

# COBURG CITY COUNCIL WEEKLY REPORT



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## TOPIC: City Administration

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**Report Date:** Friday, November 18, 2022  
**Staff Contact:** Anne Heath, City Administrator  
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### WATER PROJECTS

**Well Development** – Design and RFP will be going out to construct the road into the 3<sup>rd</sup> well property. This needs to take place prior to the well drilling rig being able to access the site.

Final payment on the property for \$242,500 was paid on Thursday, November 17, 2022.

**Feasibility Study** is nearing completion. Due to the dedication of the Council chambers in December as well as State of the City at the normal Council meeting, a special work session has been scheduled for January 24, 2022 for the Council to receive this information.

Based upon the Council decision regarding the reservoir project, staff can come back with a recommendation for utility fees. However, given the increase in the cost of materials and services, personnel, and capital projects overall, staff recommends a utility rate increase of some form whether or not the City takes on the reservoir project. We will be putting together some information for council about how other utilities are raising fees in light of economic pressures as well as financial data to present in February to City Council.

### STREET PROJECTS

**Mckenzie Street** should be completed by the end of the week of November 25<sup>th</sup> with final walk-through being conducted in the first week in December.

Macy/Harrison/North Willamette design. Engineers are working on alternative designs for the public and council to consider. These will be available by the end of the year. A public open house and comment period will take place in late January with the open house taking place on February 2, 2023 from 5:00 to 8:00. This will be a time for the public to view the designs and provide input. This will also have an online opportunity, as well as any day between 8-5 to come in and look at the designs. The open house will have a combined informational opportunity with input also being welcomed for the design for Pavilion Park Plaza.

## **FINANCIAL UPDATE FOR YEAR ENDED 6/30/2022**

I have had some questions regarding the final actual numbers of Fiscal Year 2022. While this is still in the audit process, I think that it does warrant a bit more information than might have been presented. This is especially true because numbers can look volatile in construction and development years. Construction and development is projected out far before the work actually takes place and is highly influenced by the capacity of our staff, contractors and availability of construction materials and prices. Therefore, what is budgeted, and what actually happens rarely aligns in construction years. We budget with the best of our ability and with a positive projection upward. This helps us to avoid having to make budget adjustments. It is important to note that if projects are not completed, expenditures do not happen, and neither do reimbursement requests. I have put together some notes for each fund, which is attached to this report. Please feel free to reach out to me with any follow up questions you may have. Councilors are also very welcome to come in at any time and go over finances.

## **HOMELESSNESS IN OREGON**

This is a big topic in Oregon, which greatly influenced the elections, and will directly influence Coburg with state mandates for all cities in housing and development initiatives. I am attaching the latest LOC magazine because it is focused on this subject and has a lot of good information in it.

The Oregon Mayor's Association along with the League of Oregon Cities is supporting two budget proposals during the 2023 Legislative Session:

1. A budget package which provides direct allocation to cities for homelessness response and prevention
2. A budget package that provides a capital improvement funding for cities.

The proposed allocation to Coburg would be about \$52,800 to be utilized for this initiative. These funds could be spent in many areas as listed in the attached informational document. Please take the time to read it, as it will be on the December 14<sup>th</sup> Council agenda. Cities are being asked to provide information on the most likely use of the funds should we receive them. More to come on this in December.

**Reminder to Councilors – Do not reply all with questions or comments regarding this newsletter. Do feel free to contact me with any questions or concerns you may have.**

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# **CITY OF COBURG**

## **NOTES REGARDING 6/30/2022 YEAR-END FINANCE**

### **PREPARED FOR CITY COUNCIL**

**It is important to note that all ending balances are audited, and may change if the auditor adjusts our financial statements. Therefore, this report should be considered preliminary numbers until the final audit is received. We then adjust our books to the audit.**

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#### **ALL FUNDS**

All revenues in the attached graph are minus beginning fund balance. This means that we are only counting actual budgeted revenues against revenues received. Beginning Fund Balances are used for budgeting and audit purposes only, but do not help us to have a proper comparison in actuals. This goes the same for expenses, which are stated less ending fund balance. Again, we are looking at actual budgeted expenses against actual expenditures.

