

**City of Port Orford
Budget Committee Meeting
In the Gable Chambers / Virtual participants
Thursday, May 31, 2023 at 5:30 P.M.**

Mayor and Council	Present	City Staff	Present
<i>Pat Cox, Mayor</i>	X	<i>City Administrator (CA) John Huttl</i>	X
<i>Brett Webb</i>	Absent	<i>Dave Johnson, Financial Director</i>	X
<i>Gary Burns</i>	X	<i>John Isadore, Public Works</i>	X
<i>Perri Rask</i>	Absent	<i>Joseph Harrison, City Recorder</i>	X
<i>Ann Vileisis</i>	Absent		
<i>Greg Tidey</i>	X		
<i>Tim Pogwizd</i>	X		
<i>Barbra Wright</i>	X		
<i>Cory Aschauer</i>	X		

The minutes were prepared using the video available at <https://www.youtube.com/watch?v=4QE7jM-9uZA>

Others Present: Commissioners Barbra Wright and Cory Aschauer of the Budget Committee, Nancy Fraser.

1. Roll Call: (5:40)

- a. Mayor Cox called to order this First Meeting of the Budget Committee on May 31th, 2023, at 5:40 pm.

2. Appointment of Members

- a. Nancy Fraser appointment
- b. Discussion: none
- c. **Vote:**

Councilor Burns Yes *Councilor Pogwizd* Yes *Councilor Tidey* Yes

Mayor Cox Yes

- d. Vote passes unanimously. (5:44)

3. Meeting Transition

- a. **With no further business to discussion, Mayor Cox closed this meeting of the Common Council**
- b. **Mayor Cox opened the meeting of the Budget Committee (5:46)**

4. Budget Message

- i. This will be a financially conservative budget with few to little changes from the previous year's budget. City Administrator Huttl wants to draw attention to just a few items that require more discussion.

- 40 a. Grants are not being approved as resources because they can't
- 41 be reasonably estimated.
- 42 b. Water Enterprise Fund does not fund itself at the current rate,
- 43 there is a proposed loan from the Sewer Enterprise Fund. City
- 44 Admin Huttl and Finance Director Johnson recommend
- 45 increasing the rate.
- 46 c. The Cities Primary source of income is Property Tax, which
- 47 has maximum permanent rate of \$2.2688/\$1000 of assessed
- 48 value.
- 49 d. Local Option for Public Safety is another source of revenue, it
- 50 is currently at \$1.80/\$1000. This does not cover the cost of
- 51 Public Safety and it is recommended to increase the levy.
- 52 e. All the items on the "Wishlist" from the departments have been
- 53 funded in the proposed budget except Water Project
- 54 Engineering. Part of this can be covered by re-allocating some
- 55 of the funds for "Wishlist" items.
- 56

57 **5. State Revenue Sharing**

- 58 a. Mayor Cox begins by reading [Intro Script] and opening this portion of the meeting to the
- 59 public.
- 60 b. No Comments from Public or Staff
- 61 c. Mayor Cox closes the public portion of the meeting. (6:05)
- 62

63 **6. Budget Document Presentation**

- 64 a. City Administrator Huttl and Financial Director Johnson explained the proposed budget
- 65 and answered Councilor and Committee Member Questions.
- 66 i. Johnson mentions that the council previously voted to have no citations
- 67 receivable.
- 68 ii. Personnel Costs are split between funds.
- 69 iii. Emergency Management, Planning, Administration and Court are not funds,
- 70 they are departments.
- 71 iv. The Server upgrades will help prevent us from being hacked and we have an
- 72 insurance policy to cover potential ransoms.
- 73 v. Just because funds have been budgeted for an item, doesn't mean that the
- 74 funds need to be spent.
- 75 vi. Johnson stated that we've received \$163,000 in citations, but that only
- 76 accounts for \$22,000 of revenue for the Public Safety Fund and that for every
- 77 \$0.10/\$1,000 increase in the Public Safety Levy is \$15,000 more for the
- 78 Public Safety. We either need to double the Levy or increase the number of
- 79 citations. (6:50)
- 80 vii. Water Enterprise Fund Spent \$141,000 more than what it had. This is being
- 81 covered by a loan from the Sewer Enterprise Fund and City Admin Huttl
- 82 recommends increasing the rate so that revenue can cover the payback. There
- 83 is also a proposed meter cost increase, this is to upgrade our meters and will
- 84 be passing on costs.

- viii. Mayor Cox requested clarity on the \$14,000 increase in the Fire District Contract; City Administrator HuttI explained that contract goes off assessed value of properties within the city and that both the value of the assessed value as well as the percentage that the Fire District receives increased leading to a compounded increase in overall dollar value.
- ix. With the majority of items discussed; the Council and Committee agreed by consensus to have a 5-minute recess from (7:05) to (7:10).
- x. The only item on the Wishlist that was not incorporated into the proposed budget was the contract for Water Engineering Services; this cost could be partially covered by reallocating some of the other funds. Superintendent Isadore stated he believes the funds allocated for repairing the City Hall Roof could be spent on the Water Engineering Contract and that the roof on city hall could go another few years without repair.
- xi. The City Council wants to set aside funds for the Jubilee so they have funding other than TLT. This is reflected in the Jubilee line item under the parks fund. This required clarification on if Jubilee would get these funds in addition or as a replacement of the TLT grant; it is as a replacement for next years TLT grant, however it does not prevent them from applying for TLT funds next year.

7. Deliberations on Resolutions

- a. Councilor Pogwizd motions proposed a motion to approve the City Of Port Orford FY 2023-2024 budget as presented at the amount of \$6,120,232 with the alteration of taking the \$85,000 from the General Fund for City Hall Roof Repairs and transferring it to the Water Enterprise Fund for the Water Engineering Contract and increasing the revenue from Citations in Public Safety.
- b. Mayor Cox Seconds the motion.
- c. Vote unanimously passed. (7:53)
 - i. Discussion: City Admin HuttI clarified that there would be 2 additional motions that needed to be voted on; Permanent Tax Rate change and Public Safety Levy rate change.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>
<i>Mayor Cox</i>	<u>Yes</u>	<i>Comm. Aschauer</i>	<u>Yes</u>	<i>Comm. Wright</i>	<u>Yes</u>
<i>Comm. Fraser</i>	<u>Yes</u>				

- d. Councilor Burns Motion to impose a Permanent Tax Rate of \$2.2688/\$1000
- e. Mayor Cox seconds
- f. Vote unanimously passed with no further discussion (7:55)

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>Yes</u>
<i>Mayor Cox</i>	<u>Yes</u>	<i>Comm. Aschauer</i>	<u>Yes</u>	<i>Comm. Wright</i>	<u>Yes</u>
<i>Comm. Fraser</i>	<u>Yes</u>				

- g. Committee Member Fraser motions to propose a Public Safety Levy of \$2.00/\$1000
- h. Councilor Burns Seconds.
- i. Vote passes 6-1 with no further discussion (8:05)

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Tidey</i>	<u>No</u>
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131 *Mayor Cox* Yes *Comm. Aschauer* Yes *Comm. Wright* Yes
132 *Comm. Fraser* Yes

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134 **8. Adjournment (8:08)**

135 There being no further business, Mayor Cox Adjourned the City Council Meeting at **8:08** pm.


136 Attest:

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Mayor, Pat Cox

7/21/2023

Date

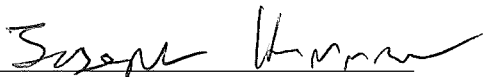
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City Recorder, Joseph Harrison

7/21/23

Date

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