

CITY OF PORT ORFORD
REGULAR SESSION OF THE COMMON COUNCIL
THURSDAY, June 18th, 2026, at 5:30 P.M.

If you cannot join in person, please feel free to join this meeting from your computer, tablet, or smartphone.

<https://meet.goto.com/845120101>

You can also dial in using your phone.

United States (Toll Free): 1 (877) 309-2073

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AGENDA

- 1. Call to Order/Roll Call/Pledge of Allegiance**
- 2. Additions to the agenda**
- 3. Citizen Concerns (Time limit 3-minutes per person)**
- 4. Consent Calendar**
 - a. Minutes 5/21/2026
 - b. Budget Committee Meeting Minutes FY26
 - c. Minutes 6/10/2026
- 5. Presentations to the Council: None**
- 6. Public Hearing on State Revenue Sharing**
- 7. Public Hearing on the Supplemental Budget**
- 8. Public Hearing on the Community Development Block Grant**
- 9. Departmental Reports**
 - a. Administration
 - b. Mayor's Report
 - c. Finance
 - d. Public Works
 - e. Planning
 - f. Liaison
 - i. Parks
 - ii. Historic Preservation
 - iii. Port
 - iv. Watershed
 - v. Fire

10. Old Business

- a. Notice of Intent to Award Contract for Culvert Removal
- b. Delegate Signing Authority on Culvert Removal to CA Radcliffe
- c. Ord 26-08: Business License Renewal Date Change
- d. Ord 26-09: STR Renewal Date Change
- e. Ord 26-10 - Updating Time, Place, and Manner Code

11. New Business

- a. Res. 26-08: Declaring Intention to Participate in State Revenue Sharing
- b. Res. 26-09: Set Utility Rates for FY27
- c. Res. 26-10: Extending Workers' Compensation to City Volunteers
- d. Res. 26-11: Updating the City Fee list
- e. Ord. 26-11: Repealing the Public Safety Fee
- f. Res. 26-12: Supplemental Budget for FY26
- g. Res 26-13: Updating Employee Truck Policy
- h. Res. 26-14: Approving Tax Rate, Employee Wages, and Budget for FY27
- i. Ord. 26-12: Updating Marijuana Facility Bans
- j. Buffington Park Signage

12. Considerations

- a. Citizens
- b. Staff
- c. Councilors & Mayor

13. Future Meetings:

- a. Regular Meeting of the City Council: July 16th, 2026 @ 5:30 PM

14. Adjourn

1 Roll Call/Pledge of Allegiance

Mayor Vileisis will take roll call of Councilors and lead the chambers in the Pledge of Allegiance.

2 Additions to Agenda

The Council, Mayor, and City Administrator may submit additions to the agenda, which can be added via a vote or consensus.

3 Citizen Concerns

Citizens may approach the Council to speak on any matter, other than the Public Hearings, which have their own time for citizen comments. Limit three minutes per person.

4 Consent Calendar

4(a) Minutes from 5/21/2026

City of Port Orford
Meeting Minutes of the City Council
In the Gable Chambers / Virtual participants
THURSDAY, May 21st, 2026, 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>	X	<i>City Recorder, Joseph Harrison</i>	Virtual
<i>Gary Burns, Councilor (GB)</i>	X	<i>Police Chief, Hank Hobart</i>	X
<i>Perri Rask, Councilor (PR)</i>	X	<i>Police Officer, Mark Brennan</i>	X
<i>Deanna Brennan, Councilor (DB)</i>	X		
<i>Sara Lovendahl, Councilor (SL)</i>	X		
<i>Tim Pogwizd, Councilor (TP)</i>	X		

The minutes were prepared to the best of our ability using the recording available at:
https://www.youtube.com/watch?v=dS3TiOW_t6s&list=PLN96qwhczpU_t_sah5A_aZkaCk0l1wtHs

There were camera issues at this meeting, and the staff member who handles IT/AV issues was not available to assist due to vacation.

1. 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. Roll call shows that all Councilors are present.

2. **Additions to the Agenda:** Mayor AV announces that the Public Safety Levy passed and thus the City Council will need to repeal the Public Safety Fee at the next meeting. CA Radcliffe reminds the Council that the levy goes into effect July 1st, but the City will not receive funds until closer to November.

3. Citizens' Concerns:

- a. **Dr. Hal Lowry:** Gives an update on Neighbor to Neighbor. The community group has been helping haul trash out of the camp at the 16th street right of way, providing weekly free meals at the senior center, and working to coordinate with Adapt.

