

Meeting Agenda | Finance Committee

Wednesday, November 19, 2025

7:00 p.m.

Zoom Meeting

See Below for Access Information

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| 1. Convene meeting, roll call of participants | 5 min |
| 2. Public comment | 5 min |
| 3. Meeting Minutes – October 15, 2025 | 5 min |
| 4. Ethics Training | 20 min |
| 5. Investment Performance Review | 30 min |
| 6. Project Updates | 10 min |
| 7. Committee Business | 5 min |
| 8. Good of the order | 1 min |

How to participate

This meeting will be conducted electronically using Zoom, an online meeting platform. The meeting structure complies with ORS 192.610 to 192.690.

Please note: Instructions for citizens wishing to testify during this Finance Committee meeting are as follows:

- Written testimony: Please send your written testimony to Budget and Finance Director, Elizabeth McCann at Budget&Finance@GreshamOregon.gov no later than 24 hours before the meeting to allow the testimony to be forwarded to the Finance Committee.
- Oral testimony: Please register your name, email address, phone number and subject matter to Budget and Finance Director, Elizabeth McCann at Budget&Finance@GreshamOregon.gov no later than 24 hours before the meeting.
- Persons who are unable to access the meeting via Zoom are encouraged to notify the City by calling 503-618-2445, 24 hours in advance of the meeting so that the City can provide alternate arrangements.

Meeting log-in or call-in information to access the meeting:

Click the link to join:

<https://greshamoregon.zoom.us/j/89369188261?pwd=lzRQMXAX0Hz1uJQSirupwURob2R1qn.1>

Passcode: WbVGqf8bHq

One tap mobile :

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Telephone: +1 669 900 6833 US or +1 213 338 8477 US or +1 253 215 8782 US or +1 646 876 9923 US

Webinar ID: 893 6918 8261

Passcode: 2668534568

Meeting Date: November 19, 2025

Agenda Executive Summary

4. Ethics Training

Presented by Ellen Van Riper, City Attorney

Ms. Van Riper will present a training that is required for all new Finance Committee members and as a refresher for existing committee members that covers Oregon Statutes and City rules governing Public Meetings, Public Records and Ethics.

Requested Action: Information

5. Investment Performance Review

Presented by Susan Brown, Finance & Accounting Services Manager and Terryl Aguon, Treasury Analyst with Deanne Woodring, Government Portfolio Advisors

City of Gresham Financial Policies require staff to submit a portfolio report to the Finance Committee no less than twice a year. This will be the second update for calendar year 2025.

Requested Action: Information and Committee Discussion

6. Project Updates

Presented by Elizabeth McCann, Budget & Finance Director

Committee members and staff will provide updates on the status of various projects and other key initiatives that are underway. This may include reporting on the activity of other committees or workgroups where relevant as well as special Finance Committee projects.

Requested Action: Information and Committee Discussion

Meeting Date: November 19, 2025
Agenda Item: 3. Meeting Minutes – October 15, 2025

Attached are the draft minutes for the October 15, 2025 Finance Committee meeting. Please review them prior to the meeting. Approval of the minutes will be included on the agenda.

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

Finance Committee Members Present:

Theresa Tschirky, Chair
Mike Schultze, Vice-Chair
Anisa Ali – *joined at 7:06 pm*
Nick McWilliams
Preston Pace
Rusty Allen

Finance Committee Members Absent:

Faith Luch

Council Liaison in Attendance:

Janine Gladfelter

Staff Members in Attendance:

Elizabeth McCann, Director of Budget & Finance
Bill Eggert, Budget Manager
Ian Peterson, Senior Financial Analyst

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 – September 17, 2025

Chair Tschirky asked that the minutes be updated to include the conversation regarding the budgetary and tax impacts of Urban Renewal in the Committee Business section.

There was a motion made by Chair Tschirky and seconded by Mr. Allen to:

“Approve the meeting minutes with the noted addition of the questions to be discussed at a future time about the Urban Renewal District.”

Motion passes unanimously.

4. Ethics Training

Ms. McCann shared that the legal and ethics training scheduled for the evening was rescheduled for the November Finance Committee meeting, since Ms. Van Riper was unexpectedly unavailable.

Anisa Ali joined the meeting.

5. General Fund Forecast

Mr. Peterson began with his presentation.

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

Chair Tschirky asked why there was such a dramatic increase in the preliminary expense forecast between Fiscal Years 26/27 and 27/28 when compared to 25/26 and 26/27.

Mr. Peterson replied essentially what is being seen is that it’s a function of one-time expenditure in 25/26 that is pushing the number higher than normal.

Mr. McWilliams asked what the driving force was in how the expense increase is modeled.

Mr. Peterson clarified that the expense increases are primarily personnel cost growth. The forecast is not exact but will be in a similar direction to what is forecasted. Compensation is not the only driving force for personnel costs but also benefits costs such as PERS. The forecast is based on current personnel amounts, so it will change based on any additions or subtractions to personnel. A 3% increase in materials and services is included for each year, based on historical trends.

Mr. Peterson continued with his presentation, and opened it back up to the committee for questions and comments.

6. FY 2025/26 Supplemental Budget

Mr. Eggert began with his presentation.

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

Mr. McWilliams asked if a risk was being taken with Item B by replacing the equipment damaged by the fire prior to receiving the insurance reimbursement.

Mr. Eggert responded that the likelihood of reimbursement from either the Oregon Fire Marshal's Office or an insurance company was very high. These items need to be replaced since they are used on the front line every day.

Ms. McCann explained that this item could have also been presented as a Contingency Transfer with no additional revenue. Ultimately, the City would end up in the same financial position under either scenario, but the confidence level in receiving the reimbursement is very high.

Mr. McWilliams asked if the \$205,000 in Item C from the Mobile Integrated Health Program was more than anticipated or if it hadn't been budgeted.

Mr. Eggert and Ms. McCann explained that it hadn't been budgeted, but this was the amount the City expected to receive for the year based on the contract.

Ms. Tschirky asked to have the funding structure of the Contamination Reduction Program Clarified in Item E.

Mr. Eggert responded that the funding is based on a per capita structure for the entire plastics system, but each manufacturer would contribute to the program.

Ms. Tschirky followed up asking if expenses would be reimbursed if eligible.

Mr. Eggert explained that the City would submit a programmatic and spending plan to the Oregon Department of Environmental Quality, and once approved, City staff would begin implementation.

Ms. McCann clarified on Item J that the slide should read "General Fund Financing Proceeds" not "General Fund Beginning Balance".

After completing the presentation, Mr. Eggert opened it up to the committee for further questions and comments.

There was a motion made by Mr. Pace and seconded by Mr. McWilliams to:

"Recommend the FY 2025/26 Supplemental Budget to Council."

Motion passes unanimously.

7. Project Updates

Ms. McCann began sharing some project updates:

- Council approved the financing for the new fire engines that was discussed at the previous meeting. The City would be receiving the financing proceeds in time to make the first payment.
- Council officially adopted the new financial policies, and there is work currently going on to start implementing them.
- Auditors have been conducting field work and they have been working with staff to complete the audit.
- Budget development for FY 2026/27 has started.

8. Committee Business

None

9. Good of the order

None

10. Meeting Adjournment

The meeting was adjourned by Chair Tschirky at 8:17pm. The next Finance Committee meeting will be held on November 19, 2025, at 7pm.

Theresa Tschirky, Chair

Christina Ott, Recording Secretary