

CITY OF COBURG

DRAFT CITY COUNCIL GOALS & PRIORITIES WORK PLAN

Fiscal Year 2023-2024

Livability, Health & Vitality	Utilities, Equipment and Infrastructure	Operational Capacity	Fiscal Stewardship	Strategic Planning	Economic Development	Citizen Committees & Commissions
Continue to Improve Communication to Citizens Ongoing	Update to City Hall Façade FY 2023-24 Need Funding	Implement leadership training and team building at every level of City Ongoing	Maintain Fiscal Responsibility and contingency reserves in every fund Ongoing	Update Council Rules of Order FY 2023-24	Rebranding of City and Community utilizing new Logo FY 2023-24	Enhance Communications from Committees to Council Ongoing
Continue Staff Training in FEMA Ongoing	Carpet Replacement in City Hall FY 2023-24	Project Staff Capacity needed for Future Development of the City in Every Department - Ongoing	Purchase and Implement new Financial Software Not recommended at this time. Company has improved system and customer support. Huge cost when the existing system is working at acceptable level.	Planning for Emergency Drills with City Staff and Partners – 2022-23 Planning for City wide emergency faire to be held in park in earlier summer of 2023. All agencies to be involved.	Continue to invest and provide leadership and partnership in Oregon Main Streets Ongoing – Budget for 2024 Needs Council Discussion	Review and Update Committee Bylaws for consistency for all committees FY 2023
Continue Effort to Grow Citizen Response Team Ongoing – Covid Created challenge to this. Recruitment planned for Community Emergency Faire.	Lobby Redesign to create more attractive and welcome environment FY 2023-24	Continue Scanning Court Documents on an ongoing basis Ongoing	Maintain multi-level Fiscal oversight Ongoing – Depends on CA hire. If a CA has the ability to review financials then no-outside oversight is needed. If CA does not have financial experience then an outside CPA needs to be retained.	Planning and Implementation for Mutual Support with other Agencies Ongoing	Completion on Broadband availability Mapping of City FY 2023-24	Facilitate Work Parties and planning for projects for Park & Tree Committee Ongoing
Form Transportation Committee and continue to address transportation challenges in Coburg and planning for update to TSP FY 2023-24	Continue to update fleet in Public Works and Police as needed in order to ensure operational capacity, safety and financial feasibility - Ongoing	Update to Standard Procedures and Processes in Planning Department Ongoing	Conduct RFP for Banking Services Staff does not recommend. Key Bank is offering very acceptable services and the aspects of switching over banks is unnecessary at this time. Recommend removal Goals	Continue to Implement General Orders and Standard Court Operations as changes are needed Ongoing	Continued Investments and Partnership with Oregon Rain Staff does not recommend. Funds available should be going to support Mainstreets – More discussion on this is needed.	Education for Planning Commission on Land Use and other issues related to planning in Coburg and the State of Oregon Ongoing

Form a Citizen and Staff Committee to discuss and make recommendations for Diversity, Equity and Inclusion Policies for the City. FY2023	Purchase of Public Works service Truck FY 2023-24	Continue PW and PD Certification of staff on critical training elements Ongoing	Consider Purchase of Capital Project Tracking Software – Recommend Removal City adopted a Capital Project Policy and List in FY 2022. Public Works has tracking software and CIS offers free agility software.	Update Transportation Plan based upon recommendations of Transportation Committee – Grant Funding will be needed to complete TBD	Continue to Update Website to provide information to Citizens on city Services - Ongoing	Support to all Committee and Commission Goals by Staff Representatives Ongoing
Design and construction of Pavilion Park Plaza Summer/Fall of CY 2023	Analysis on PVE Water System for Future FY 2024 Needs to be completed but is not a priority ahead of other City work that is priority	Establish inventory system and storage for Water Department Parts in New Operations Center FY 2024	Timely applications for Capital Works Funding and reimbursement requests for capital project expenses. Ongoing – Reworded from FY 2023	Complete Storm Water Master Plan Pushed to FY 2023-24 due to capacity. Not an emergency but does need to be completed when we can schedule it.	Work with owners of property to the north of City Hall to attempt to establish additional parking for City Hall and downtown- FY 2023-24	Research for the Development of a Park & Recreation District Ongoing – Park Committee
Heritage Committee initial planning for Heritage Park Spring FY23/FY 24	Reduce Inflow and Infiltration into the Collection System Ongoing	Public Works Staff Training on Playground Safety inspections and Landscaping and Law Maintenance. FY 2023-24	Review and Update to All City Contracts as they come due Ongoing – Not sure this needs to be on list. This is an ongoing City operations requirement	Add Emergency and replacement inventory of equipment and supplies – Ongoing		Create Process for purchase and planning of future park land FY2024 – Park Committee
Planning for Park to be located in Coburg Creek FY 2024	Design and Construction of Macy Street and updates to N Harrison, Van Duyn and North Willamette. Summer/Fall 2023	Hire additional Public Works Operator for FY 2023-24	Successful Hire and Training of Finance Professional. FY 2023-24 – Recruitment and Interviews in February/March 2023	Review and address possible changes in the sign ordinance – FY 2023		Establish a community Volunteer Base for the Parks – Ongoing
Plan and Establish a Community Museum and safe storage for community artifacts and antiquities FY 2024	Continue preventative maintenance to streets – Sarah, Rustic, Shane, Miller Summer, 2023	Design monitoring plan for commercial site compliance as well as inflow and infiltration into collection system. FY 2023-24		Design of Social Media policy FY 2023-24		Update Committees on Council Adopted Goals and Priorities- Each Fiscal Year - Ongoing
Education to Community on Land Use and the Public Process - Ongoing	Construction Public Works Operations Buildings Summer/Fall 2023	Public Works Training on inspection of street projects FY 2023-24		Updates to Utility Ordinance FY2023-24		Involve Elementary School in Youth Heritage Program

						Ongoing – Heritage Committee
Design and Construction of Veteran Memorial Park in Norma Pheifer FY2023-24	Replace Septic Tanks at Premier RV Summer/Fall, 2023	Increase budget for Community Assistance Program to make funding available for towing of abandoned vehicles FY 2024		Research and Recommendation to Council for Codification of City zoning code, ordinances and resolutions. FY 2023-24		Training for Heritage Committee and involvement in the CLG Network Ongoing – Heritage Committee
Review Camping ordinance with recommended legal language regarding homelessness and camping. 2023-24	Planning and design for collector Street Improvements Begin July 2023 Construction in FY 23-24					Training on Master Planned Development criteria, and Application Types – Planning Commission – FY 2023-24
	Inspections and planning for tank maintenance and aging ongoing					Seek Funding for Identifying Historic markers Heritage Committee FY 2023-24
	Design and complete water projects for 2023-24 including well design, well building, update to SCADA System, Mainline replacement and transmission lines FY2023-24					Research historic district guidelines in other jurisdictions and make recommendations for zoning code updates Heritage Committee FY 2023-24
	Purchase Street Sweeper and Street Maintenance Equipment FY 2024					To Design and Conduction Community Survey on support and value to historic preservation in Coburg Heritage committee FY 2023-24
	Purchase Ballistic Shields for Patrol in the event of an active shooter incident FY2023-24					
	Discussion and design options for increasing safety of intersection at North Willamette and West Van Duyn					

	FY 2023-24					
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