4. Consent Calendar.

- a. **Councilor BW** moves to approve the consent calendar as presented.
- b. **Councilor GB** seconds the motion.
- c. Vote: Without further discussion, the vote passes 6-0-0 at 5:37 PM.

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

5. Presentation to Council: Jerry O'Sullivan from Adapt

- a. Jerry O'Sullivan explains local services offered by Adapt and answers Council questions. The major topics are: how citizens can access local services, collaboration with local law enforcement, and what to do if an individual is in crisis.

6. Departmental Reports

- a. **Administration:** A written report is included in the packet.
- b. **Mayor's Report:** A written report is included in the packet.
- c. **Finance:** Kytola CPA provided reports, which are included in the packet.
- d. **Public Works:** A written report is included in the packet.
- e. **Planning:** Light meeting this month. Nothing to report.
- 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:** A written report is included in the packet; vandalism concerns discussed.
 - ii. **Historic Preservation:** None
 - iii. **Port:** The Port received a grant for an ice machine. Councilor BW informs the Council that Port Manager Catherine Scoby is moving on, and he thanks her for her tireless work for the Port.
 - iv. **Watershed:** There is an upcoming meeting at the bioswale at the visitors center,
 - v. **Fire:** Nothing to report this month

7. Old Business:

- a. Time, Place, and Manner Code Update:** The Council reviewed the existing restrictions, emphasizing the legal necessity of maintaining objective "Time, Place, and Manner" standards in light of recent judicial updates. Particular focus was given to the time and manner of setting up and taking down temporary structures and whether the City should allow Neighbor to Neighbor to station a dumpster and/or porta-potty near the camp. The Council also questions the liability and responsibility to the City for both having and not having a designated space for the homeless.

- i. Councilor TP moves to repeal the Time, Place and Manner code and disband the camp.**
- ii. Councilor BW seconds the motion**
- iii. Vote: 3-3-0; Mayor AV breaks the tie with a vote of No. @ 6:58 PM**

Councilor Burns No *Councilor Pogwizd* Yes *Councilor Rask* No
Councilor Lovendahl No *Councilor Brennan* Yes *Councilor Webb* Yes
Mayor Vileisis, as the tie breaker, votes No.

- iv. Councilor SL moves to enforce the existing Time, Place, and Manner restrictions**
- v. Councilor PR seconds the motion**
- vi. Discussion: Council discusses if they need to vote to enforce the code – if it's already been codified, it doesn't need direction to be enforced.**
 - 1. Councilor BW moves to extend the meeting**
 - 2. Councilor GB seconds the motion**
 - 3. Vote: Unanimously Yes @ 7:00 PM**

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

- 4. Councilor BW moves to take a five minute recess**
- 5. Councilor GB seconds the motion**
- 6. Vote: Unanimously Yes @ 7:00 PM**

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

- vii. Discussion (resumed): Council discusses changing the hours to seasonal hours and what language in the code needs to be changed to make enforcement more reliable.**

- viii. Councilor BW directs staff to return with a recommended Ordinance changing the recommendations on time, revising terminology, and changing Coast Community Health to Adapt.
- ix. Councilor PR seconds the motion
- x. Vote: 5-1-0 @ 7:30 PM

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

- xi. Councilor SL volunteers to be the liaison between the City Council and Neighbor to Neighbor.
- xii. Councilor By Consensus, the City Council agrees to start officially referring to the camp as “16th Street Right of Way”.

8. New Business

- a. **STR/Business License Update:** CA Radcliffe explains that staff recommended changing due dates for both STR and Business License fees owing to capacity limitations during the budget cycle.
 - i. **BW motions to approve Ord 26-08**
 - ii. **GB seconds the motion**
 - iii. **Discussion:** Council directs staff to split this into two ordinances: one for Short Term Rentals and one for Business Licenses and bring them back at the next meeting for adoption.
 - iv. **The motion and second are rescinded**
 - v. **BW moves to direct staff to amend the ordinances as discussed and bring them back for adoption.**
 - vi. **DB seconds the motion.**
 - vii. **Vote: Unanimously Yes @ 7:35 PM**

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

9. Considerations

- a. **Citizens:**
 - i. **Christian Sorensen:** When there is a water line break, Public Works hands out boil water notices. However, the notices don’t mention flushing the system to remove silt or other debris after the repairs. He requests that the City add it in the boil water notices.
- b. **Councilors:**
 - i. **Mayor AV:** appreciates everyone's attention during this extended meeting.