**Total City Revenues and Expenses are 58% and 57% percent of Budget, which means that Revenues were 1% higher than expenses.**

General Fund	82% Revenues and 91% Expenses
Street Fund	27% Revenues and 20% Expenses
Water Fund	40% Revenues and 31% Expenses
Sewer Fund	84% Revenues and 86% Expenses

While revenues in capital projects in Street and Water departments did not come in as expected, the City also did not spend out the expenses which results in the overall 1% Revenues over Expenses.

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#### **General Fund**

Franchise Fees were 62% of budgeted or \$62,129 lower than expected. This is down from previous years. I will be doing an analysis on this to see if Covid and workplace shut downs has responsibility in this and possibly can claim this revenue loss for ARPA dollar use.

American Rescue Funds were budgeted to come in at the full \$240,000. However, we only received half in fiscal year 2022. We received the other half in August.

TGM Grant in planning which was budgeted for \$50,000 was not received, but there was no expenditures on this project, as we did not receive the funding.

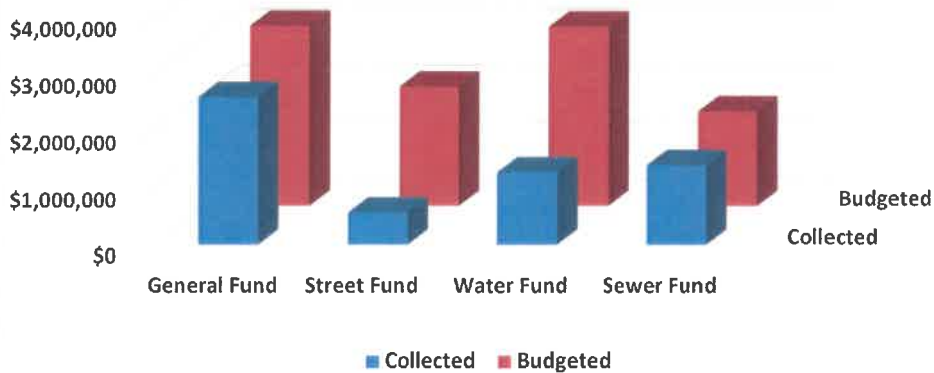
## CITY OF COBURG

### REVENUES COLLECTED COMPARED TO BUDGET

Fiscal Year To Date As of June 2022

Fund	Collected	Budgeted	Difference	Percentage
General Fund	\$2,595,492	\$3,172,634	\$577,142	82%
Street Fund	\$563,467	\$2,098,569	\$1,535,102	27%
Water Fund	\$1,272,977	\$3,155,768	\$1,882,791	40%
Sewer Fund	\$1,400,079	\$1,664,700	\$264,621	84%
<b>TOTAL ALL FUNDS</b>	<b>\$5,832,014</b>	<b>\$10,091,671</b>	<b>\$4,259,657</b>	<b>58%</b>

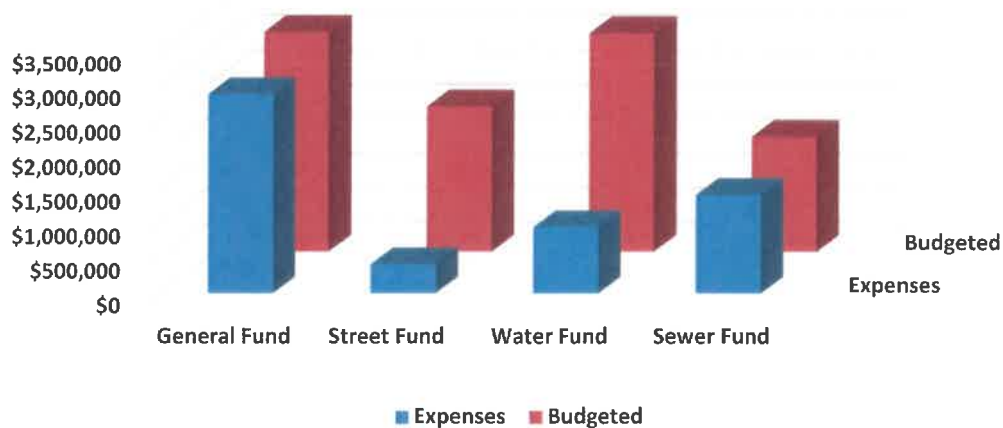
Revenues: Budget vs Actual at June 30, 2022



