



MINUTES

Coburg Finance/Audit Committee Meeting

January 28, 2026 at 5:30 P.M.

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Elise Landry; Chair, Terry Dawson; Vice Chair, Jeff Milam

MEMBERS ABSENT: none

GUESTS/STAFF PRESENT: Adam Hanks; City Administrator, Donnie Myers; City Council Liaison

TRANSCRIBED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

Chair, Elise Landry called the meeting of the Finance | Audit Committee to order at 5:29 pm.

ROLL CALL

Ms. Landry called roll.

AGENDA REVIEW

No suggested changes.

MINUTES APPROVAL

1. October 29, 2025 Finance Audit Committee minutes

MOTION: Mr. Milam moved, seconded by Mr. Dawson, to approve the October 29, 2025 Finance Audit Committee minutes as presented.

The motion passed unanimously as 3:0, with Dawson, Landry, and Milam voting affirmatively, none opposed.

COMMITTEE BUSINESS

2. URA Annual Financial Report for Fiscal Year 2025

Mr. Hanks gave a brief review of the packet materials. He explained that the city decided not to have the auditors present the audit report this year and instead present it themselves and go over any areas of question. The city's request was to have the audits by December 31st, which did not end up happening and was turned in mid-January. Hanks mentioned the idea of going out for another auditor, but that poses the risk of losing the current ones. Hanks also stated that the single audit has a different due date and is not yet complete.

Hanks noted that the URA has roughly 3 years remaining before closing out, unless Council decides to shift anything.

3. City Annual Financial Report for Fiscal Year 2025

Mr. Hanks briefly went through some of the main sections in the audits, and the process on the city side. Hanks said the audits were pretty straight forward, and there were no issues or points of concern. Committee members had some questions as they reviewed the audit documents, which Hanks answered.

The URA and City audits have been reviewed and have recommended acknowledgement by the Finance Audit Committee.

MOTION: Mr. Dawson moved, seconded by Mr. Milan, to recommend the acknowledgment of the City Financial Report and URA Financial Report by City Council.

The motion passed unanimously as 3:0, with Dawson, Landry, and Milam voting affirmatively, none opposed.

CITY UPDATES

4. City Administration Report – January 2026

This report was provided. They discussed some future or possible future projects, and upcoming meetings and agenda items for council. There were no further questions.

Mr. Hanks mentioned that budget meetings will fall in April and May. The next meeting date is still to be decided. Mr. Hanks will coordinate with the committee and what works best with the budget schedule.

ADJOURNMENT

Ms. Landry adjourned the meeting at 7:03 pm.

APPROVED by the Finance Audit Committee of the City of Coburg on this 27th day of May, 2026.

Elise Landry, Finance Audit Chair

ATTEST: _____
Sammy L. Egbert, City Recorder