



## MINUTES

### City Council Revenue Subcommittee Meeting

December 10, 2024 at 5:30 P.M.

Coburg City Hall

91136 N Willamette Street

**MEMBERS PRESENT:** Mayor Bell; Chair, Claire Smith, Cathy Engebretson

**MEMBERS ABSENT:** N/A

**GUESTS/STAFF PRESENT:** Adam Hanks, City Administrator

**RECORDED BY:** Madison Balcom, Administrative Assistant

#### CALL TO ORDER

Mayor Bell called the meeting of the City Council Revenue Subcommittee to order at 6:04 pm.

#### ROLL CALL

Mayor Bell called roll. All three appointed members present

#### AGENDA REVIEW

Mayor Bell announced the intention of this sub-committee meeting was to vote on a formal recommendation to be presented as part of the materials for the December 10, 2024 Council meeting agenda item on utility rate increases. This action was a request of Council from the November 26, 2024 Work Session to formalize what the sub-committee members presented less formally at that work session.

#### COMMITTEE BUSINESS

City Administrator, Adam Hanks presented a draft document containing a summary of the informal recommendations agreed upon by the sub-committee at the prior sub-committee meeting and noted that 4% was added to the original 0.9% to the TUF as a result of overall Council discussion at the November 26, 2025 work session for a total recommended TUF increase of 4.9%

#### COMMITTEE DISCUSSION

Sub-committee members agreed with the contents of the draft document, including the adjustment to the TUF. Councilor Englebretson motioned, with a second from Councilor Smith to make a recommendation to the full City Council for a 4% increase to the current water rates (excluding PVE), a 6% increase to current sewer rates and a 4.9% increase (4% general, 0.9% ENR cost index) to the Transportation Utility Fee (TUF). The Motion was unanimously approved.

**NEXT MEETING**

The next meeting dates will be determined at the start of the new year.

**ADJOURNMENT**

Ms. Bell adjourned the meeting at 5:50 pm.

**APPROVED** by the Revenue Subcommittee of the City of Coburg on this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Nancy Bell, Chair

**ATTEST:** \_\_\_\_\_  
Sammy L. Egbert, City Recorder