



CITY OF COBURG

FY 2026 Framework Actions

FY27

EMERGENCY MANAGEMENT & RESPONSE

	Status	Notes
1 Training and local use of Lane County Emergency notification system (Everbridge)	TBD	EM vacancy
2 BRIC Grant application for Water Storage seismic improvements and tree management/mitigation	N/A	FEMA suspended program
3 Design and “shovel ready” actions for Gas/Diesel fuel station at PW Operations facility	Done	Will pursue grant opportunities
4 Review of EOP and COOP	FY27	Fall of 2026
5 Tabletop with Lane County support at PW Ops EOC with hazmat “situation”	FY27	Fall of 2026

COMMUNITY COMMUNICATION & ENGAGEMENT

6 Completion and launch of refreshed City website	Done	Content expanding
7 Coburg Creek Park Design Concepts survey (fall 2026)	FY27	Park/Tree in progress
8 Advisory Committee Assessment – Structure, scope, frequency, etc	???	Need Council direction
9 Expansion of videos for City Operations, programs activities + Mayor/Council	FY27	Building out plan/schedule for FY27

CODE COMPLIANCE REVIEW & STRATEGY

10 Evaluate shared Code Compliance program with City of Harrisburg Police intergovernmental Agreement (IGA)	Done	Opportunity for FY28 contract
11 Assess ability of 0.5 FTE Police Technician position to manage intake/oversight of Citywide Code Compliance program	TBD	Funding priority discussion/direction
12 Develop Code Compliance document library for most common issues/violations	FY27	Several have been completed

ECONOMIC SUPPORT & DEVELOPMENT STRATEGY

13 Develop IOOF renovations master plan/priority list to assist with grant funding evaluation, application and award	FY27	Meeting with IOOF in Feb to start convo
14 Conduct two business surveys to understand local services/support needs: Retail/Services (downtown), Light Industrial	FY27	Coordinate with Main Street
15 Continue to work on infrastructure planning/funding to support future water and wastewater capacity needs for Ravin Ventures property and other key industrial development lands	Ongoing	Water/Sewer extensions to site

PARKS & OPEN SPACE MASTER PLAN REVIEW

16 Park and Tree Committee Master Plan “retreat” preliminarily scheduled for June or July of 2025	FY27	Committee interest, will schedule
17 Coburg Creek Park Community engagement process will involve the Park and Tree Committee and may integrate with the Master Plan review process.	FY27	Concept design underway. Community input May-June-July
18 Review and recommendations for the Draft Vegetation Management and Maintenance Plan will be an operational component of the Master Plan review process.	FY26	Some elements will begin in FY27

LONG RANGE PLANNING - LAND USE & TRANSPORTATION

19 Prepare and submit grant application for Buildable Lands Inventory	Done	Project underway - BLI complete in fall
20 Complete implementation of statewide requirements for Climate Friendly & Equitable Communities parking reform, design standards, Senate Bill 1537, flood plain PICM, etc	Done	Zoning code updated - completed
21 Pursue funding opportunities for Transportation System Plan (TSP) Update	TBD	Likely in FY28-29
22 Project participation and oversight for STIP funded (City match) East/West Commuter Connector Feasibility Study	Done	Council agreement to defer project

TREE MANAGEMENT & MAINTENANCE PLAN - PUBLIC/PRIVATE PROPERTY

23 Secure grant funding to develop Tree Management and Maintenance Plan	FY27	Application content complete - need right grant
24 Ensure existing City Arborist contracts meet FEMA requirements for reimbursement eligibility	FY26	Arborist Contract in progress

