

COUNCIL MEMO



Public Safety Support Fee Structure and Public Communication

January 13, 2025

ISSUES

In preparation for the March 10, 2026 Council meeting agenda item for the creation of a Public Safety Support Fee, staff is developing public communication documents to inform residents and businesses of the potential new fee. Additionally, Council requested information on the structure of the fee at the January meeting to ensure clear understanding of the mechanics and implementation schedule of the fee should Council approve it at the March 10, 2026 meeting.

Proposed Schedule

- December 9, 2025 – Sub-Committee recommendation presentation to Council – Complete
- January 13, 2026 – Full Council discussion of recommendation - Direction to staff
- January 14 thru March 9 – Public Information on proposed fee
- March 10, 2026 – Ordinance to create the Public Safety Support Fee – First Reading
- April 14, 2026 – Ordinance creating the Public Safety Support Fee – Second Reading
- April 14, 2026 – Resolution establishing the amount of the Public Safety Support Fee
- July 1, 2026 – Implementation of Fee on July utility billing statements.

Proposed Fee Structure

The fee will match the recently adopted Parks and Open Space Fee, which also closely matches the Tree Fee and includes the following:

- Flat fee charged to all utility billing customer accounts within the City limits (excludes outside and PVE accounts)
- Flat fee is the same for residential or commercial accounts
- Fee is “per unit” based, meaning that accounts with apartment buildings or multiple businesses on one account will have the fee multiplied by the number of units (example \$5 fee x 8 units = \$40 per month fee)
- Fee Revenue is general fund revenue, but will be restricted in both ordinance and resolution for public safety expenditures.
- Public Safety will be defined in ordinance as Police Department, Municipal Court and Code Enforcement.

Proposed Fee Amount

As presented to the full Council at the December 9, 2025 Council meeting, the Revenue Options sub-committee recommendations included two fee amount options, either a \$20/month or a \$15/month fee along with six other supporting recommendations (see attached)

In order to develop the public information materials for distribution, staff is desiring Council direction on the proposed fee amount to be included in the documents. The direction provided by Council does is in no way binding, nor necessarily an indicator of the Council's final decision at the March 10, 2026 meeting.

Options 1 – The Coburg City Council is considering the creation of a **\$20 per month** public safety support fee as a means to maintain the existing public safety services of the City.

Options 2 – The Coburg City Council is considering the creation of a **\$15 per month** public safety support fee as a means to maintain the existing public safety services of the City.

Options 3 – The Coburg City Council is considering the creation of a public safety support fee **between \$15 and \$20 per month** as a means to maintain the existing public safety services of the City.