

RESOLUTION 2025-09

A RESOLUTION ADOPTING THE POLICY, CRITERIA AND ASSISTANCE LEVELS FOR UTILITY BILLING LIMITED INCOME ASSISTANCE

WHEREAS, Ordinance A-224-A provides the Coburg City Council the authority to establish a Limited Income Assistance program. The Limited Income Assistance program sets a reduced monthly water rate for eligible residential water users, details the criteria, and policies; and

WHEREAS, Ordinance A-222-A provides the City Council of Coburg with authority to set rates for the construction and operation of the Coburg Wastewater System; and

WHEREAS, Ordinance A-252 provides for the reduction in the Transportation Fee for residential income-qualifying applicants; and

WHEREAS, Ordinance A-214 provides for the consideration of a financial hardship for residential tree fee customers whose gross family income is less than the Federal Poverty Level; and

WHEREAS, the City has an interest in maintaining a limited income assistance program that meets the needs of qualifying residents and utility customers of the City of Coburg that is effective, transparent and administratively efficient.

THE CITY OF COBURG RESOLVES AS FOLLOWS:

Section 1. Policy & Assistance Levels

- (a) The Program is available to residential utility billing customers whose household income qualifies under the annual Federal Poverty Level (FPL).
- (b) Assistance levels will correspond with qualifying FPL income levels as follows:

FPL = 100%	55%
FPL = 125%	45%
FPL = 150%	35%
- (c) The assistance level percentage credit will be applied to all base fees of the qualifying customer.
- (d) The program will have an annual total credit limit equal to one percent (1%) of the estimated annual revenue of all applicable rates, fees, charges of City of Coburg billing statements
- (e) Adjustments to the annual credit limit cap must be approved by Council prior to exceeding the cap with new customer enrollment.

Section 2. Criteria

- (a) Eligibility, qualification, and level of assistance are based on the gross annual household income and the size of the household using the annual FPL guidelines.

- (b) Approved credits expire annually on June 30th.
- (c) Annual Enrollment is open June 1st through June 30th. No applications will be accepted after June 30th.
- (d) The applicant must provide the total income of all persons residing permanently at the applicant's address. A copy of the federal tax return is preferred, but not the only supporting documentation.

Section 3. Effective

This resolution is effective immediately upon its approval and passage.

Adopted by the **City Council** of the **City of Coburg**, Oregon by a vote of 6 for and 0 against this 13th day of May, 2025.


Nancy Bell, Mayor

Attest: 
Sammy L. Egbert, City Recorder