



**Joint City Council & Budget Committee
Work Session Meeting Agenda**

**Tuesday, October 28, 2025
6:00 p.m. – Joint Work Session Meeting**

Welcome! The public is strongly encouraged to participate remotely but there is seating at Civic Hall for those who are not able to participate remotely. However, if you are not feeling well, please stay home and take care of yourself.

*You can live broadcast the City Council Meeting on cable channels Xfinity 11 and 331,
Frontier 29 or webstream here:*

mcm11.org/live

JOINT WORK SESSION:

You may join online via Zoom Webinar Meeting:

<https://mcminnvilleoregon.zoom.us/j/87967712451?pwd=Uh4KkbVKIS4UctT4OKJONd1TaxCzTu.1>

Or you can call in and listen via Zoom: 1-253- 215- 8782

Webinar ID: 879 6771 2451

**6:00 PM – JOINT CITY COUNCIL & BUDGET COMMITTEE WORK SESSION – VIA ZOOM AND SEATING AT
CIVIC HALL**

1. MAYOR MORRIS CALLS JOINT MEETING TO ORDER
2. JOINT WORK SESSION – COUNCIL AND BUDGET COMMITTEE. BUDGET FORMAT AND PROCESS FOR FY26-27
3. MAYOR MORRIS ADJOURNMENT OF JOINT MEETING



STAFF REPORT

DATE: October 21, 2025
TO: Mayor and City Councilors
FROM: Katie Henry, Finance Director
SUBJECT: Work Session: Finance – Budget Process & Format

Report in Brief: With the implementation of new budget software and transitions in leadership, it is a good time to re-evaluate the budget process and the format of our Budget Book.

Background:

Much of the budget process for Oregon cities is defined by law in ORS Chapter 294. We will do a brief overview of the budget law basics so that everyone is familiar with the requirements as we head into the discussion. We will also go over the budget process.

We would like to take some time for discussion on the calendar for budget meetings. There have been some requests to spread out the meetings and it is important for us to get the input of as many committee members as we can, both council and citizens, so that we can plan accordingly. This will also impact the structure of questions and answers that we will discuss in order to better prepare than in previous years.

The final section of the presentation will focus on what Council and Budget Committee want from both the budget document and the department presentations. We would greatly appreciate a back and forth discussion during this work session so that we can get everyone's input in order to structure the best budget season for the preparation of the FY2026-27 budget as possible.