



Resolution 2026-18

A Resolution authorizing the acceptance State Transportation Funds through the Small City Allotment Grant Program and executing associated contract agreement

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

Pursuant with Resolution 2025-07, a grant application seeking Oregon Department of Transportation (ODOT) funding for street improvements utilizing the ODOT Small Cities Allotment (SCA) program was submitted in April of 2026 and approved for award in July of 2026. Resolution 2026-18 formalizes the acceptance of the \$250,000 grant award for the reconstruction of S Skinner Street between Pearl St and Dixon St and authorizes the City Administrator to execute the associated grant contract agreement.

Suggested Motion

I move to approve Resolution 2026-18, a resolution accepting up to \$250,000 of state transportation funds through the 2026 Small City Allotment Grant Program for S. Skinner Street (Pearl St to Dixon St) and authorizing the City Administrator to execute the associated contract agreement.

BACKGROUND

The City of Coburg has previously had success and value from the ODOT SCA grant program, recently assisting with \$250,000 of funding for the N Willamette/E Macy/N Harrison Street street reconstruction project and several years prior with a similar funding assistance to the McKenzie Street Reconstruction project.

The ODOT SDA program is an annual allocation of state funds for local transportation projects. Cities with populations of 5,000 or less can apply to this competitive award process. Funding is available for project that meet the following:

- Streets are not part of the State Highway System
- Project streets are inadequate for the capacity the streets serve
- Project streets are in a condition that is detrimental to safety.

In the spring of 2025, City Staff identified three street segments that meet the funding criteria and Council adopted Resolution 2025-06 approving staff to seek funding for one of the following local street segments:

- 1) North Harrison Street (Pearl St to McKenzie St)
- 2) Skinner Street (Pearl St to McKenzie St)
- 3) Skinner Street (Pearl St to Delaney St)

Staff completed final street evaluations and project cost estimates with the City's contract Engineers (Branch Engineering) and determined S Skinner St between Pearl and Delaney had the greatest opportunity for grant award along with estimated project costs closest to the maximum grant award amount of \$250,000 limiting the need to utilize local Street Funds to contribute to the project cost. The project scope was extended to Dixon Street due to recent lower than estimated bids on similar street projects (Coleman Street and several misc repairs) providing the opportunity to extend the utilization of the SCA funds beyond the initial one block segment.

Staff submitted the S Skinner (Pearl to Delaney) SCA application in the summer of 2025 but the project was not awarded funding. Staff subsequently submitted the project (with the extended paving limits) in the summer of 2026 and was selected for award for this current 2026 funding cycle.

RECOMMENDATION

Staff recommends Council approval of the attached resolution authorizing grant acceptance and execution of associated contract for the 2026 ODOT SCA program award.

BUDGET / FINANCIAL IMPACT

City Administration staff time and Branch Engineering technical assistance are both budgetary impacts in the development of the grant application, with "hard dollar" expenses less than \$5,000 for the initial grant required evaluation and preliminary project design and cost estimate.

The grant award provides funding reimbursement for all final design, engineering, project management and construction costs as well as the construction costs up to \$250,000. Final paving limit decision making will be determined by Council with recommendation from Staff at the bid award acceptance step of the project. The bid amount will help determine whether local Street Fund dollars are needed to complete the full paving limit. Council will have the option of reducing the paving limits to avoid local funding if the bid amount exceeds the grant limit of \$250,000.

The FY27 Adopted Budget includes the \$250,000 grant award in both the anticipated revenues and expenditures within the Street Fund.

PUBLIC INVOLVEMENT

The selection of streets has been informed through prior pavement management scoring and evaluation that was a component of prior street funding discussions, including with the 2021

CITY COUNCIL

STAFF REPORT

Transportation Utility Fee (TUF). The selection of the list of three streets were part of public meeting agendas and packets at the April 8, 2025 Council meeting, as well as discussed and contained within the FY27 Annual Budget process with both the Citizen's Budget Committee and City Council.

NEXT STEPS

Upon Council approval, staff will execute the contract agreement with ODOT and begin work on final project engineering/design with an expectation of placing the project out to bid in January/February of 2027 for a Council bid award decision at its March 9, 2027 meeting.

ATTACHMENTS

1. Resolution 2026-18 - Accepting 2025 ODOT SCA Grant/Authorizing City Administrator contract execution
2. ODOT SCA Grant Award Notification
3. ODOT SCA Grant - 2026 Statewide Award list