



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 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.

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.



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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.

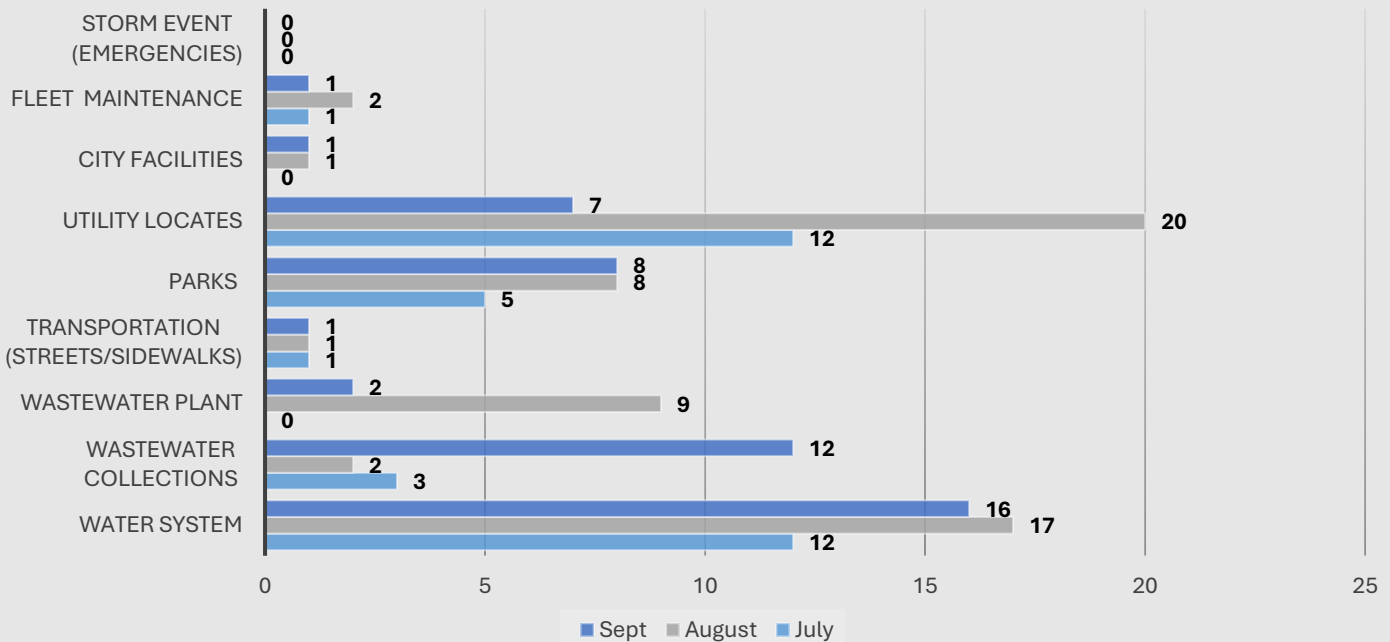
PUBLIC WORKS



48

WORK ORDERS
IN AUGUST

Work Orders - Three Month Trend





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MUNICIPAL COURT

64

NEW CITATIONS
for Sept. 1st Court

**\$
18,081**

TOTAL FINES
(total monies collected)

**\$
14,621**

NET FINES
(not including collections)

**\$
3,460**

TOTAL COLLECTION
REVENUE

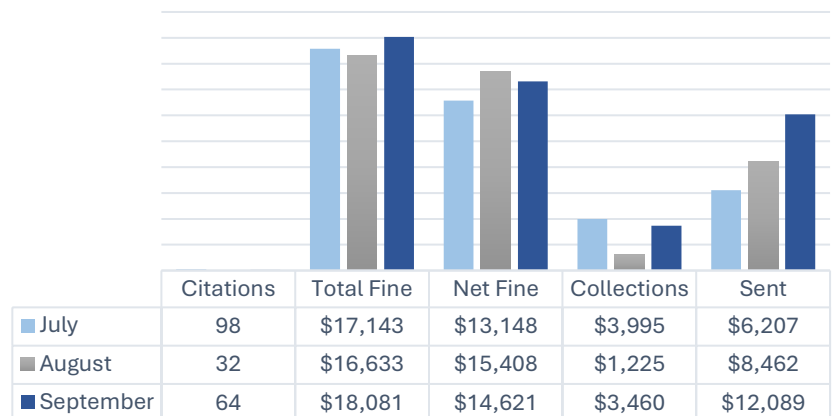
**\$
12,089**

TURNED OVER TO
COLLECTIONS

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 11-13th, 2026

Three Month Trends



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.



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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**



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

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 24th
- 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