



ADMINISTRATOR'S 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

April 2026

1. Coleman Street Collector Project – Phase I

The Coleman Street Collector Project is a multi-phase road and sidewalk construction project utilizing both state and federal grant funds received by the City from the Metropolitan Planning Organization (MPO) of which Coburg is a member (Eugene, Springfield and Coburg)

The sharp escalation of construction costs over the past four to five years resulted in a Council decision to break the project up into phases to ensure that only regional funds were utilized and to reserve local street funds for repairs/upgrades to a number of the neighborhood streets in Coburg. Project details include:

- N Coleman Street road surface replacement between Pearl and McKenzie Streets
- Marked Sidewalk installation on the west side of N Coleman Street (Pearl to McKenzie)
- ADA Ramp/Intersection improvements on both sides of Coleman at Pearl Street
- ADA improvements to Lane Transit District transit stops at Coleman/Pearl
- Stormwater swales and infiltration system installation (Pearl to McKenzie)
- McKenzie St road surface improvements west of McKenzie/N Coleman intersection
- Driveway aprons and paved, dedicated parking spaces on N Coleman

Council approved the bid award to AB Utilities in March. After 3-4 weeks of pre-project work by NW Natural Gas to relocate gas lines, active project construction began April 6th and will continue through June of 2026 with a general schedule of:

- April – Pearl Street bus stops, concrete curbing, sidewalks, intersection ADA ramps and driveway apron excavation, forming, pouring
- May – Stormwater facilities, excavation, prep and paving of road surface and parking bays
- June – Landscaping, striping, signage, final inspections, project sign off

The project page on the City website contains more project information, links to maps and neighbor updates <https://www.coburgoregon.gov/publicworks/page/coleman-street-collector-project>

2. Pioneer Valley Estates – Water Distribution Project Funding Update

City staff, with support and assistance from Mayor Bell, recently submitted the Pioneer Valley Estates (PVE) water distribution system replacement project for federal funding through Representative Hoyle's Office as part of the Congressionally Directed Spending federal appropriations process. This is the third time submitting this project for this federal funding opportunity. Mayor Bell and staff have received positive feedback from Rep Hoyle's staff that the project may move forward in the process towards ultimate funding.

City staff has provided the required documentation, project budget and letters of support and await further direction or request for additional information as the funding process moves forward. Staff will update Council if/when any formal actions or decisions on the funding request is received.



4. Arbor Day & Mayor's Monarch Butterfly Pledge

With support from the City's Park & Tree Advisory Committee, Mayor Bell recently signed a pledge to support habitat preservation and creation of monarch habitat in our parks and public open spaces. The pledge also encompasses general education for the community in ways that can help reverse the significant reduction in population of the monarch butterfly and of pollinators in general.

As part of the annual Arbor Day recognition and tree planting, City staff is again coordinating with the Coburg Community Charter School to plant trees and will also again plant native species that make a positive contribution to habitat for monarchs and pollinators. Tree plantings are scheduled for April 23rd at the parkrow on Van Duyn between Coburg Commons and the Countryside Church as well as in the bioswale on Bruce and Abbey.

3. Citizen's Budget Committee Meetings – FY27 Budget

The City's annual budget review and approval process kicks off next Tuesday, **April 21, 2026** with the FY27 Proposed Budget Presentation, overview of all funds and a detailed review of the General Fund. The second scheduled Budget Committee meeting is **May 5, 2026** with detailed reviews of the Street Fund, Water Fund and Wastewater Fund. The City's Urban Renewal Agency Budget will also be reviewed as part of this annual process.

All meetings are held at the Ray Smith Council Chambers at City Hall and begin at 6:00 PM.

