



**MINUTES
COBURG BUDGET COMMITTEE**

May 22, 2018 – 7:00 P.M.
Coburg City Hall
91136 North Willamette St.

MEMBERS PRESENT: Ray Smith, Mayor; Linda Kroeger, Chair; Nancy Bell, Patti Gianone, Patrick Kocurek, Jeffrey Milam, Chris Page, Paul Thompson, Todd Waters

MEMBERS ABSENT: Terry Dawson, Steve Stearns, Sharon Taylor

STAFF PRESENT: Sammy Egbert, Coburg City Recorder; Brian Harmon, Coburg Public Works Director; Anne Heath, Coburg Finance Director/City Administrator; Jeff Kernan, Coburg Planning Director

1. CALL TO ORDER

Chair Kroeger convened the City of Coburg Budget Committee (CBC) meeting at 7:00 p.m.

2. ROLL CALL

Ms. Egbert called the roll and stated a quorum was present.

3. ADDITIONS/CHANGES/DELETIONS TO THE AGENDA

There were no additions/changes/deletions to the agenda.

4. PUBLIC COMMENT

There was no public comment

5. PUBLIC HEARING

RESOLUTION 2018-08 A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

Chair Kroeger opened the Public Hearing at 7:01 p.m.

Ms. Heath offered the Committee a report on Resolution 2018-08

Chair Kroeger closed the Public Hearing at 7:04 p.m.

6, 7, 8, 9. GENERAL DISCUSSION/BUDGET RECOMMENDATION TO CITY COUNCIL

Ms. Gianone wondered how the City ended up with \$500,000 in the beginning fund balance for the street budget.

Ms. Heath answered that currently, the street budget had reserved System Development Charges (SDCs).

Mr. Milam asked if there was a state-share revenue portion to the transportation package.

Ms. Heath said that Coburg did receive state tax revenues which were based on per capita City numbers.

Ms. Gianone moved, seconded by Ms. Bell, to approve the 2018-19 Budget, and recommend the budget to City Council for adoption. The motion passed unanimously 8:0.

10. DISCUSSION OF BUDGET COMMITTEE APPOINTMENTS AND BYLAWS

Chair Kroeger announced that the City attorney was not yet ready to bring back the CBC's recommendations as per CBC appointments and bylaws.

Ms. Heath reported that the majority of neighboring cities do not have bylaws, but Coburg did have them. She said the attorney's concern surrounded policy and statutes, and how to blend together those two in an appropriate manner.

Mr. Smith asked if the City notified each CBC member whenever there was an appointment.

Ms. Heath said that was correct.

Mr. Smith wondered how to document this kind of thing when it happens in the future.

Ms. Bell felt the issue at hand was whether or not CBC members were comfortable being the recommending body to Council for CBC appointments.

Mr. Smith said the way it was now as per City bylaws, the committees are responsible for vetting potential new members. He also pointed out if a committee was to hold a special meeting concerning an applicant or applicants to said committee, Council would not have to go through an interview process, because it would have been done at the committee level.

Mr. Thompson asked if staff thought it was approximately 50% of the time that there was only one applicant to a committee at a time.

Ms. Egbert said it was more like 80%.

Mr. Thompson suggested an interview process would only have to be conducted when there was more than one applicant.

Mr. Page asked the Coburg Budget Committee how they felt about a special meeting to interview potential applicants.

The CBC offered their consensus as per a special meeting.

Mr. Waters asked if there were specific questions that needed to be asked during an interview.

Ms. Egbert said there was a questions template, but there were no required questions.

11. APPROVAL OF:

- **May 1, 2018 Budget Committee Meeting Minutes**

Mr. Waters pointed out a misspelling of his name in the May 1, 2018 minutes.

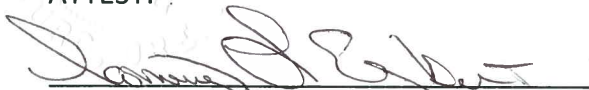
Ms. Gianone moved, seconded by Mr. Waters, to approve the May 1, 2018 meeting minutes, as amended. The motion carried unanimously 8:0.

12. ADJOURNMENT

Chair Kroeger adjourned the meeting at 7:52 p.m.

APPROVED by the Budget Committee of the City of Coburg this 23rd of April, 2019.

ATTEST:



Sammy L. Egbert, City Recorder


Linda Kroeger, Chair