



MINUTES

Coburg Budget Committee Meeting

April 29, 2025 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Chair; Linda Kroeger, Vice Chair; Jaymason Bouwman, John Lehmann, Donnie Myers, Elise Landry (via ZOOM), Laura Tryon, Todd Waters, Jeffrey Milam, Alan Wells, Cathy Engebretson, Claire Smith

MEMBERS ABSENT: Terry Dawson

SPECIAL GUEST: Mayor; Nancy Bell

STAFF PRESENT: Adam Hanks, City Administrator; Sammy Egbert, City Recorder; Larry Larson, Coburg Police Chief; Greg Peck, Finance Director; Brian Harmon, Public Works Director; Mandy Balcom, Court Administrator; Megan Winner, Planning Director

TRANSCRIBED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

Chair, Linda Kroeger called the Coburg Budget Committee meeting to order at 6:12 pm.

ROLL CALL

Ms. Egbert called roll.

PUBLIC COMMENT

There were no request(s) for public comment.

FOLLOW-UP INFORMATION FROM APRIL 15, 2025 MEETING

1. Memo response to questions and requests from April 15, 2025 meeting

Mr. Hanks went through some of the questions that came up since the last meeting, and provided a memo with more information regarding those questions. He also mentioned some of the updates and edits in the budget book.

COMMITTEE BUSINESS

2. Public Hearing

RESOLUTION 2025-08 A RESOLUTION CERTIFYING THE CITY OF COBURG'S ELIGIBILITY AND ELECTION TO RECEIVE STATE SHARED REVENUES FOR FY 2025-26

Ms. Kroeger opened the public hearing at 6:20pm.

Mr. Hanks provided a staff report regarding State Revenue Sharing, and its uses in Coburg. There was no one signed up for public testimony. Ms. Tryon had a clarifying question regarding the date the resolution will be brought to council, which Hanks answered.

Ms. Kroeger closed the public hearing at 6:23pm.

3. Fund, Department, and Program Review

Mr. Hanks presented the budget PowerPoint, reviewing the focus areas that staff keeps in mind as they review the budget, staff allocation by fund, and the funds, departments, and programs breakdown within the budget. There were some questions regarding the department expenses and revenues, which Hanks helped answer.

Hanks said that the city is holding off on hiring 2 FTE positions, one in Police and one in Public Works. He also talked about additional fee opportunities, possible levy, and more. Hanks feels that the city is doing as good of a job as it can to control the costs that they can given the service levels that are expected and agreed upon. For provided services, the general fund is where most discretion lies, because other funds cannot be as easily modified.

4. Approval of the City of Coburg FY2025-26 Budget

MOTION: Ms. Smith moved, seconded by Mr. Bouwman to approve the budget for Fiscal Year 2025-26 as presented in the amount of \$12,112,045 and approve the property taxes for the 2025-26 Fiscal Year at the rate of \$3.7506 per \$1,000 of assessed value categorized as subject to general government limitation.

The motion passed unanimously as 11:0, with Bouwman, Engebretson, Kroeger, Landry, Lehmann, Milam, Myers, Smith, Tryon, Waters and Wells voting affirmatively, none opposed.

5. April 15, 2025 Budget Committee Minutes

MOTION: Mr. Bouwman moved, seconded by Mr. Myers to approve the April 15, 2025 Coburg Budget Committee meeting minutes as presented.

The motion passed unanimously as 11:0, with Bouwman, Engebretson, Kroeger, Landry, Lehmann, Milam, Myers, Smith, Tryon, Waters and Wells voting affirmatively, none opposed.

6. Budget Committee Appointment Recommendations

Ms. Egbert explained the budget committee recruitment and appointment process. There are two positions open on the committee, which the current members of those positions will not be continuing. They received two applications during the open recruitment, which were present at this meeting. Ed McGehee and Angela Witty introduced themselves to the committee and explained why they want to be on the budget committee.

MOTION: Ms. Engebretson moved, seconded by Mr. Bouwman to recommend Mayor Bell with the consent of the City Council appoint Ed McGehee and Angela Witty to a three-year term beginning July 1, 2025 through June 30, 2028.

The motion passed unanimously as 11:0, with Bouwman, Engebretson, Kroeger, Landry, Lehmann, Milam, Myers, Smith, Tryon, Waters and Wells voting affirmatively, none opposed.

ADJOURNMENT

Ms. Kroeger adjourned the meeting at 8:26 pm.

APPROVED by the City of Coburg Budget Committee on this _____ day of _____, 2025.

Linda Kroeger, Chair

ATTEST: _____
Sammy L. Egbert, City Recorder