



**City of Gresham Finance Committee
Wednesday, February 15, 2023, 7:00 p.m.
Zoom Meeting Minutes**

Finance Committee Members Present:

Claire Lider
Sue O'Halloran
Nick McWilliams
Dave Dyk, Chair
Jan Baker
Rusty Allen
Theresa Tschirky, Vice-Chair

Finance Committee Members Absent:

Council Liaison in Attendance:

Janine Gladfelter

Staff Members in Attendance:

Sharron Monohon, Director of Budget & Finance
Susan Brown, Finance & Accounting Services Manager
Elizabeth McCann, Budget Manager
Gatlin Hawkins, Guest Speaker

Christina Ott (Recording Secretary)

1. Convene Meeting

The meeting was convened by Chair Dyk at 7pm.

2. Public Comment

None

3. Fiscal Year 2021/22 Annual Financial Audit Report

Mr. Hawkins began with his presentation.

"Presentation can be seen as a part of Attachment A."

Mr. Hawkins opened it up to questions and comments from the committee.

Chair Dyk asked if Mr. Hawkins reviews the audit reports from the sub-recipients of the City of Gresham such as the non-profit organizations as part of their procedures.

Mr. Hawkins replied that it depends on the award granted. Each federal entity is responsible for identifying which specific compliance requirements must be tested. When monitoring is required, we review a sample of the subrecipients and payments made to them, and the monitoring procedures. We look at the risk assessment to determine what level and how deep the city's monitoring should go for those recipients, as well as make sure they have performed at least some basic level types of monitoring activities, which includes the subrecipient audit report.

Ms. Brown added we also do an onsite review by sending staff members to a few subrecipients selected in a rotation.

4. Annual Comprehensive Financial Report Review

Ms. Brown began with her presentation.

“Presentation can be seen as a part of Attachment A.”

Ms. McCann explained the differences regarding PERS information between the audit, which is based on June 30th, and the PERS valuations used in rate setting, which are based on December 31st. She indicated that the upcoming budget will reflect rates that incorporate changes that occurred between June and December.

Ms. Brown added that there is always a time lag, as these statements look backwards while budgets look forward.

5. Long-Term Financial Roadmap Update

Ms. Monohon gave some updates from the Financial Roadmap:

- The recent work session on January 17, 2023 included discussion on a possible levy proposal. Topics of discussion related to percent allocations and the need for more clarity on how much of the levy would go towards the existing shortfall within the General Fund versus adding new functions and programs

- During the February 7, 2023 meeting, follow up discussion focused on the percentage allocations and discussion of oversight review committee. Council was in favor of moving forward with a proposal on the May ballot, pending a formal vote scheduled for February 21, 2023

- if formal vote passes, the levy will be officially submitted to the county in mid-March, and then go onto the ballot in May, election laws will kick in and restrictions will be put on for discussion on the proposed levy where facts and figures can be given but no advocacy

Ms. Tschirky asked if she can use her ability as a normal citizen to advocate for it rather than the ability of being on the Finance Committee to advocate for the proposed levy.

Ms. Monohon responded that it would be best to clarify with the City Attorney.

Chair Dyk added that there is a helpful PDF made on the State of Oregon website that gives commentary on things that can and can't be said by public officials during these times.

Ms. Monohon continued with her updates:

- discussion on fees is still underway, with no clear direction yet whether flat rate or tiered rate will be going forward
- reminded the committee that deferring action on a levy until the November election would defer revenues until the following fiscal year (2024/25)

Chair Dyk asked if Council didn't get agreement at the planned meeting, would there be additional meetings to be able to get details worked out for everyone.

Councilor Gladfelter responded that we should have as many meetings as we need. This is very important work on a very strict time schedule. We don't schedule meetings just to have meetings, but if we need them to get the work done then we will make sure they happen.

Chair Dyk asked about the reporting mentioned in the ballot measure and if any other cities in Oregon were doing something similar, especially if there was a template to use for reporting.

Ms. Monohon responded that Gresham-Barlow School District may have provided some reporting on their bond and how funds were used, and that this was a topic to look into further. She also mentioned that there is a regular meeting with finance directors from similar sized cities, and she would check in with them.

Ms. Baker asked where the wording of the levy could be viewed.

Ms. Monohon responded that it can be viewed on the Council Agenda packet for the February 21, 2023, meeting.

6. Project Updates

Ms. McCann showed the reports that are being published providing basic budget reporting on the city's website and Facebook page.

The Committee gave suggestions and feedback regarding the reports.

Ms. Monohon shared that the State of the City address is scheduled for March 8, 2023, at 6pm at Sam Barlow High School.

7. Committee Business

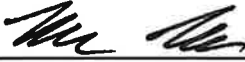
The new member of the Finance Committee is scheduled for appointment at the Council meeting on February 21, 2023.

8. Good of the order

None

9. Meeting Adjournment

The meeting was adjourned by Chair Dyk at 8:23pm. The next Finance Committee meeting will be on March 15, 2023, at 7pm.



Dave Dyk, Chair



Christina Ott, Recording Secretary