CURRENT PROJECTS AND CONTRACTS

Project Type	Description	Est Cost	Complete Date
Water	Well #3 – Wellhouse, treatment, SCADA	\$1,334,000	July 2026
Water	Stallings Transmission Line	\$1,000,000	TBD
Streets	Collector St Project (Coleman Phase I)	\$600,000 \$ (MPO Grant)	July 2026
Water	Water Conservation & Management Plan	\$50,000	May 2026
Streets	Major Maintenance (large segment paving)	\$60,000	August 2026
Streets	Misc Storm Drain Infiltration Enhancements	\$10,000 (plus PW staff)	Sept 2026

Citizen Inquiries	Submit Date	Status
Industrial noise – Shane Ct	6/21/24	Active - Ongoing
Light/Glare – From Roberts Rd affecting Residential	11/25/24	Active
Vintage St Bioswale – Unauthorized activities	9/26/25	Resolved – Reactivated
Stormwater not draining – McKenzie/Abby/Austin	1/5/26	Active – CIP item FY26/27
Pavement condition (pot holes) – McKenzie St	2/23/2026	Active – CIP item FY26
Light/Glare – Van Duyn & Harrison	3/23/26	Active – PacPower to reduce

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

Water System:

Leak repairs on Roberts Road and Pioneer Valley Estates

Wastewater System:

Alarm alerts follow up investigations and resolution

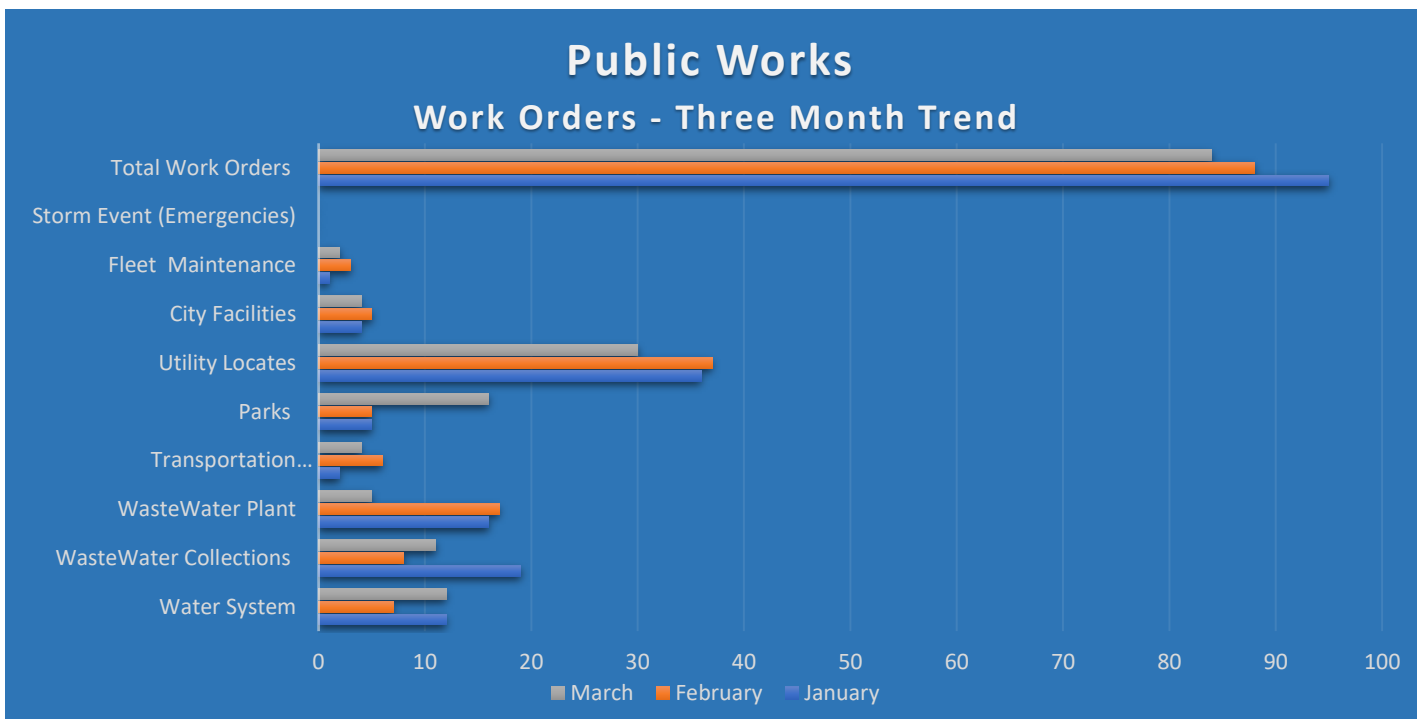
Streets/Storm Drains:

Storm basin cleanout and street sweeping in preparation and subsequent to high precipitation days