25	Develop protocols for data collection for tree related actions associated with storm/emergency events for reimbursement eligibility	Done	PW ops protocol complete
VEGETATION MANAGEMENT & MAINTENANCE PLAN			
26	Final review, approval and implementation of the Plan in summer of 2025	FY26	Initial draft presented at Jan WS
27	Review of initial implementation and suggested modifications in winter 2025/Spring 2026 for the 2026 growing season	FY27	Initial use begins in early FY27
TECHNOLOGY ASSESSMENT & ACTION PLAN			
28	Expand SCADA controls to enhance water system remote monitoring and reporting	In Progress	With Stallings Lane project
29	Complete network/desktop replacement schedule master plan, including specifications for hardware standardization across system	Done	Desktop/laptop/tablets/server
30	Implementation of expanded security/monitory systems (door locks, cameras, alarms) for all City facilities – public parks restrooms, water system sites, WWTP,etc)	Partial	only City Hall and Restrooms complete
CODIFICATION OF ORDINANCES			
31	Execute contract with vendor to initiate project in fall/winter of 2025	FY27	Budget consideration (\$50-\$75k)
32	Work with vendor throughout FY26 and likely into FY27 to migrate all ordinances into model code format, identify and resolve duplication, inconsistency in definition of terms, etc with legal service assistance and Council review and approval as necessary.	FY28	Can start organizing in FY27
HUMAN RESOURCES ASSESSMENT & ACTION PLAN			
33	Utilize CIS for more comprehensive update of Employee Policy Manual	Done	Annual updates w/CIS each December
34	Complete minimum of 50% of Job Description review/updates	FY27	High priority for FY27
35	Formalize wellness discussion/activities into a complete Employee Wellness Plan	In Progress	Initial elements internally assigned
STRATEGIC PLANNING			
36	Develop a Strategic Planning Process with Council in fall/winter of 2025 to kick off implementation of the process with the 2026 Council Retreat	FY27	FY27 feels right for deeper dive
CAPITAL IMPROVEMENTS PLAN (CIP)			
37	Update the CIP document template/format to provide improved description of projects in the first two years of the five plus year planning horizon (narrative, maps, etc)	FY26	Feb 10, 2026 Council meeting
38	Continue to improve fiscal year and cost allocation (engineering/design, permitting vs. Construction)	FY26	Feb 10, 2026 Council meeting
WASTEWATER FACILITY PLAN			
39	Future actions will be developed and implemented based on the recommendations of the final Analysis report, available funds and Council direction.	Done	Analysis report complete, see CIP
STORMWATER MASTER PLAN			
40	Development, presentation and Council deliberation/decision on a Storm Drain Maintenance Fee and Storm Drain System Development Charge targeted for Winter 2025/Spring 2026	FY27	Fall of 2026
41	Other storm drain related actions and activities will be based on the recommendations of the Master Plan, staff capacity, financial resources and Council direction.	FY27	Several small projects planned for FY27
STREET PRESERVATION & IMPROVEMENT STRATEGY PLAN			
42	Develop IGA with Lane County to integrate Coburg local street preservation into Lane County pavement management contracts to more cost effectively treat local streets.	In Progress	winter 2027 for IGA, work in summer of 2027
43	Update pavement management system grading/scoring of local streets to update/revise prioritization of needed maintenance, preservation and/or reconstruction	FY27	Summer/fall of 2026
FINANCIAL SYSTEM TRAINING & UTILIZATION			
44	Completion of improved Quarterly Financial reporting for multi-quarter, multi-year trending of key financial data and narrative highlights of key financial issues identified by staff.	FY26	New Accountant/CA Project for spring 2026

45	Continued training and expanded utilization of financial software (Springbrook) and associated tools.	In Progress	Payroll + Timesheets, AR implemented
DEBT SERVICE REVIEW & STRATEGY			
46	Consider formal review of existing debt service by financial consultant	FY28	Market conditions not conducive
FINANCIAL POLICIES & PROCEDURES UPDATE			
47	Develop formal polices within the existing Policy document framework for ending fund balance targets for each fund, set contingency level targets by fund	FY26	April/May 2026
48	Review and update Cost Allocation Policy and insure consistency with Financial Policies	FY26	April/May 2026
LONG-TERM (10yr) REVENUE NEEDS FORECAST			
49	Complete work on general fund revenue review	FY27	Per sub-committee recommendations
50	Continue review and recommendations with Revenue Sub-Committee on longer range revenue opportunities to provide long term stability across all four funds of the City.	Done	Complete Public Safety fee discussion and schedule diesel tax timeline