

City Administration Report



April 9, 2024

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

- 1. Oregon Dept of Energy Grant** – A somewhat late opportunity has arisen for Coburg to partner with a solar system installation business to submit an application for the installation of elevated solar panels at the City’s wastewater treatment plant facility. The grant, if awarded, would fund the complete purchase and installation of a solar panel system that would provide 100% of the annualized energy consumed by the wastewater treatment plant operations resulting in annual electricity cost savings of \$40,000-\$50,000. In order to meet the eligibility requirements for a 100% grant (no local match), the project must include a resiliency component, such as battery storage. Staff feels this is a great potential fit in light of recent power outages that can impact the functionality of the wastewater plant and Public Works operations in general.

With the planned future installation of fuel storage and pumping for the City and potential Coburg Fire District and the new Public Works Operations building potentially becoming the City’s designated Emergency Operations Center (EOC), renewable energy generation and storage becomes a more critical operation need above and beyond the initial objectives of reduction of operating costs and an incremental “greening” of the energy grid.



Grant applications are due May 10. City staff intend to enter into a formal agreement with Stracker Solar, an Ashland, Oregon based manufacturer and installer of elevated, pole mount solar systems that has completed similar municipal projects utilizing this same grant program. If successful, the project would be developed and put out to open bid consistent with City and State requirements.

2. **Coburg Long-term Credit Rating Results - S & P Global** - City staff recently completed a review of the City's finances with S & P Global. The review is done every three years and establishes a credit rating utilized when the City enters into debt service agreements. The rating for 2024 was reduced from AA- to A+. The primary stated factor for this one level downgrade is due to the lower than desired fund balance within the City's general fund, an issue that has already been discussed to some degree and will be a highlighted topic in the upcoming budget process as well as in the Financial Policies and Procedures Update objective in the Council adopted Framework for 2024-25.
3. **Economic Development Update**– City staff have been actively involved with Business Oregon, Lane County Economic Development, Collaborative EDO and the property owners of the recently annexed 107 acres on the east side of I-5 with a recent successful grant (technically forgivable loan) application. Raven Ventures LLC (property owner) was awarded just over \$2 million dollars from the Business Oregon Semiconductor Industrial Lands Loan program for pre-development work.

These funds will assist in moving the property forward in its ability to develop into the high wage, high job density project envisioned locally and regionally when the property was annexed into the City.

On a related note, the City's long anticipated wetland permit approval to enable the final waterline installation to connect Premier RV to City water and allow for the future water connection to the 107 acre parcel noted above has been conditionally issued. Staff has begun the process of purchasing the required wetland credits discussed and approved by Council at the December 12, 2023 Council meeting, which will complete the permit process. City staff is preparing for a mid-June project start date and expect water to be connected and available to Premier RV by July 1.

4. **Water Loan Monitoring Review**– Business Oregon staff recently completed a review of the City's activities relating to its current Safe Drinking Water Revolving Loan for Water System improvements (Project #S19007) which confirmed compliance with all terms and requirements of the contract. As noted in the letter, approximately \$2 million remains available from loan funds, with additional commitments remaining for the City match. City staff is working with Branch Engineering to develop a final list of projects that will be able to be funded with this loan and is also evaluating whether an extension to the contract will be necessary in order to complete the remaining projects

