



## MINUTES

### Coburg Budget Committee Meeting

April 21, 2026 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

**MEMBERS PRESENT:** Chair; Linda Kroeger, Vice Chair; Jaymason Bouwman, Cathy Engebretson, John Lehmann, Donnie Myers, Elise Landry, Angela Witty, Ed McGehee, Jeffrey Milam, Claire Smith

**MEMBERS ABSENT:** Terry Dawson, Alan Wells

**SPECIAL GUEST:** Mayor; Nancy Bell

**STAFF PRESENT:** Adam Hanks, City Administrator and Budget Officer; Sammy Egbert, City Recorder; Larry Larson, Coburg Police Chief; Mandy Balcom, Court Administrator; Karyssa Dubach, Accountant; Brian Harmon, Public Works Director.

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

#### CALL TO ORDER

Chair, Linda Kroeger called the Coburg Budget Committee meeting to order at 6:00 pm.

#### ROLL CALL

Ms. Egbert called roll.

#### WELCOME INTRODUCTIONS AND PROCESS OVERVIEW

The committee members and staff introduced themselves.

#### ELECTIONS OF CHAIR AND VICE CHAIR

Ms. Kroeger led the election of the committee's chair and vice chair positions. The committee nominated Linda Kroeger as chair, and Jaymason Bouwman as vice chair.

#### MOTION

Mr. Bouwman moved, seconded by Mr. Lehmann, to elect Linda Kroeger as chair.

***The motion passed unanimously as 10:0, with Bouwman, Engebretson, Kroeger, Landry, Lehmann, McGehee, Milam, Myers, Smith, and Witty voting affirmatively, none opposed.***

## **MOTION**

Mr. Lehmann moved, seconded by Ms. Engelbretson to elect Jaymason Bouwman as vice chair.

***The motion passed unanimously as 10:0, with Bouwman, Engebretson, Kroeger, Landry, Lehmann, McGehee, Milam, Myers, Smith, and Witty voting affirmatively, none opposed.***

## **PUBLIC COMMENT**

There was no public comment.

## **BUDGET MESSAGE**

Mr. Hanks reviewed the contents within the provided budget book. Hanks then presented the budget message and powerpoint, including financial stability, the balanced and slowly improving budget, the significant budget changes, budget assumptions, operating budget, fund elements, and budget overview. Mr. Hanks also briefly went over the recently approved Public Safety Support fee.

## **PROPOSED BUDGET FY2026-27 REVIEW**

- **General Fund**

Mr. Hanks went over the general fund revenues which include property taxes, franchise fees, municipal court fines, development fees, charges for services, transfer funds, Harrisburg PG IGA, and miscellaneous revenues. Hanks directed the committee to page 13, which shows the four-year trend for the general fund revenues. Hanks mentioned that the general fund is showing an upwards trend, in large part due to the Public Safety Support fee, and full year of the Parks and Open Space fee. Hanks then reviewed the general fund expenses and capital costs.

Hanks noted that they will discuss the state revenue sharing election, general fund follow-up, and fund overviews for the street, water and wastewater funds in the next meeting.

Ms. Witty asked if it was possible to receive this information in the excel format. Mr. Hanks said that it can be challenging, and his preference and typical process would be to get feedback and questions from the committee to come back and provide information and comparisons. Hanks stated that there would not be any formulas or extra data that comes with it and would only include the values. Mr. Hanks explained that it is possible but would need to be a formal request and motion of the budget committee.

Ms. Kroeger also asked if there will be a five-year projection. Mr. Hanks said that a three-year projection was provided, and anything past the three-year mark gets hard to predict.

**MOTION**

Mr. Milam moved, seconded by Ms. Witty, requesting a copy in Excel format of the financial tables for the FY27 proposed budget, in the proposed budget book pages 21-30.

***The motion passed as 9:1, with Bouwman, Engebretson, Kroeger, Landry, McGehee, Milam, Myers, Smith and Witty voting affirmatively, Lehmann opposed.***

Ms. Landry asked Hanks to clarify the relationship between the unappropriated fund balances and the fund balance targets, which Hanks briefly explained. Hanks stated that each fund has different cash flow periods and needs. Each fund balance target should match up with its business operations. Some funds have met the targets for a while, while the others were not always meeting them. The fund balance targets ensure a minimum unappropriated amount.

**FUTURE MEETINGS**

May 5, 2026 Coburg URA / Budget Committee Meeting

**ADJOURNMENT**

Ms. Kroeger adjourned the meeting at 7:50 pm.

**APPROVED** by the City of Coburg Budget Committee on this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Linda Kroeger, Chair

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