

6 Consent Calendar

6(a) Minutes from November Meeting

City of Port Orford
Meeting Minutes of the City Council
 In the Gable Chambers / Virtual participants
THURSDAY, November 20th, 2025, at 5:30 P.M.

Mayor and Council	Present	City Staff	Present
<i>Ann Vileisis, Mayor (AC)</i>	X	<i>City Administrator (CA) Melissa Radcliffe</i>	X
<i>Brett Webb, Councilor (BW)</i>	Late (5:34)	<i>Joseph Harrison, City Recorder</i>	X
<i>Gary Burns, Councilor (GB)</i>	X	<i>Head of Public Works John Isadore</i>	X
<i>Perri Rask, Councilor (PR)</i>	Excused		
<i>Deanna Brennan, Councilor (DB)</i>	X		
<i>Sara Lovendahl, Councilor (SL)</i>	X		
<i>Tim Pogwizd, Councilor (TP)</i>	Excused		

The minutes were prepared to the best of our ability using the recording available at:
<https://www.youtube.com/watch?v=To0FzaxxwqA>

1. (0:00-0:02) Call to Order/Roll Call
 - a. Mayor Ann Vileisis calls this regular session of the Port Orford City Council to Order @ 5:30 pm and leads the chamber in the Pledge of Allegiance.
 - b. Councilor BW arrives at 5:34

2. (0:05) Additions to the Agenda: Mayor Vileisis makes corrections on the agenda and adds Letters of Support and Gratitude as item 8(d)

3. (0:05-0:07) Citizens' Concerns: None

4. (0:07-0:15) **Consent Calendar; Minutes 9/19/2025,**
- a. BW moves to approve the consent calendar
 - b. GB seconds the motion
 - c. Discussion: There is an error on page 5. Councilor SL voted no on the Elk River Property Development item.
 - d. BW withdraws his motion and GB withdraws his second.
 - e. BW moves to approve the consent calendar as amended.
 - f. GH seconds the motion.
 - g. Vote: Without further discussion, the present councilor votes unanimously to approve 4-0-2. The vote unanimously passes among the present councilors at 5:38 PM.

Councilor Burns Yes *Councilor Pogwizd* Excused *Councilor Rask* Excused
Councilor Lovendahl Yes *Councilor Brennan* Yes *Councilor Webb* Yes

5. (0:15) **Presentation to Council: None**

6. (0:15-1:00) **Departmental Reports**

- a. **Administration:** A written report is included in the packet and CA Radcliffe gives an update on the idle meter report.
- b. **Mayor's Report:** Mayor AV highlights that \$750,000 judicially allocated lottery funds The City received last year are being decreased. Also highlights that The City received a grant for \$50,000 for a leak study. The report can be viewed in full in the meeting packet.
- c. **Finance:** It is getting to the first JASON (January, April, September, October, and November) months, so The City is waiting for the next round of tax revenue to be released.
- d. **Public Works:** A written report is included in the packet.
- e. **Planning:** The online code is being updated. The October meeting was cancelled.
- f. **Police:** The report was sent to Council ahead of the meeting, and the Council has no questions for Chief Hobart.
- g. **Liaison**
 - i. **Parks:** Written report in packet
 - ii. **Historic Preservation:** Fort Point Sign in progress.
 - iii. **Port:** New cranes are working at will be christened on November 30th
 - iv. **Watershed:** The Mayor thanks the Watershed volunteers who helped with the culvert removal
 - v. **Fire:** Had a meeting with the Fire Department and Public Works to discuss fire hydrant maintenance and procedures.

7. (1:00-1:05) Old Business:

- a. **Logo Proposal Update:** CA Radcliffe reveals the winner of the new city logo survey. It can be viewed at the following link:

<http://portorford.org/wp-content/uploads/2025/12/Port-Orford-City-Logo-Full-Color-Resize.png>

8. (1:05-1:47) New Business

- a. **(1:05-1:15) City Admin Annual Evaluation:** Mayor AV and Recorder Harrison pass the evaluation forms to the Council and request that they be returned to the Mayor by December 11th. The Council discusses when/if to meet in December to go over the results and the regular business. Via consensus, the Council decides to have an abbreviated meeting on the normally scheduled meeting date.

b. **(1:15-1:40) Adoption of TLT MOA**

- i. Mayor AV gives the background on the TLT updates, Mainstreet's role in TLT advertising, and clarifies that this is not the TLT beautification grant. The council reviews the agreement.
- ii. **GB moves to adopt**
- iii. **SL seconds**
- iv. **Vote: 4-0-2 @ 7:09**

Councilor Burns Yes *Councilor Pogwizd* Excused *Councilor Rask* Excused
Councilor Lovendahl Yes *Councilor Brennan* Yes *Councilor Webb* Yes

- c. **December Meeting discussion: got merged with item 8(a)**

d. **(1:40-1:47) Letters of Support and Gratitude from the Mayor for Rotary:**

Rotary has donated \$20,000 for the local Community Building renovation and Mayor AV would like to send a thank you letter. The library is requesting a letter of support to increase accessibility features. By consensus, the council agrees to let the mayor send both of the letters. They can be viewed at the following links:

<http://portorford.org/wp-content/uploads/2025/12/Rotary-Thank-You-Letter-11.2025.pdf>

http://portorford.org/wp-content/uploads/2025/12/Letter-of-support-for-library-grant_11.2025.pdf

9. (1:47-1:55) Considerations

a. **Citizens:**

- i. **Dave Foley:** Supports using the A-frame as a museum and requests that some picnic tables be put in.

b. **Councilors:**

- i. **GB:** GB attended a virtual meeting with the County Board of Commissioners about the housing crisis.

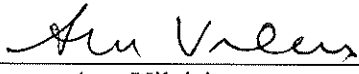
10. Future Meetings

a. **Regular Meeting of the City Council: December 18th, 2025 @ 5:30 PM**

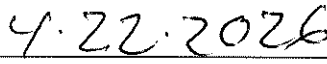
11. Adjourn

a. **Seeing no further business, Mayor AV ends the meeting @ 6:34 pm**


Attest:



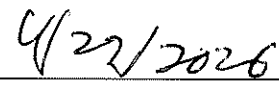
Mayor, Ann Vileisis



Date



City Recorder, Joseph Harrison



Date