

**City of Gresham Finance Committee
Wednesday, January 15, 2025, 7:00 p.m.
Zoom Meeting Minutes**

Finance Committee Members Present:

Mike Schultze, Vice-Chair
Theresa Tschirky, Chair
Rusty Allen
Jan Baker
Nick McWilliams

Finance Committee Members Absent:

None

Council Liaison in Attendance:

Janine Gladfelter

Staff Members in Attendance:

Elizabeth McCann, Director of Budget & Finance
Susan Brown, Finance & Accounting Services Manager
Gatlin Hawkins, Partner, Isler CPA

Christina Ott (Recording Secretary)

1. Convene Meeting and Roll Call

The meeting was convened at 7pm by Chair Tschirky.

2. Public Comment

None

3. Meeting Minutes – December 18, 2024

There was a motion made by Ms. Baker and seconded by Mr. Allen to:

“Approve the December 18, 2024 Meeting Minutes as presented.”

Motion passes unanimously.

4. 2025 Finance/Budget Committee Calendar

Ms. McCann began by sharing topics that could be discussed over the course of the next year. All topics are tentative and subject to change.

- January: Fiscal Year 2023/24 Audit Report
- February: Annual Council Compensation Review
- March: Capital Improvement Program Review
- April: Cancellation of the Finance Committee Meeting in lieu of the Budget Committee.
- May: Investment Performance Report (Spring)
- June: Investment Policy Review
- July: No topics scheduled; however Vice-Chair elections will take place
- August: no topics scheduled
- September: Financial Sustainability topics
- October: Supplemental Budget Review
- November: Investment Performance Report (Fall) and Annual Property Tax Updates
- December: No topics scheduled

Chair Tschirky asked if during the financial sustainability topics there any inclusion of the financial policies would be that Ms. Monohon has been working on.

Ms. McCann responded that there is nothing on the agenda yet, but Ms. Monohon is continuing to work on the policy update and it will be scheduled as the work progresses.

5. Fiscal Year 2023/24 Annual Financial Audit Report

Mr. Hawkins began with his presentation.

Mr. Hawkins then opened it up to the Finance Committee for questions and comments. There were no questions or comments.

6. Annual Comprehensive Financial Report Review

Ms. Brown Began with her presentation.

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

Ms. Brown then opened it up to the Finance Committee for questions and comments. There were no questions or comments.

7. Project/Other Updates

Ms. McCann began sharing some updates with the committee.

- Upcoming Request for Proposals, the first one being for investment advisor services and the other being for audit services. Ms. Brown's group will facilitate both those processes. Staff is will be requesting for a volunteer from the committee to assist in the review process for each of the Request for Proposals.
- Applications are being accepted for the 2 vacancies of the Finance Committee.
- Applications are being accepted for the Public Safety Levy Advisory Committee. Up to 3 members of the Finance Committee can be included in the membership of this committee.

8. Committee Business

Chair Tschirky reminded the committee that the February meeting will include annual Council Compensation review process. She will share any information that she gathers regarding other jurisdiction's compensation as context for Gresham's process.

9. Good of the order

None

10. Meeting Adjournment

The meeting was adjourned by Chair Tschirky at 7:49pm. The next Finance Committee meeting will take place on February 19, 2025 at 7pm.


Theresa Tschirky, Chair


Christina Ott, Recording Secretary