



MINUTES

Coburg City Council Work Session

May 26, 2026 at 6:00 PM

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Mayor; Nancy Bell, Cathy Engebretson, John Lehmann, Donnie Myers, Claire Smith, Jaymason Bouwman

MEMBERS ABSENT: Alan Wells

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

TRANSCRIBED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

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

ROLL CALL

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

WORK SESSION DISCUSSION ITEMS

1. Water Management and Conservation Plan Presentation

Mr. Hanks presented the City's Water Management and Conservation Plan, a state-required planning document that must be updated every five years. The plan focuses on water system operations, regulatory compliance, conservation, and water loss identification and reduction strategies.

Hanks mentioned that most systems have about 8-15% water loss, depending on many variables. Coburg's current water loss is on the higher side at approximately 18%, improved from levels above 20% in previous years. The City is continuing to work on lowering that number with the target being about 12%.

Council discussed conservation education efforts, particularly seasonal messaging aimed at reducing peak summer water demand. They also discussed the challenges associated with aging infrastructure, leak detection, meter accuracy, and system pressure management.

Mr. Hanks and Harmon noted that residential customers account for approximately 51% of metered water use, commercial and industrial customers approximately 46%, and governmental use is approximately 3%. They also talked about meter sizes, testing timeframes, and replacement costs.

Staff answered questions from council. The plan is undergoing final review and will return to Council for formal action at the July 7th Council meeting.

2. Local Option Levy Timeline and Strategy

Mr. Hanks reviewed the provided memo, continuing the discussion regarding the future of a potential local option levy. Hanks reviewed the approved resolution and its components, and some notes following the May 12th City Council meeting. Included in the memo were some questions and discussion points to help guide council’s discussion.

Mayor Bell voiced her concerns about the timing and trying to push it too quickly with their meeting schedule and the current economic state. Ms. Smith was also concerned about the time and money it would take to put a levy on the ballot, and whether that would be the best use of it at this point in time. Several councilors expressed support for maintaining the current \$20 Public Safety Support Fee while taking additional time to evaluate future revenue needs and funding alternatives.

Council members emphasized the importance of deliberate planning rather than rushing a ballot measure, improved communication with residents, providing clear information about service levels, costs, and funding options and ensuring residents have meaningful opportunities to participate in future discussions.

They also discussed the possibility of exploring Lane County Sheriff’s Office contract options for comparison with current police services. Mr. Hanks noted that additional information would be gathered regarding service levels, costs, and availability of future contracts.

Council agreed to continue studying the local option levy and maintain the topic as a recurring agenda item, however, to focus on taking the necessary time to work on it and not rush the item, as well as communicating the process well with the community. Staff will continue to bring back information as it becomes available. Council mentioned creating a centralized information resource for council and public use regarding this topic.

Ms. Bell briefly discussed a League of Oregon Cities virtual land use planning workshop scheduled for June 24 and the possibility of coordinating participation for interested council members.

ADJOURNMENT

Mayor Bell adjourned the meeting at 8:00 pm.

APPROVED by the City of Coburg City Council on this 9th day of June, 2026.

Nancy Bell, Mayor of Coburg

ATTEST: _____
Sammy L. Egbert, City Recorder