



## MINUTES

### Coburg Urban Renewal Agency

February 10, 2026 at 6:00 PM

Coburg City Hall

91136 N Willamette Street

**MEMBERS PRESENT:** Directors; Nancy Bell, Cathy Engebretson, John Lehmann, Jaymason Bouwman, Donnie Myers, Claire Smith (via ZOOM), Alan Wells

**MEMBERS ABSENT:** none

**GUESTS/STAFF PRESENT:** Adam Hanks, City Administrator; Sammy Egbert, City Recorder; Larry Larson, Coburg Police Chief

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

#### CALL TO ORDER

Director Bell called the Urban Renewal Agency meeting to order at 6:00pm.

#### ROLL CALL

City Recorder, Sammy Egbert called roll. A quorum was present.

#### AGENDA REVIEW

There were no changes. Ms. Egbert mentioned the copy of the financial report is attached.

#### PUBLIC COMMENT

There were no requests to publicly speak. There were no written statements received.

#### BUSINESS ITEMS

##### 1. Acceptance of Urban Renewal Agency Fiscal Year 2024-25 Audit

Mr. Hanks presented the audit, stating that the URA is a component unit of the city and not included in the city's budget, therefore it has its own audit. The primary function of the URA is to be the recipient of the tax increment financing for the urban renewal district boundary. Those funds are then moved from the URA to the city's wastewater fund to pay for approximately 40% of the city's debt service on wastewater. Hanks stated there are very few transactions, and the audit is pretty straight forward.

There were some questions from the directors, which Hanks answered.

**MOTION:** Director Bouwman, seconded by Director Myers, moved to accept the Urban Renewal Agency audit for Fiscal Year 2024-2025.

***The motion passed unanimously as 7:0, with Directors Bell, Bouwman, Engebretson, Lehmann, Myers, Smith and Wells voting affirmatively, none opposed.***

## **2. Financial Report**

Mr. Hanks went over the provided report. This is a six-month financial report for the URA and the expenditures are noted of when the revenue movement was done. Hanks noted that they are now going to move those funds as soon as they are available, shooting for the halfway year mark so they reflect in the January financial reports. There was also budget approval for consulting work that they are still in the process of procuring for URA specific consulting.

## **3. June 10, 2025 Urban Renewal Agency Minutes for Approval**

**MOTION:** Director Bouwman, seconded by Director Engebretson, moved to approve the minutes of the June 10, 2025 Urban Renewal Agency meeting for the City of Coburg, as presented.

***The motion passed unanimously as 7:0, with Directors Bell, Bouwman, Engebretson, Lehmann, Myers, Smith and Wells voting affirmatively, none opposed.***

## **ADJOURNMENT**

Director Bell adjourned the meeting at 6:14 pm.

**APPROVED** by the Coburg Urban Renewal Agency on this 9<sup>th</sup> day of June, 2026.

---

Nancy Bell, Mayor of Coburg

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