

City of Gresham Finance Committee
Thursday, September 26, 2024, 7:00 p.m.
Zoom Meeting Minutes

Finance Committee Members Present:

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

Finance Committee Members Absent:

Council Liaison in Attendance:

Janine Gladfelter

Staff Members in Attendance:

Sharron Monohon, Director of Budget & Finance
Elizabeth McCann, Budget Manager
Chris Strong, Transportation Division Manager
Sarah Kirk, Budget Analyst
Sagun Pokharel, Budget Analyst

Christina Ott (Recording Secretary)

1. Convene Meeting and Roll Call

The meeting was convened at 7:01pm by Chair Tschirky.

2. Public Comment

None

3. Fleet & Transportation – Property Purchase & Relocation

Mr. Strong began with his presentation.

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

Ms. Monohon added the next steps related to funding for this project.

They then opened it up to the committee for questions.

Ms. Baker asked for some background on the building's construction year and the population of Gresham at that time.

Ms. Monohon replied that it was built in 1992. She didn't have the population number available but speculated that it may have been as low as 30,000 residents. (Editorial note – the population was between 30,000 and 40,000 for much of the 1980's then rapidly grew for several years as mid-county annexations occurred.)

Mr. Schultze commented that without this project, it forces you to maximize space rather than time and efficiency to get the work done, and this project is certainly something that needs to be investigated.

Mr. McWilliams commented that he was able to pull up data showing Gresham's population in 1992 was about 73,000 residents and the current population is about 110,000 residents. He also asked what services fell under fleet and what services fell under transportation.

Mr. Strong responded, fleet is responsible for maintaining and servicing city owned vehicles including Fire, Police, and Public Works. Transportation oversees everything on the road system including pavement marking signage, traffic signals, and crosswalks.

Ms. Monohon commented that the space issues at the operation center have been under consideration for a long time. One question has been what services would relocate to the new location and what do you lose by separating groups when moving to that new location. One of the pluses about this location is being so close by to the current Operations Center. Also the combination of transportation and fleet provides synergy between those two groups that would help in coordinating the functionality of any weather or emergency conditions. This can improve keeping the roads passable and getting the vehicles that you need to get out and address those circumstances.

Mr. Strong added that of the 5 groups that are in the current location, transportation is by far the largest in terms of staffing and equipment. By moving them to the new location, it allows us to think through on how to better use the current space or plan for future needs.

Mr. McWilliams inquired about whether we have any sense of the magnitude of the efficiency gains in terms of what we can expect to see.

Mr. Strong outlined that there are 3 different groups. Fleet, Signals, and Transportation Operations. Fleet has pretty good space right now; this project would make their space a bit bigger. We do have to shuffle some vehicles around right now, which is not too bad, but it will give us better room to accommodate the people we have and the growth we anticipate. The

signals team have good, leased space right now. If it wasn't for exterior factors going on right now, more than likely it would stay at the same space.

Mr. Strong continued, stating the biggest benefit we would see would be for transportation. That department is split between 2 offices and very constrained. The supervisor room has 4 staff members that share an office, and the crew room was adapted from something else in the back of the building removed from the supervisory staff. When seasonal employees are added for part of the year, there is not enough space. The Sign shop is at a different location entirely, and there is enough space for equipment, but it makes it a challenge for parking. The new location can be expected to allow enough supervisory and crew room space and enough room for all the equipment and still allow for some growth in the future. It'd be hard to monetize it at the current level of planning.

4. Fiscal Year 2024/25 Supplemental Budget #1

Ms. McCann began with her presentation.

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

Chair Tschirky asked about the Rockwood Village Apartments Grant, and the relationship with the city in securing these funds.

Ms. McCann stated they had identified the grant but were not eligible to apply for it directly as they are not a governmental or nonprofit agency, and those were the only entities eligible to acquire the funding. They've been doing a lot of the work, and we are helping by facilitating the funds and by making sure they are complying with the grant terms.

Ms. McCann continued.

Mr. McWilliams asked regarding the funds for Gradin Sports Park.

Ms. McCann stated most of the funds were ARPA dollars that Council had not yet allocated to any project. When we built the budget, knowing we are on a timeline to spend it all, we appropriated the entire balance of ARPA dollars pending Council's allocation of those funds.

Mr. McWilliams asked if the ARPA funds were not allocated as a backstop in case the levy didn't pass and they would have been used to fill the hole in the budget.

Ms. McCann replied that was not the case. She explained that ARPA funding comes with restrictions, and while a portion of it could be used however needed, most of the funding needed to fall within a certain set of categories that were allowable under the act, such as Pandemic Response and Rehiring Staff. We have used the full amount of non-categorical

funding, the rest of the funding that we must use before the end of the year now needs to relate to a project within the categories.

Mr. McWilliams still had some hesitation regarding the project for fleet and transportation. He showed concern about how far in the future it would take to break even on the building and the amount of time it would take and felt there needed to be some caution when discussing the project further.

Ms. Monohon and Ms. McCann acknowledged his concern and indicated that there would be further information at an upcoming meeting. As it stands now, the programs (operating out of the current Operations Center) can do the work they need to do, but in the future, there will need to be some changes if they are to continue to keep up with the city's operational needs.

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

“Recommend that Council approve the Supplemental Budget #1 for FY 2024/25 as presented by staff.”

Vote passes unanimously.

5. Project Updates

Ms. Monohon mentioned current and upcoming projects including the need for a recruitment process to fill existing Finance Committee vacancies. She also mentioned that work continues to review ARPA spending to ensure funds are deemed obligated before that deadline. Work is underway on several Fire-related projects such as station modification improvements, consultant evaluations, and more, including planning in advance of discussions related to the future of the three cities contracts.

Ms. McCann added that there have been discussions regarding potential dates for next year's Budget Committee meetings. She also mentioned that work continues towards the new timekeeping system.

6. Committee Business

Ms. Baker asked about the group that was going to oversee monitoring the levy.

Ms. Monohon responded that it will be up to Council to decide on the members of the committee. Based on previous discussions, it will most likely be a hybrid committee that will have a few people from the Finance Committee as well as others. It is unclear just yet what and when the exact selection will be.

Councilor Gladfelter gave thanks to the Finance Committee for asking very thoughtful questions and being diligent as to where the City's funds are going. She also shared that it is worthwhile to view the city updates on the website as it relates to the fire project.

7. Good of the order

None

8. Meeting Adjournment

The meeting was adjourned by Chair Tschirky at 8:11pm. The next Finance Committee meeting will be held on October 16, 2024 at 7pm.


Theresa Tschirky, Chair


Christina Ott, Recording Secretary