



Resolution 2026-17

A Resolution adopting the 2026-2036 City of Coburg Water Management and Conservation Plan

Meeting Date	Staff Contact	Email
September 8, 2026	Adam Hanks, City Administrator Brian Harmon, PW Director	Adam.Hanks@CoburgOregon.gov Brian.Harmon@CoburgOregon.gov

SUMMARY AND REQUESTED COUNCIL ACTION

As a municipal supplier/distributor of water, the City of Coburg is required to develop and regularly maintain a Water Management and Conservation Plan (WMCP) reviewed and approved by the Oregon Water Resources Department on a ten year cycle. The 2026-2036 plan update has been formally approved by the Water Resources Department and is presented for Council acceptance/adoption to complete the update process.

Suggested Motion

I move 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.

BACKGROUND

The 2026-2036 WMCP updates and replaces the 2012 WMCP. The purpose of a WMCP is to ensure the sustainable use of water resources that are allocated via water rights to the City of Coburg for the operation of its municipal water system.

A WMCP provides a description of the overall water system, identifies the sources of water used to serve the system and explains how the water supplier (the City of Coburg) intends to manage and conserve supplies to meet future needs. The plan represents a proactive evaluation of the management and conservation measures in place and identifies areas of improvement over time to improve on the overall efficiency of the use of the water rights granted to the City.

Key elements of the plan include:

- System overview
- Conservation techniques and programs
- Curtailment plans
- Benchmarks (most notably system loss or "leakage")
- Update reporting timelines

While all elements of the WMCP contain important operational guidance for both staff and policy makers, of particular importance is the determination of system loss or “leakage”. The City of Coburg water system was determined through data analysis to have a water loss of 18% in 2025.

The Final Order of Approval of the WMCP from the Oregon Water Resources Department indicates that because the water loss calculation for 2025 was above 10%, a condition was placed on the approval requiring the submittal of “an analysis of potential water loss factors and proposed corrective actions” by August 13, 2028.

As discussed in the Council work session of June 23, 2026 with the presentation of the preliminary WMCP, staff has begun developing a plan to reduce the system loss, which includes:

- Detailed review of system data collection for both production and consumption
- Large meter replacements (improved accuracy of meter measurement)
- Leak detection analysis of system (contract services)
- Scheduled repairs of system leaks identified by leak analysis

RECOMMENDATION

Staff recommends Council approval of the attached resolution adopting the 2026-2036 City of Coburg Water Management and Conservation Plan as presented.

BUDGET / FINANCIAL IMPACT

The development of the WMCP was completed with substantial involvement of Branch Engineering. City staff provided technical information and historical data as part of the update. As the plan is a regulatory requirement of the Water System, expenses for the project were budgeted and funded from the Water Fund, totaling approximately \$70,000.

The plan noted above to reduce water system loss of at least 8% by August of 2028 will require funding from the Water fund to accomplish. Specific costs have not yet been determined and will be largely based on the results of the leak detection analysis, which will be completed by a contracted third-party provider within the FY27 budget year utilizing already appropriated operations and maintenance funds. Repairs identified by the leak analysis will likely be incorporated into both operations/maintenance and capital in the FY28 budget depending on the significance of the leak and repair.

PUBLIC INVOLVEMENT

No specific public involvement has occurred with the development of the WMCP beyond the presentation of the preliminary plan at the June 23, 2026 Council work session. However, water

CITY COUNCIL STAFF REPORT

conservation awareness information has been developed and distributed through the City Facebook account and website, which supports the WMCP objectives and will continue to be a part of regular community engagement and outreach.

NEXT STEPS

Upon Council approval, staff will select a leak detection service to conduct leak investigations systematically throughout the City's transmission and distribution system. Public Works staff have already begun the large meter replacement element of the plan which is expected to be completed by the end of the fiscal year (June 2027). Updates to Council will be provided as progress is made throughout the 22 months remaining before the corrective action report is scheduled to be submitted to the Water Resources Department.

ATTACHMENTS

1. Resolution 2026-17 - Adoption of the 2026-2036 Water Management and Conservation Plan
2. Water Resources Department – Letter of Approval and Final Orders