

**City of Gresham Finance Committee
Wednesday, July 19, 2023, 7:00 p.m.
Zoom Meeting Minutes**

Finance Committee Members Present:

Claire Lider
Mike Schultze
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
Elizabeth McCann, Budget Manager

Christina Ott (Recording Secretary)

1. Convene Meeting and Roll Call

The meeting was convened by Chair Dyk at 7pm.

2. Meeting Minutes for May 17, 2023

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

“Approve the meeting minutes as distributed.”

Motion passes unanimously.

3. Public Comment

None

4. Election of Vice-Chair

Ms. Monohon began by going over the rules and guidelines of how the Chair and Vice-Chair positions are elected. The Vice-Chair position is elected in odd number calendar years and the

Chair is elected in even number calendar years. Both terms last for 2 years. According to the City's code, the same individual should not serve in the same leadership position for more than two terms. Ms. Tschirky is currently serving as Vice-Chair and is eligible to serve another term as she has only served one term thus far.

Ms. Monohon mentioned that several committee members have terms that have now reached the end of their officially appointed term. Ms. Lider's reappointment was approved at the June 6th Council meeting. Since the other committee members have served on the committee longer, we are still working through the application and appointment process for those positions. In the meantime, those members of the committee may continue to participate and serve on the committee until an action has been taken to officially fill the positions.

Ms. Baker asked if there would be any restrictions on voting for a committee member for Vice-Chair this year and then voting for that same person for Chair next year.

Ms. Monohon replied that there were no restrictions on voting that way.

There was a nomination made by Ms. Baker and seconded by Ms. Lider to:

"Appoint Ms. Tschirky for Vice-Chair of the Finance Committee"

Ms. Tschirky is willing to serve.

Nomination passes unanimously. Ms. Tschirky has been appointed Vice-Chair.

5. Long-Term Financial Roadmap Update

Ms. Monohon began sharing some updates regarding the Financial Roadmap.

- At the June 6th Council meeting, there was discussion regarding a proposed set of actions to balance the budget since the levy did not pass. Actions included: retaining the existing positions that were in the budget; removing any new positions that would have been funded by the levy; implementing a few targeted reductions; extending the temporary increase to the Police, Fire and Parks fee at the \$15 level for another year; and allocating the use of \$3.2 million of ARPA funding. Council agreed with the overall balancing recommendation.
- This plan was adopted by the Council as part of the budget adoption process at their June 20th meeting. The short timeline for some of the steps was necessary to meet fiscal year deadlines, as well as to ensure that the billing process and associated revenue collection was not interrupted.
- At the Council meeting on July 18, follow-up information was provided regarding some

- questions that were raised at the June 6th meeting, including clarification regarding various outside funding options.
- There was also a presentation and discussion regarding voter turnout and post-levy analysis, including some initial feedback from voters and some takeaway information that can be used in the future.
 - Key points included differences in voter turnout and the potential negative impacts from the county measure that was on the ballot. Additional information of note in the consultant's presentation included comments regarding the relationship between public safety funding and the Multnomah County DA's Office, as well as confusion on the future of the Police, Fire and Parks fee.
 - When considering another ballot measure, the suggestion from the consultant was that waiting until a 2024 election was recommended. Council was also reminded, however, that there is a difference in revenue timing as a measure in May 2024 would bring in revenue a year earlier than a measure in November 2024.

Ms. Baker asked if there was a way to see how various areas of Gresham voted.

Ms. Monohon responded that the presentation provided to Council included the results by area. Overall, there seemed to be a fairly uniform vote across the City.

Ms. McCann said there is data available on the Multnomah County website if you want to see detailed results.

Ms. Baker noted it would be interesting to study that information to see where the future energy and outreach needs to be focused.

Ms. Monohon highlighted additional comments shared by the consultant:

- The coalition that we had and the diverse groups that came together to support the effort was highly favorable, and the consultant heavily encouraged continuing these efforts going forward and to maintain the broad mix of groups.
- Throughout the state, most of the tax measures that asked for new money failed.

Chair Dyk asked if there was any discussion regarding changing the strategy from a levy towards a Fire district annexation.

Ms. Monohon replied there was some discussion during the presentation regarding areas in the financial roadmap that we are working on. Topics include evaluating districts and the cost of service, as well as ensuring the contracts with other cities fully reflect what should be included. Council has not made a specific decision yet, but has shown interest.

6. Review of Financial Policies

Ms. Monohon began with her presentation.

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

Ms. Tschirky supported having policies that document the positive practices that we currently are doing as they provide guideposts for when there is turnover in the future.

Ms. McCann added that the policy around grants can help us have a better chance at receiving them. We can prove to the grantor that we have a structure in place that meets all their criteria.

Chair Dyk commented it would be beneficial to include a statement within the policy confirming that we are complying with the intent behind the usage of Federal dollars. The idea is to really drive home the fact that the dollars will be focused on exactly what they were expected to be used for.

Ms. Tschirky stated that this work appears to be well done and asked if there was any indication as to Council’s interest in this project.

Ms. Monohon replied there have been some conversations, especially as the topic has come up during Budget Committee discussions. She added that further discussion and structure is needed for Council to fully understand and get a better idea as to why this is important to pursue.

Councilor Gladfelter added it would be something to have in a roadmap so there can be clear understanding of what goals we are trying to work towards.

Ms. Monohon stated that some of the work that needs to be done is the older policies that haven’t been updated in a fair amount of time. It will take some time in order to really grasp what are we looking for in the update to match today’s standards and what should be expected of these policies. She added that this work could be completed in stages where we could adopt an initial set of policies and then further down the road we can continue to expand and add in areas that require more consideration.

7. Project Updates

Ms. McCann provided a project update:

- The Budget was adopted by the Council on June 20, and we are most of the way through the filling process. We are still working on some of the documents that need to be completed, including the adopted budget document and the budget in brief. Some format changes may be considered.

The group discussed ideas including changing the terminology used, simplifying the amount of information given in the overview, giving different options of ways people can view the more in-depth information, and creating a section for community input and involvement.

Ms. Monohon shared a few updates:

- The work to close out the fiscal year and proceed with the annual audit is starting soon.

- City Attorney Kevin McConnell has left the city. Helen Toloza has been appointed as Interim City Attorney while a recruitment process gets underway.

8. Committee Business

None

9. Good of the order

None

10. Meeting Adjournment

The meeting was adjourned at 8:20 pm by Chair Dyk. The next Finance Committee meeting will be on August 16, 2023 at 7pm.


Digitally signed by Dave Dyk (Personal)
Date: 2023.08.28 09:07:25 -07'00'

Dave Dyk, Chair



Christina Ott, Recording Secretary