



MINUTES

City Council Revenue Subcommittee Meeting

October 24, 2024 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Mayor Bell; Chair, Claire Smith, Cathy Engebretson

MEMBERS ABSENT: N/A

GUESTS/STAFF PRESENT: Adam Hanks, City Administrator

RECORDED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

Mayor Bell called the meeting of the City Council Revenue Subcommittee to order at 6:04 pm.

ROLL CALL

Mayor Bell called roll. All three appointed members present

AGENDA REVIEW

No Changes proposed or made

COMMITTEE BUSINESS

City Administrator, Adam Hanks recapped the prior sub-committee meeting with a review of the sub-committee's three phase approach and timeline indicating that this meeting is intended to result in the formulation of a formal recommendation on the utility rates phase of the revenue review.

COMMITTEE DISCUSSION

Sub-committee members discussed the key financial indicators driving the need for additional revenue in the City's three utility funds (water, wastewater and streets), primarily the downward trend of ending fund balances in all three funds, most significantly in the wastewater fund. Committee members agreed with staff that a complete rate methodology review and change in rate structure to improve consumption rate blocks and review the rate modeling

between residential and commercial/industrial customer classifications would be better to do in one or two years from now in conjunction with the master plan update processes so that accurate capital project funding needs could be built into the updated model. The Committee agreed with the staff proposal for 4% water rate increase, 6% wastewater rate increase and to utilize the ENR construction cost index referenced in the original TUF creation resolution as a prudent annual adjustment mechanism, which was 0.9% for November of 2024 and also agreed that this recommendation would be presented to Council as part of the November work session scheduled for November 26, 2024.

The committee briefly discussed the potential revenue options that will be discussed in more detail with the phase II component of the committee's work focused on the general fund, which includes a Parks and Open Space Fee, a Public Safety Support Fee (Police), increase to the Tree Fee, a local option levy for either Parks or Police among other options that will be discussed and considered in the next two sub-committee meetings.

NEXT MEETING

The next meeting was tentatively scheduled for December 10, 2024 at 5:30 PM.


ADJOURNMENT

Ms. Bell adjourned the meeting at 8:10 pm.

APPROVED by the Revenue Subcommittee of the City of Coburg on this 11th day of March, 2025.



Nancy Bell, Chair

ATTEST: 

Sammy L. Egbert, City Recorder