Facilities:

City Hall – Exterior parking lot + landscape maintenance. Interior cleaning, repair/maintenance

Work Order Type	January	February	March
Water System	12	7	12
WasteWater Collections	19	8	11
WasteWater Plant	16	17	5
Transportation (Streets/Sidewalks)	2	6	4
Parks	5	5	16
Utility Locates	36	37	30
City Facilities	4	5	4
Fleet Maintenance	1	3	2
Storm Event (Emergencies)	0	0	0
TOTALS	95	88	84



Citations (Crimes and Violations)

- New Citations for March 3, 2026 Court Date: 36

March 2026 Receipts Including Collections,

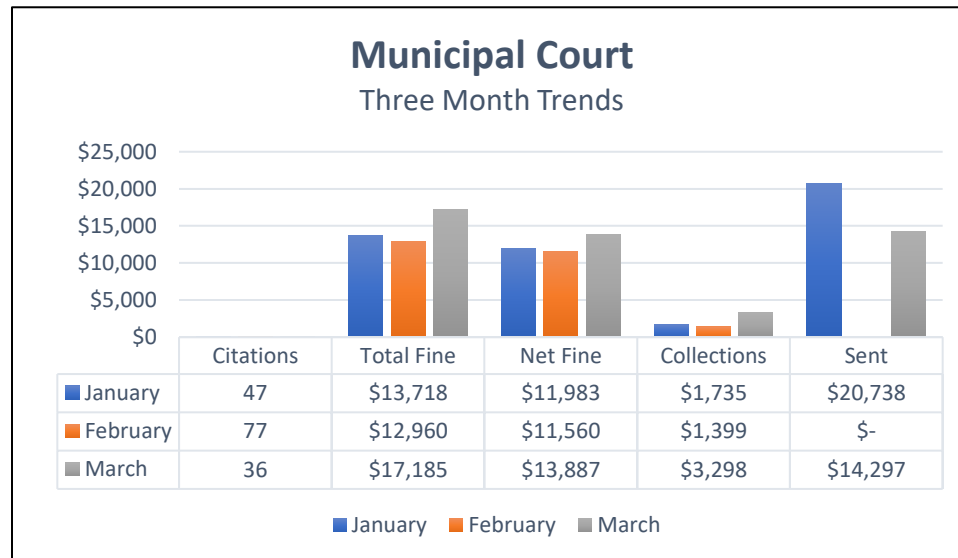
- **Total Fines:** \$17,184.55 (total monies taken in for the month, nothing deducted), compared to \$ 17,026.59 in March of 2025
- **Net Fines:** \$13,887.00 (City share only, NOT including collections), compared to \$14,668.00 in March of 2025

March 2026 Professional Credit Service Collections:

- **Total Collection Revenue:** \$ 3,297.55 compared to \$2,358.59 in March of 2025
- **Turned over to collection:** \$14,297.05 compared to \$4,660.00 in March of 2025

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.

Other Information: Next Court session scheduled for April 7, 2026



Planning

- Issued seven Structural/Plumbing/Mechanical/Electrical permits in March
- Attended various regional transportation meetings including MPC, TASC, TPC & Safe Lane Transportation Coalition
- Issued tentative approval for a pending partition application on N. Coleman St. (SUB 01-26)
- Provided site visit tour to LCOG consultant, Zoli, who is leading the Housing Capacity Analysis (HCA) project and reviewed IGA for the project
- Attended open forums and webinars presented by DLCD's Housing Accountability and Production Office (HAPO) and OAPA
- Met with spring term Real World class (now called Local Solutions Studio), gave site visit tour and reviewed workplan for their project conducting community engagement on current use and opinions of the Loop Path

MULTIPLE OFFICER RESPONSE:

- Officers responded on Serenity Lane for an illicit drug retention from the facility's safe **Drug Retention**
- An Officer and a Deputy responded to a disturbance at Kamping World on S. Stuart **Resolved/No Crime**
- An Officer responded to assist a Junction City PD unit on a restraining order arrest **Assist**
- Officers responded to a parking issue on Roberts Rd. cul-de-sac **Resolved**
- Officers responded to Serenity Lane for a subject with a warrant **Warrant Arrest**
- Officers responded to a report of a disorderly subject on N. Diamond St. **Resolved**