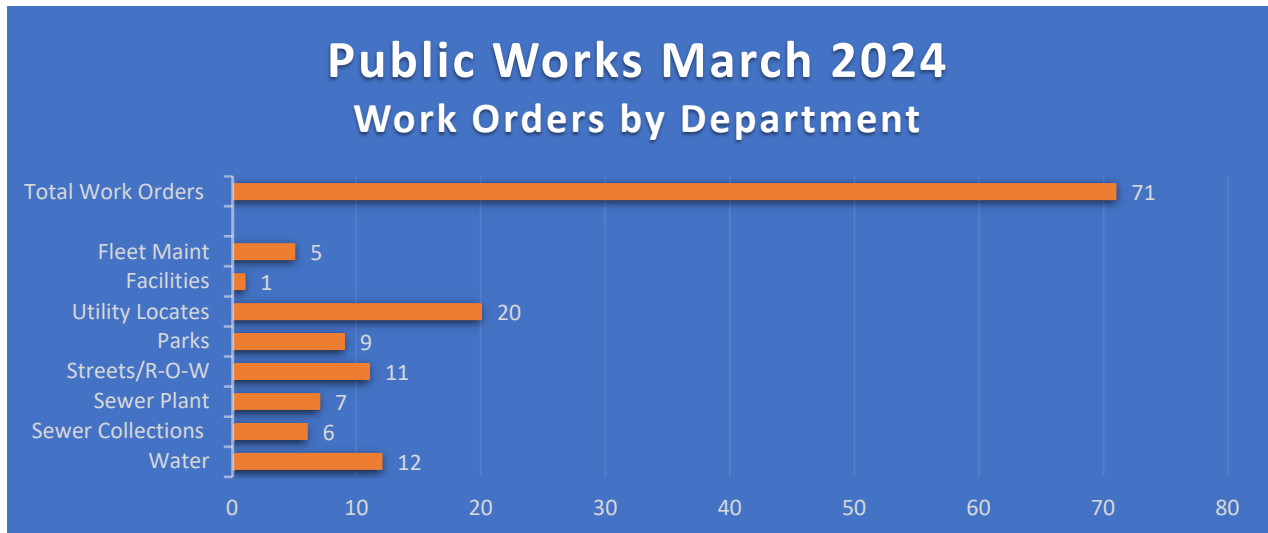
Staff anticipates providing a complete Water capital projects update in July that includes the updated project list noted above along with the water system capacity analysis final report that Consor is completing for the City.

5. **Engineering Services RFP Update** – City staff, with assistance from LCOG Legal Services, has prepared and will be publishing a Request for Proposals for Engineering Services as discussed with Council in several prior Council meetings. The City has enjoyed a long and successful partnership with Branch Engineering as the City's engineer of record and has relied on their broad skillset and experience to provide an array of services to the

Department Activity & Statistics

Staff maintains various activity, work order and case log type records that are utilized for a variety of required reporting to other agencies and/or for day-to-day oversight and management of their operations. Some of the data comes from third party software systems and typically not always in a format that is easily summarized or customized.

Public Works



February Highlights

Parks:

Fertilized Pfeiffer Park

Streets:

Six pot holes repaired

Water:

Well #2 pump/motor replaced and back online, no pipe replacement required

Fleet:

Sale of surplus chipper and Chevrolet truck just over \$5,500. Other equipment currently listed on online auction site

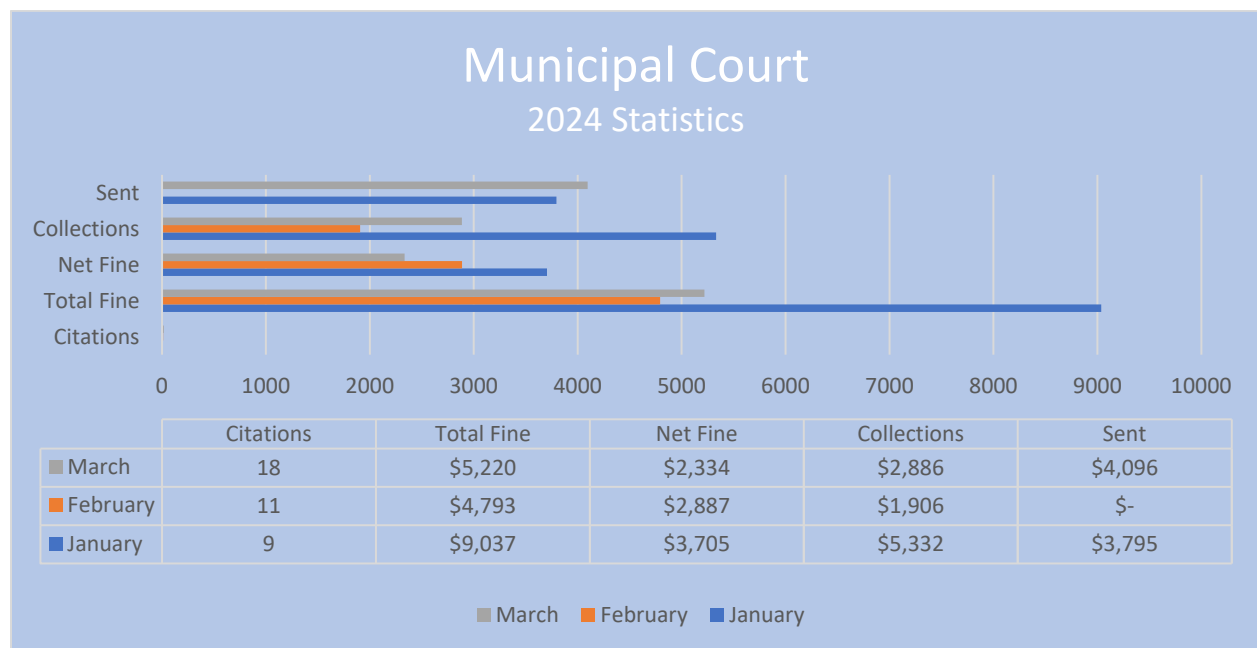
Upcoming Events - Thursday the 25th of April, the City of Coburg will celebrate the 26th anniversary of Arbor Day and the Tree City USA membership. We are planting 8 trees at Johnny Diamond Park to create shade, enhance the environment, add to the landscape, and add to our inventory of trees throughout the City.

