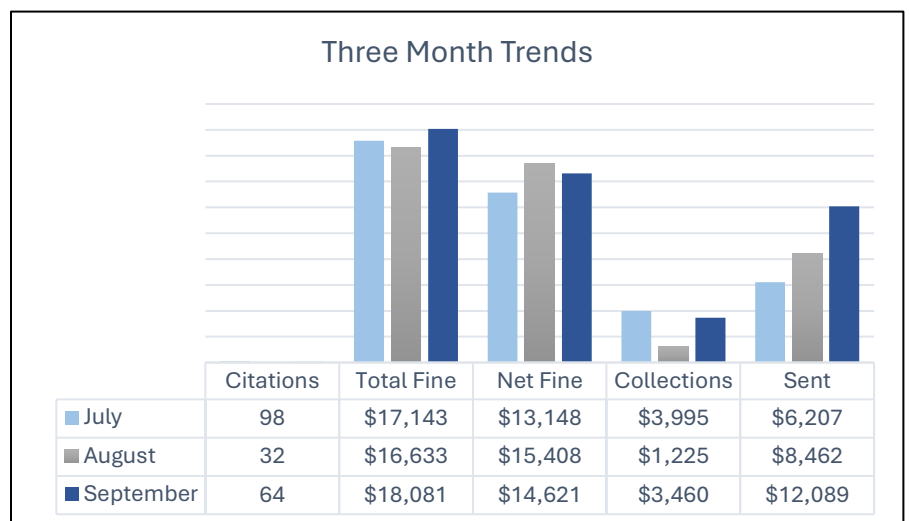
# ADMINISTRATION REPORT

## MUNICIPAL COURT



### Other Information:

- October Court Date: October 6, 2026 Regular Court Session
- All Court Sessions have been scheduled for the rest of the FY:
  - November 3, 2026
  - December 1, 2026
  - January 5, 2027
  - February 2, 2027
  - March 2, 2027
  - April 6, 2027
  - May 4, 2027
  - June 1, 2027
- Court Administrator will be attending the OACA Court Conference October 11-13<sup>th</sup>, 2026



Comparisons should only be considered when viewing the year-to-date amounts as court dates are not consistently held on the same dates each month, nor is there consistent cases presented to the court.

## PLANNING



9

PERMITS  
ISSUED

- Attended various regional transportation meetings including Transportation Planning Committee and the Technical Advisory Sub Committee (to MPC). CLMPO is kicking off an update to the region's Transportation Safety Action Plan (TSAP) over the next year and staff will participate in that technical advisory committee.
- Met with UO fall term student consultant team for upcoming public facilities project.
- Housing Capacity Analysis continues to progress. At the second TAC meeting held in September, the initial results and methodology of the residential buildable lands inventory were reviewed. A joint work session with Planning Commission and City Council covering the HCA is scheduled for October 27th.



## POLICE

### **MULTIPLE OFFICER RESPONSE: 5**

- Officers responded to a request for backup from Oregon State Police at mile post 204 on I-5 **ARREST**
- Officers responded to a report of a trespass at Serenity Lane **RESOLVED**
- An Officer responded to S. Willamette Street to assist an outside agency **ASSIST**
- Officers responded to a report of disorderly subjects at the Coburg Antique Fair **PATROL CHECK**
- Officers responded to a disorderly subject at Serenity Lane **POLICE OFFICER'S HOLD**

### **SINGLE OFFICER RESPONSE: 31**

- An Officer responded to report of a loud noise complaint on E. Mill **PATROL CHECK**
- An Officer responded to a citizen's request for questions about traffic at the Coburg Charter School and the possibility of having a crossing guard **CITIZEN'S CONTACT**
- An Officer responded to request for a welfare check at Premier RV **WELFARE CHECK**
- An Officer responded to report of suspicious conditions at Premier RV **PATROL CHECK**
- An Officer responded to a report of a dispute at Premier RV **REPORT**
- An Officer responded to a report of a restraining order violation on N. Coleman **REPORT**
- An Officer responded to a report of an alarm activation on Robets Rd. **PATROL CHECK**
- An Officer responded to a report suspicious condition on S. Stuart Way **PATROL CHECK**
- An Officer responded to a dispute on S. Coburg Industrial Way **ADVISED**
- An Officer responded to a report of reckless driving on E. Pearl Street **GONE ON ARRIVAL**
- An Officer responded to a report of a burglary on S. Willamette St. **REPORT**
- An Officer responded to a report of found contraband on N. Coburg Industrial Way **INFORMATION**
- An Officer responded to a request for citizens' contact at city hall **INFORMATION**
- An Officer responded to a report of a theft at Serenity Lane **REPORT**
- An Officer responded to Roberts Rd. regarding a request for a VIN Inspection **VIN INSPECTION**
- An Officer responded to a report of reckless driving on I-5 **UNABLE TO LOCATE**
- An Officer responded to a report of a vehicle stolen from Premier RV **REPORT**
- An Officer responded to an alarm activation on Roberts Ct. **PATROL CHECK**
- An Officer responded to a report of a possible intoxicated driver on N. Skinner St. **WELFARE CHECK**
- An Officer responded to a special assignment at the Coburg Charter School **SPECIAL ASSIGNMENT**
- An Officer responded to a report of a dispute on W. Dixon Street **WELFARE CHECK**
- An Officer responded to a report of an alarm activation on Roberts Rd. **PATROL CHECK**
- An Officer responded to a report of a suspicious vehicle on Sarah Ln. **ADVISED**
- An Officer responded to a report of a disorderly subject on S. Industrial Way. **WELFARE CHECK**
- An Officer responded to a report of a dog at large on N. Willamette St. **UNABLE TO LOCATE**
- An Officer responded to a VIN Inspection on Roberts Rd. **VIN INSPECTION**
- An Officer responded to a report of a Harassment at Premier RV Park **RESOLVED**



- |                                                                                    |                         |
|------------------------------------------------------------------------------------|-------------------------|
| • An Officer responded to a report of a Hit and Run at the TA Truck Stop           | <b>REPORT</b>           |
| • An Officer responded to Premier RV to assist an outside agency                   | <b>ASSIST</b>           |
| • An Officer responded to a report of a welfare check at the TA Truck Stop         | <b>INFORMATION</b>      |
| • An Officer responded to a report of reckless driving on S. Coburg Industrial Way | <b>UNABLE TO LOCATE</b> |

**Traffic stops 53**

**Patrol Checks = 40**

**Total Activities = 134**

### **OTHER ACTIVITIES:**

- Officer Wilson provided a ride home for an auction winner of an annual auction raffled off to benefit the Coburg Charter School
- CPD Officers worked bailiff duties at Coburg Municipal Court and Harrisburg Municipal Court
- CPD participated in the Coburg Antique Fair held at Norma Pfeiffer Park
- CPD Reserve Sgt. Larson conducted “I Love You Guys” training at the Coburg Charter School
- CPD officers work bailiff duties at Harrisburg Municipal Court
- CPD Reserve Officer Woods assisted with security at Autzen Stadium at home University of Oregon football games
- CPD provided traffic control to honor the veterans participating in the “Honor Flight” as they were bused through Coburg

### **UPCOMING EVENTS:**

- CPD officers will be conducting training at CPD facilitated by an instructor with the Oakridge Police Department to upgrade to Taser 7.
- CPD will continue to help the Sheriff’s Department with parking at the U of O football games
- CPD will participate in the Drug Take Back program on October 24<sup>th</sup>
- CPD will participate with the annual “Trunk or Treat” held at the Coburg Charter School
- CPD is awaiting the upfit of new laptop computers for full-time officer’s patrol car