SINGLE OFFICER RESPONSE:

- Officer responded to a report of a Burglary on Roberts Rd. **Information/No Crime**
- Officer responded to a report of a suspicious subject on N. Diamond Street **Gone On Arrival**
- Officer responded to a parking issue on Roberts Rd. in cul-de-sac **Resolved**
- Officer responded to a report of an alarm at Herc Rentals **Unfounded**
- Officer responded to a report of an alarm at the TA Truck Stop **Septic Flow Alarm**
- Officer responded to a suspicious vehicle on Roberts Rd. license plates were switched **Plates Seized**
- Officer responded to conduct a follow-up investigation at C2 Utilities **Follow-Up**
- Officer responded to an alarm at Coburg North Industrial Park **Unfounded**
- Officer responded to a report of an alarm at Freightliner Northwest on Roberts Rd. **Unfounded**
- Officer responded to a follow-up investigation at City Hall **Follow-Up**
- Officer responded to a suspicious vehicle on Roberts Rd. **Resolved**
- Officer responded to a report of illegal camping on Roberts Rd. **Patrol Check**
- Officer responded to a report of an illegally parked vehicle on Roberts Rd. **Resolved**
- Officer responded to City Hall for a citizens contact **Information**
- Officer responded to an address on E. Mill St. for a follow-up investigation **Follow-Up**
- Officer responded to a report of illegal dumping in the cul-de-sac on Roberts Rd. **Resolved**
- Officer responded to a report of criminal mischief at 33100 E. Van Duyn **Report**
- Officer responded to a report of loud noise at Premier RV Park **Patrol Check**
- Officer responded to a report of suspicious circumstances at the Coburg Fire Department **Assist**
- Officer responded to a report of a disabled vehicle on Roberts Rd. **Resolved**
- Officer responded to a report of a trailer stolen from industrial shops on Roberts Rd. **Report**
- Officer responded to a report of reckless driving on E. Locust St. **Unable To Locate**
- Officer responded to a report of a suspicious vehicle on Roberts Rd. **Gone On Arrival**
- Officer responded to a report of a Sex Abuse that occurred in Kamping World **Report**
- Officer responded to a noise complaint at 33100 E. Van Duyn **Resolved**
- Officer responded to the TA Truck Stop for a welfare check on an suspicious subject **Welfare Check**
- Officer responded to a report of a prowler on Christian Way **Subjects Identified**
- Officer responded to a report of a non-injury motor vehicle accident on Industrial Way **Report**
- Officer responded to a report of stalking that was occurring on N. Industrial Way **Assist**
- Officer responded to a report of a dispute on E. Van Duyn **Advised**
- Officer responded to a report of a motor vehicle accident on S. Stuart Way **Assist**

- Officer responded to E. Lincoln Way to conduct a follow-up investigation **Follow-Up**
- Officer responded to Serenity Lane to conduct a follow-up investigation **Follow-Up**
- Officer responded to a report of a trespass occurring at Premier RV **Resolved**
- Officer responded to Serenity Lane regarding a disorderly subject **Resolved**
- Officer responded to a report of a trespass occurring at Premier RV **Resolved**
- Officer responded to a suspicious vehicle on Roberts Rd. **Patrol Check**
- Officer responded to a report of an intoxicated driver on I-5 **No Crime/Info**
- Officer responded to a report of suspicious conditions on S. Willamette St. **Resolved**
- Officer responded to an unknown problem at the TA Truck Stop **Welfare Check**

Patrol Checks = 99

Total Activities = 223

OTHER ACTIVITIES:

- No monthly meeting was held in March, due to conflicting schedules
- Sgt. Miller attended monthly Lane County Sheriff's Office Crisis Negotiation Team (CNT) training held at the old Foster Farms processing facility in Creswell. This training consisted of two scenarios held in conjunction with the Springfield CNT, Springfield SWAT and Lance County Sherrif's Office Special Response Team (SRT)

UPCOMING EVENTS:

- Two members of CPD will attend background investigator training held at the Junction City Police Department on April 14th and April 15th
- CPD will hold a handgun qualification at the Junction City Police Department range on April 16th. This training will incorporate a qualification as well as training in low-light conditions