**CITY OF COBURG**  
**EXPENSES INCURRED COMPARED TO BUDGET**  
**Fiscal Year To Date As of June 2022**

Fund	Expenses	Budgeted	Difference	Percentage
General Fund	\$2,887,649	\$3,172,634	\$284,985	91%
Street Fund	\$422,286	\$2,098,569	\$1,676,283	20%
Water Fund	\$968,831	\$3,155,768	\$2,186,937	31%
Sewer Fund	\$1,437,463	\$1,664,700	\$227,237	86%
<b>TOTAL ALL FUNDS</b>	<b>\$5,716,230</b>	<b>\$10,091,671</b>	<b>\$4,375,441</b>	<b>57%</b>

**Expenses: Budget vs Actual at June 30, 2022**





To convene, network, train, and empower Mayors

## MEMORANDUM

**To: Mayors and Chief Executive Officers of Region 4**  
**From: The Oregon Mayors Association**  
**Date: October 18, 2022**  
**Re: Partnership Needed to Solve Statewide Homelessness Emergency**

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This past May, the Oregon Mayors Association (OMA) formed a Taskforce on Homelessness. Twenty-five mayors, representing cities of all sizes from around the state, studied Oregon's homelessness crisis. And while the crisis may seem insurmountable, given that the symptoms and solutions look different between urban and rural communities and vary based on a city's size, geography and available service providers, local government leaders have developed a solution to Oregon's crisis of the unhoused.

The OMA Homelessness Taskforce's plan to humanely and timely address the homelessness crisis in Oregon is a partnership between the State of Oregon and its 241 cities. This partnership will allow for the establishment and expansion of local, community-based responses that provide immediate shelter, needed services, and secure safety for unhoused Oregonians. During the 2023 Legislative session, the OMA will *propose* two separate, yet parallel, budget proposals: (1) a budget package which provides direct allocation to cities for homelessness response and prevention services; and (2) a budget package that provides capital improvement funding for cities.

### *Direct Allocation*

A direct allocation of funding from the state to each incorporated city in Oregon for cities to use in their homelessness response and prevention services is being proposed by the OMA.

- It is proposed that each city will be allocated funds in an amount equal to \$40 per resident, in accordance with the latest official population estimates from Portland State University.
- The proposal requires that in no instance will an incorporated city receive less than \$50,000 in direct funding.
- OMA's proposal provides cities the ability to elect to use the funds for their own homelessness response and prevention services, or to redirect their funds to community partners who are required to use the funds for homelessness response and prevention services.

OMA's proposal states that funds must be used for homelessness response and prevention services, which may include:

- Abatement/clean-up
- Environmental mitigation
- Affordable housing
- Capital construction or improvement costs related to homelessness or affordable housing measures
- Community resource officers
- Education and outreach
- Food bank assistance
- Shelter and/or transitional housing
- Hygiene stations
- Operation costs
- Outreach workers
- Prevention

With a \$50,000 guarantee for all cities, and a \$40.00 per resident multiplier in place, based on the April 19, 2022, PSU population estimates, the total amount requested would equal \$123,575,800.00 annually.

For cities located in Region 4, a \$40 per resident allocation equates to an annual allocation of the dollar amounts denoted below:

- Adair Village - \$52,720
- Albany - \$2,287,960
- Brownsville - \$68,200
- Coburg - \$52,880
- Corvallis - \$2,304,040
- Cottage Grove - \$431,680
- Creswell - \$227,360
- Eugene - \$7,025,040
- Halsey - \$50,000
- Harrisburg - \$146,320
- Junction City - \$281,280
- Lebanon - \$764,880
- Lowell - \$50,000
- Mill City - \$80,480
- Millersburg - \$123,720
- Monroe - \$50,000
- Oakridge - \$129,520
- Philomath - \$227,280
- Scio - \$50,000
- Sodaville - \$50,000
- Springfield - \$2,494,080
- Sweet Home - \$395,720
- Tangent - \$50,000
- Veneta - \$210,840
- Waterloo - \$50,000
- Westfir - \$50,000

### *Capital Allocation*

In addition to the direct allocations, the Taskforce's proposal requires a meaningful allocation from the State for coordinated capital construction investments for specific shelter and transitional housing projects, statewide. It is expected that a final dollar amount for needed capital construction investments will equal between \$125 to \$175 million. The OMA is seeking information from Oregon cities about any needs they may have for capital construction investments from the state in their local responses to addressing the homelessness crisis.

### *Request for Support*

The OMA Homelessness Taskforce and the OMA Board of Directors seek the support of Oregon's 241 cities for the above-described proposal. In an effort to present the legislature