



MINUTES
Coburg City Council Work Session
February 24, 2026 at 6:00 PM
Coburg City Hall
91136 N Willamette Street

MEMBERS PRESENT: Mayor Bell, Cathy Engebretson, John Lehmann, Jaymason Bouwman, Donnie Myers

MEMBERS ABSENT: Alan Wells, Claire Smith

STAFF/GUESTS PRESENT: Adam Hanks, City Administrator; Sammy Egbert, City Recorder; Larry Larson, Coburg Police Chief

TRANSCRIBED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

Mayor Bell called the City Council Work Session to order at 6:02pm.

ROLL CALL

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

WORK SESSION ITEMS

1. Public Safety Support Fee

Mr. Hanks noted that he made the edits and additions to the FAQ document that council suggested in the last meeting. These flyers will be put out on the city's social media, website and mailed in the next utility bills. Hanks said that the March meeting will entail the first reading of the ordinance that creates the fee, and the second reading would be in the April meeting along with the resolution to establish the fee amount. The effective date of the fee would be July 1, at the start of the next fiscal year.

Councilors had a few more suggestions and edits for the document. Mayor Bell mentioned again that Coburg is not alone in the general fund and revenue struggles. Many other cities in Oregon are in the same spot, including Eugene and Springfield.

2. Communication and Community Engagement

Mr. Hanks went through the attached memo for communication and community engagement. This topic is one of the Council Framework goals, and this handout shows the more extensive ins and outs of the communications of the city to the community. Hanks went through the content of the document.

Council was happy with the work and results of the city communications and reiterated the importance of this work.

3. Council Look-Ahead Document

This document was added to the packet. Mr. Hanks went through this document, noting that it is updated after every meeting, crossing off what has been done or making edits to items that may have had some changes. He mentioned some of the upcoming or in progress items and those correlating plans. Hanks also said that a lot of these items are driven by budget needs.

Ms. Bell extended the invitation for the LCOG Member Appreciation Dinner on March 6th, and if any councilors are interested to please let her and Sammy know so they can get enough tickets for everyone.

Ms. Engebretson had some questions about the dispatch services through Lane County and how that works with Coburg Police Department’s response. Chief Larson explained how the dispatch service works, and that Coburg PD does respond to all Coburg calls, however if another unit, possibly from another agency, is closer at the time they might be the first one on scene until Coburg can get there and take over.

ADJOURNMENT

Mayor Bell adjourned the meeting at 6:52 pm.

APPROVED by the City of Coburg City Council on this 10th day of March, 2026.

Nancy Bell, Mayor of Coburg

ATTEST: _____
Sammy L. Egbert, City Recorder