



## MINUTES

### Coburg Urban Renewal Agency Meeting

February 11, 2025 at 6:00 PM

Coburg City Hall

91136 N Willamette Street

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

**MEMBERS ABSENT:** none

**GUESTS/STAFF PRESENT:** Adam Hanks, City Administrator; Sammy Egbert, City Recorder; Larry Larson, Coburg Police Chief; Greg Peck, Finance Director; Umpqua Valley Financial (via ZOOM)

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

#### CALL TO ORDER

Nancy Bell called the Urban Renewal Agency meeting to order at 6:04pm.

#### ROLL CALL

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

#### AGENDA REVIEW

There were no changes to the agenda.

#### CITIZEN TESTIMONY

There were no request(s) made to publicly speak. There were no written statement(s) received.

#### BUSINESS ITEMS

##### 1. Minutes from June 11, 2024 Urban Renewal Agency

**MOTION:** Director Lehmann, seconded by Director Bouwman moved to approve the June 11, 2024 URA minutes as presented.

*The motion passed unanimously — 7:0.*

## **2. Urban Renewal Agency Comprehensive Financial Report (ACFR) for Fiscal Year ending June 30, 2024, by Umpqua Valley Financial**

City Administrator, Adam Hanks explained that the Urban Renewal Agency is a component unit of the city and is required to have a separate audit. Hanks also mentioned that Coburg's URA has very few transactions annually, making the audit pretty small and straight forward.

Steve Tuchscherer, with Umpqua Valley Financial, presented the fiscal year 2023-24 URA audit.

Mr. Lehmann asked about the potential of the URA not being required to be a separate entity. The auditors and Mr. Hanks explained the requirements and separate distinctions for the URA audit.

**MOTION:** Director Engebretson, seconded by Director Bouwman, moved to adopt the Urban Renewal Agency Comprehensive Financial Report for Fiscal Year ending June 30, 2024 as presented.

***The motion passed unanimously — 7:0.***

## **3. Finance Report**

Mr. Hanks briefly presented the six-month URA financial report for the current fiscal year.

### **FUTURE MEETINGS**

April 29	Budget Committee & URA
June 10	Urban Renewal Agency

### **ADJOURNMENT**

Director Bell adjourned the meeting at 6:29 pm.

**APPROVED** by the City Council of the City of Coburg on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Nancy Bell, Mayor of Coburg

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