



MINUTES

Coburg Budget Committee

April 21, 2015 - 6:30 P.M.

Coburg City Hall

91136 North Willamette – Coburg

MEMBERS PRESENT: Sharyl Abbaspour, Jerry Behney, Terry Dawson, Patrick Kocurek, Colleen Marshall, Jeffrey Milam, Stephen Perry, Ray Smith, Steve Stearns, Members; Jae Pudewell, Mayor

MEMBERS ABSENT: Linda Kroeger, Don Nelson

STAFF PRESENT: Petra Schuetz, Bob Butler, Anne Heath, Mandy Malcom, Larry Larson,

RECORDED BY: C. Daniel Lindstrom

1. CALL TO ORDER

With the absence of Chairperson Linda Kroeger, one-time Vice Chairperson Terry Dawson called the meeting of the Coburg Budget Committee to order at 6:30 p.m. Minutes Recorder Daniel Lindstrom called the roll, noted the absence of Linda Kroeger and Don Nelson, and stated that a quorum was present.

Member Dawson noted that a Revised Agenda for the meeting had been distributed at the beginning of the meeting and stated that the Committee needed to appoint a new Vice Chairperson.

Member Colleen Marshall nominated Terry Dawson as Vice Chairperson of the Committee. There being no further nominations, Member Dawson was elected Vice Chairperson unanimously by acclamation/default.

Members introduced themselves, including their previous service on the Committee.

2. BUDGET MESSAGE

Coburg Finance Director Anne Heath delivered the annual Budget Message, using an effective Power Point presentation with a printed copy, as follows:

- Listed fiscal year 2014-15 financial accomplishments.
- Reviewed the annual budget process.
- Explained budget categories and funds.
- Identified current and future anticipated categories of revenue sources.
- Presented Council, Administration, Planning, Development, Police, Court, and Public Works 2015 priorities.
- Reviewed Capital Outlay, Inter-Fund Transfers, Overhead Allocations, Inter-Fund Loans, Inter-Agency Loan, Debt Service, and Local Improvement elements of the proposed 2015 Budget.

Members engaged Ms. Heath and Department Heads in a period of questions and answers based on the presentation, including topics, as follows:

- Allocations and transfers
- Building Fund
- Current relevant state legislation in process
- Payback of previous \$50,000 loan from the Local Improvement District to the General Fund
- Methods of loan paybacks
- Water Master Plan
- Retention of employees

3. MINUTES

Colleen Marshall requested that the term "Service Development Charge" included in paragraph one on page two of the minutes of the January 27, 2015, meeting be changed to "Systems Development Charge." Vice President Dawson determined that there were no objections.

Member Ray Smith moved, seconded by Member Colleen Marshall to accept the minutes of the January 27, 2015, meeting of the Budget Committee, as amended. The motion was adopted unanimously, 8:1:0, with member Steve Stearns abstaining from voting because he had not been a member of the Committee at the time of the meeting.

Vice Chairperson Dawson announced that the next meeting of the Budget Committee would be held on May 5, 2015, at 6:30 p.m.

City Administrator Petra Schuetz distributed, without comment, copies of documents entitled "Lane County Vehicle Registration Fee Fact Sheet" and "Frequently Asked Questions."

The meeting adjourned at 8:00 p.m.

ACCEPTANCE

Approved: May 5, 2015

Yes: 11 No: 0 Abstained: None


Terry Dawson, Vice Chairperson

Attest:


Sammy L. Egbert, City Recorder