

To: Members of the Budget Committee
From: Sharron Monohon, Budget & Finance Director
Meeting Date: April 18, 2024
Subject: Budget Committee meeting minutes from the fiscal year 2023/24

Attached are the minutes from the fiscal year 2023/24 Budget Committee meetings. Please review them prior to the second Budget Committee meeting on April 25, 2024. Approval of the minutes will be included on the April 25, 2024 agenda.

City of Gresham Budget Committee
Thursday, April 20, 2023
via Zoom Meeting Platform Minutes

Budget Committee Member Present:

Rusty Allen
Jan Baker
Councilor Dina DiNucci
Dave Dyk
Councilor Janine Gladfelter
Councilor Jerry Hinton
Councilor Vincent Jones-Dixon
Claire Lider, Chair
Nick McWilliams
Councilor Sue Piazza
Mike Schultze, Vice-Chair
Mayor Travis Stovall
Theresa Tschirky

Budget Committee Members Absent:

Councilor Eddy Morales

Staff Members in Attendance:

Sharron Monohon, Budget & Finance Director
Elizabeth Coffey, Assistant City Manager
Corey Falls, Deputy City Manager
Kevin McConnell, City Attorney
Eric Schmidt, Assistant City Manager
Steve Fancher, Assistant City Manager
Elizabeth McCann, Budget Manager
Ian Peterson, Staff
Blake Petersen, Staff
Sagun Pokharel, Staff
Sarah Kirk, Staff
Tahni Fagerberg, Staff

Christina Ott, Recording Secretary

1. Convene Budget Committee Meeting

The Budget Committee meeting was convened at 6:06 p.m. by Mr. Allen. He asked Ms. Monohon to lead the roll call.

2. Agenda Review, Ground Rules, and Meeting Protocols

Ms. Monohon reviewed the agenda, the ground rules, and the meeting protocols.

3. Election of Budget Committee Officers

Mr. Allen asked for Nominations for Chair of the Budget Committee.

Mr. Dyk nominated Claire Lider for Budget Committee Chair.

Vote passes unanimously.

Ms. Baker nominated Mr. Schultze for Budget Committee Vice Chair

Vote passes unanimously.

4. Instructions for Public Testimony

Chair Lider went over the instructions for Public Testimony for any public comments during the meeting.

5. Budget Message and Overview of FY 2023/24 Proposed Budget

Ms. Coffey began with her presentation of the Proposed Budget for FY 2023/24 on behalf of City Manager Nina Vetter.

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

After the beginning portion was presented, Ms. Coffey turned the second portion over to Mr. Falls, City Attorney McConnell, Mr. Schmidt, Mr. Fancher, Ms. Coffey, and Ms. McCann.

6. State Shared Revenue Hearing

Chair Lider began the hearing and opened it to public testimony.

Ms. Monohon shared that there was no public comment or testimony submitted.

Chair Lider then asked the committee if they wished for the hearing to be closed.

Voting was unanimous for the hearing to be closed.

7. Public Comment

None

8. Committee Discussion

Ms. Monohon stated all documents should be posted online soon and will be available as a hard copy at the front desk tomorrow. She also reminded the committee that questions should be coordinated through staff so that responses could be provided to all members.

9. Recess Until Next Meeting: Thursday, April 27, 2023, at 6:00pm.

There was a motion made by Mayor Stovall and seconded by Mr. Allen to:

“Recess the Budget Committee for Fiscal Year 2023/24 until April 27, 2023”

Motion passes unanimously.

The meeting was recessed at 7:36pm.

City of Gresham Budget Committee
Thursday, April 27, 2023
via Zoom Meeting Platform Minutes

Budget Committee Member Present:

Rusty Allen
Jan Baker
Councilor Dina DiNucci
Dave Dyk
Councilor Janine Gladfelter
Councilor Vincent Jones-Dixon
Claire Lider, Chair
Nick McWilliams
Councilor Sue Piazza
Mike Schultze, Vice-Chair
Mayor Travis Stovall
Theresa Tschirky

Budget Committee Members Absent:

Councilor Eddy Morales
Councilor Jerry Hinton

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Corey Falls, Deputy City Manager
Kevin McConnell, City Attorney
Eric Schmidt, Assistant City Manager
Steve Fancher, Assistant City Manager
Elizabeth McCann, Budget Manager
Ian Peterson, Staff
Blake Petersen, Staff
Sagun Pokharel, Staff
Sarah Kirk, Staff
Tahni Fagerberg, Staff

Christina Ott, Recording Secretary

1. Reconvene Meeting and Roll Call

The meeting was reconvened at 6:02pm by Chair Linder and roll call was led by Ms. Monohon

2. Instructions for Public Testimony

Chair Linder gave the instructions for Public Testimony for the meeting.

3. Approval of Minutes for FY 2022/23 Budget Committee Meetings

A motion was made by Mayor Stovall and seconded by Councilor Gladfelter to:

“Approve Meeting Minutes for Fiscal Year 2022/23 Budget Committee Meeting.”

Motion passes unanimously.

4. Public Comment

None

5. Follow-up from Budget Committee Meeting #1

Ms. Monohon gave an overview of topics from the previous Budget Committee meeting.

6. Committee Discussion

Chair Linder opened it up to the committee for discussion.

Ms. Tschirky complimented both the questions that were proposed, and the answers submitted as they helped improve her understanding in areas where she had some questions on.

7. Approval of Fiscal Year 2023/24 Budget and Tax Rates

Ms. Tschirky inquired on if this was more looking towards being a recommendation or as a proposal with adjusted amendments for the proposed budget.

City Attorney McConnell responded you will have some language that staff has prepared for you to state, and then we look for a second.

Ms. Monohon added if a committee member wants to make the motion for the specific budget amendment, then the committee can vote on the amendment. After that, the committee can follow the script that guides through the rest of process.

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

“Amend the proposed budget by increasing the Designated Purpose Intergovernmental Revenue by \$250,000 and increasing the contracted services line item in the Homeless Service Division and Community Livability in the Designated Purpose fund by \$250,000.”

Motion passes unanimously.

Mr. Dyk and Mayor Stovall gave compliments to all the staff who was able to answer and questions the committee had regarding the proposed budget and to city management for putting together a really well made budget.

A motion was made by Mr. Allen and seconded by Councilor DiNucci to:

“Approve the Proposed Budget for Fiscal Year 2023/24 as amended by the Budget Committee.”

Motion passes unanimously.

A motion was then made by Ms. Tschirky and seconded by Vice-Chair Schultze to:

“Approve Property Taxes for Fiscal Year 2023/24 at the rate of \$3.6129 per \$1000 of assessed value for the permanent rate tax levy and at the rate of \$1.50 per \$1000 of assessed value for the local option tax levy.”

Motion passes unanimously.

Ms. Monohon, Councilor DiNucci, and Councilor Gladfelter all gave thanks to staff and the committee for their time and hard work with the budget.

8. Adjourn Meeting

The meeting was adjourned at 6:27pm by Chair Lider.

Claire Lider, Chair

Christina Ott, Recording Secretary