



**Coburg City Council**  
**Coburg Budget Committee Meeting**  
Tuesday, May 31, 2022 at 6:15 PM  
91136 N. Willamette Street  
Hybrid Meeting: In-Person or via Zoom

**PRESENT:** John Fox (Chair), Linda Kroeger (Vice Chair), Terry Dawson, Elise Landry, Jeffrey Milam, Todd Waters, John Lehmann (via Zoom)

**ABSENT:** Markus Alexander, Patty McConnell, Nancy Bell, Kyle Blain, Paul Thompson

**STAFF PRESENT:**

**Via Zoom:** Ray Smith, Mayor; Brian Harmon, Public Works Director; Larry Larson, Chief of Police

**In Person:** Anne Heath, City Administrator; Tim Gaines, Finance Director; Sammy Egbert, City Recorder

**RECORDED BY:** Angela Kern, Lane Council of Governments (LCOG)

**1. CALL TO ORDER**

Chair Fox called the meeting to order at 6:15 p.m.

**2. ROLL CALL**

Ms. Egbert called roll. A quorum was present.

**3. PUBLIC COMMENT**

Chair Fox called for public comment. There was none.

**4. PUBLIC HEARING: RESOLUTION 2022-23 A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES**

Chair Fox declared that this Oregon revised statute requires a public hearing be held by the budget committee, giving citizens the opportunity to discuss possible uses of the funds. He opened the hearing to the public at 6:16 p.m.

Mr. Gaines took the podium and provided a staff report.

Hearing no questions and no public testimony, Chair Fox closed the public hearing at 6:17 p.m. He reminded the Council that a second hearing was scheduled for June 14th, 2022 at the City Council Meeting.

#### **5. FOLLOW UP QUESTIONS AND REQUESTED INFORMATION FROM MAY 24, 2022**

Chair Fox called for follow up questions. There were none.

#### **6. PROPOSED FY 2022-23 BUDGET REVIEW**

Chair Fox called for discussion. Mr. Gaines indicated that a questionable drop in the Capital Assets from the Financial Condition from Audited Financial Statements sheet was due to a typographical error. Rather than \$19,419, 000, the correct figure was \$29,419,000.

Mr. Gaines added that the glossary of acronyms and abbreviations requested by Ms. Landry had been included at the bottom of the amended sheets.

Mr. Gaines presented his final sheet, *Large Decreases in Budget Year 2022-23*, and noted that the projects depicted had either been completed or moved to a different fund. As examples, he cited the Storm water Master Plan, which had been moved from the General Fund to the Street Fund; and the Bike Kiosk, considered completed as there were no further expenses associated with it. He mentioned that the Street Overlay/Reconstruction Project's 2023 cost had dropped to zero because it had been divided into smaller projects with their own associated costs.

#### **7. CONSIDER APPROVAL AND RECOMMENDATION TO COUNCIL FY 2022-23 FISCAL YEAR BUDGET**

Chair Fox called for a motion.

**MOTION:** Mr. Dawson moved, seconded by Vice Chair Kroeger, to approve the Budget for Fiscal Year 2022-23. The motion passed – 7:0.

#### **8. BUDGET COMMITTEE ANNUAL RECRUITMENT**

Chair Fox explained that the Budget Committee would recruit and review applications directly rather than City Council appointing them. Two applicants were up for review: current member Todd Waters and first-time applicant Laura Tryon.

Vice Chair Kroeger inquired as to how many positions were open. Ms. Egbert informed her that two openings were available as terms expired on June 20th, 2022. She noted that she had been unable to contact Mr. Thompson about renewing his term.

Chair Fox called for questions. Mr. Dawson asked Mr. Waters how he felt about the evolution of the process in his six years on the committee. Mr. Waters responded that he enjoyed the addition of the presentations by the departments and that having a physical copy was helpful.

Mr. Dawson asked applicant Tryon why she had applied for multiple councils and which she felt best suited to. She replied that with experience in finance, the Planning, Finance, and Budget committees were natural choices, while the Heritage Committee sounded enjoyable.

**MOTION:** Mr. Dawson moved, seconded by Milam, to recommend to the City Council that Laura Tryon be appointed to a three-year term expiring June 30th, 2025. The motion passed – 7:0.

**MOTION:** Mr. Dawson moved, seconded by Milam, to recommend to the City Council that Todd Waters be appointed to a three-year term expiring June 30th, 2025. The motion passed – 6:0:1. Mr. Waters abstained.

Before adjournment, Ms. Heath offered the committee the opportunity to comment on how Staff might improve.

Mr. Dawson expressed that he appreciated the slideshow presentation and written materials, but pointed out that having the department heads present personally helped to build and strengthen relationships.

Ms. Heath concurred, stating that most of the heads would be pleased to present. She reminded the Committee that the hybrid meetings called for a simplified format.

Mayor Smith asked if Mr. Dawson had any specific suggestions. Mr. Dawson suggested that the heads could give a summary, make their needs known, or present the department highlights. He reiterated that personal interaction built relationships. Mayor Smith concurred.

Ms. Heath inquired if there were any additions to the binder the committee would like to see. Mr. Dawson replied that he would not want the written reports to be reduced.

Chair Fox stated that the reduction in property values had come as a surprise and perhaps the staff could confer with the County in April to prevent surprises the following year. Ms. Heath assured him that the plan was to do so.

## **9. ADJOURNMENT**

Chair Fox adjourned at 6:43 pm.

**APPROVED** by the City Council of the City of Coburg on this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
, Budget Committee Chair

**ATTEST:**

\_\_\_\_\_  
Sammy L. Egbert, City Recorder

DRAFT