There will be a variety of new trees. 1 Japanese Maple, 2 White Korean Dogwoods, 3 Red Korean Dogwoods, 2 Dr Merrill Magnolias. The work will be done by the Coburg Charter School 5th Grade Class, the Parks and Tree Committee, and Public Works and food will be provided by Coburg Pizza Company.

Planning

- SUB 02-20 & SUB 01-22: Coburg Creek Subdivision: One new dwelling permit and two certificates of occupancy issued in March;
- Eight Structural/Plumbing/Mechanical/Electrical permits issued in March;
- Attended regional transportation meetings including Safe Lane Transportation Coalition, Metropolitan Planning Committee and Technical Advisory Sub-Committee (of MPC), Regional Transportation Plan (RTP) and Congestion Management Plan (CMP) update kickoff meeting, and CFEC Preferred Scenario implementation project meeting 2;
- Attended DEQ/RARE webinar;
- Planning Commission continued the decision on the written extension request for the Willamette Forks site review approval (SR 01-22);
- Awarded CLG grant funds for historic preservation projects including oral history documentation, continuation of the historic preservation awards, and more;
- Established bi-weekly meeting with regional DLCD representative Patrick Wingard to coordinate and advance Coburg’s land use and community development goals and objectives.

Municipal Court



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.

Upcoming Court Date:	April 9, 2024	Regular Court Session
	April 11, 2024	Jury Trial
	May 1, 2024	Jury Trial

Coburg Municipal Court Administrator attending the Oregon Association of Court Administrators Annual Conference in April

Police

- Officer investigated a stolen vehicle.
- Officers responded to a call of a suspicious person in a residential neighborhood. The subject was high drugs and had outstanding warrants. The subject resisted arrest. After the arrest the subject became unresponsive. Officers used Narcan to revive the subject. He was transported to the hospital.
- Officer investigated custodial interference and the child returned the next day.
- Officer completed two sex offender registrations.
- Officer used the CHETT fund to purchase food for an elderly male.
- Officer arrested a male for violating a restraining order.
- Officer took a report of a burglary that occurred last summer.
- Officer arrested a male for violating a restraining order and his release agreement.
- Officers cited a male for disorderly conduct.
- Officers assisted Coburg Fire with a medical emergency.
- Officers investigated several suspicious vehicles.
- Officers assisted a family with a family member in crisis.
- Officer responded to a domestic violence call and determined a crime was not committed.
- Officers arrested a male for several sexual assault felony warrants.
- Officer arrested a male who had a knife at the McDonald's. The male threatened to kill several employees. McDonald's went into lock down and customers were evacuated. Several OSP Troopers assisted officer in taking the male into custody.
- Officers enforced several illegal parking issues.
- Officers stopped a commercial truck for driving an unsafe trailer.
- Officer investigated a male with a warrant and determined the warrant wasn't valid.
- Officers assisted the Sheriff's Office with attempting to locate a male in crisis.
- Officer investigated a potential stolen vehicle and determined the driver was in the hospital.
- Offices responded to a disorderly male at the truck stop.
- Officer responded to a male in distress and completed a welfare check.
- Officers participated in a saturation patrol.

Upcoming Events:

SFST training (DUII Standard Field Sobriety Test)

Regional Training

Attached is a summary document providing information on the Crisis Negotiations Team, operated by the Lane County Sheriff's Office and including representatives from the Eugene, Junction City, Springfield and Coburg Police Departments along with Lane County Sheriff. The attachment provides details of a recent training exercise conducted in Coburg.