10. Future Meetings

- a. Budget Committee Meeting June 4th, 2026 @ 4:00 PM**
- b. Next City Council Meeting June 21st, 2026 @ 5:30 PM**

11. Adjourn

- a. Seeing no further business, Mayor AV ends the meeting @ 8:50 pm**

Attest:

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

4(b) Minutes from Budget Committee Meetings: June 4th to June 11th 2026

City of Port Orford
Meeting of the Budget Committee
In the Gable Chambers / Virtual participants
Thursday, June 4th, 2026 at 5:00 P.M.

Mayor and Council	Present	City Staff	Present	Budget Committee	Present
<i>Ann Vileisis, Mayor (AC)</i>	X	<i>City Administrator (CA) Melissa Radcliffe</i>	X	Mickey Walker	X
<i>Brett Webb, Councilor (BW)</i>	X	<i>Joseph Harrison, City Recorder</i>	X	Jim Prouty	X
<i>Gary Burns, Councilor (GB)</i>	X	<i>Financial Consultant, Leif Kytola</i>	Virtual	Randy Scholten	X
<i>Perri Rask, Councilor (PR)</i>	X	<i>Financial Consultant, Erik Kytola</i>	Vitual	Laurie Prouty	Excused
<i>Deanna Brennan, Councilor (DB)</i>	X			Laura Mason	X
<i>Sara Lovendahl, Councilor (SL)</i>	X			Carrie Fisher	X
<i>Tim Pogwizd, Councilor (TP)</i>	X				

The minutes were prepared to the best of our ability using the recording available at:
<https://youtu.be/MT65FFk79w8>

1. Call to Order/Roll Call

- a) Mayor Ann Vileisis calls this regular session of the Port Orford Budget Committee to Order @ 4:00 pm and leads the chamber in the Pledge of Allegiance.

2. Appoint a Budget Committee Chair:

- a) Councilor GB moves to elect Mayor AV as chair of the Budget Committee
b) Councilor TP seconds the motion.
c) Vote: 11-0-1. Unanimously yes among present members

Councilor Burns Yes *Councilor Pogwizd* Yes *Councilor Rask* Yes
Councilor Lovendahl Yes *Councilor Brennan* Yes *Councilor Webb* Yes
Comm. Walker Yes *Comm. J. Prouty* Yes *Comm. Scholten* Yes
Comm. L. Prouty Excused *Comm. Mason* Yes *Comm. Fisher*
Yes

3. CA Radcliffe reads the budget message.

4. Public Hearing on State Revenue Sharing:

- a) Mayor Vileisis opens the hearing
- b) Citizen testimony: None
- c) Hearing closes
- d) **Council Deliberation: Council asks if additional funds will be received this year since the City updated its Marijuana Business code. That has not gone through yet, it will be at the next City Council meeting.**

5. Presentation

- a) CA Radcliffe and Leif Kytola present information about last year's budget, the status of this year's budget, and the proposed budget for next year. The presentation can be viewed at the link below:

<http://portorford.org/wp-content/uploads/2026/06/FY-2027-Budget-Presentation.pdf>

6. General Fund Review:

- a) The committee spent the majority of the session reviewing the General Fund.
- b) Committee members raised a question regarding how individual employee salaries are represented across multiple funds in the budget document. Financial Consultant Leif Kytola clarified that this is standard practice in municipal accounting to prevent the deceptive appearance of internal department account bloat.
- c) CA Radcliffe noted that the City has successfully completed three financial audits over the last two years, and is in the process of a fourth.

7. Parks Fund Review:

- a) Committee members question why the City is paying for renovating the American Legion Hall. Staff clarified that the City owns the American Legion building, and the renovation is being funded primarily via grants and donations.
- b) Councilor BW motion to transfer \$5,000 from the Parks Contingency to Parks Commission Projects
- c) Councilor DB seconds the motion
- d) Vote: 11-0-1. Unanimously yes among present members.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>	<u>Yes</u>	<i>Comm. J. Prouty</i>	<u>Yes</u>	<i>Comm. Scholten</i>	<u>Yes</u>
<i>Comm. L. Prouty</i>	<u>Excused</u>	<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	<u>Yes</u>

8. Future Scheduling:

- i. Next Meeting:** Reconvene on **Wednesday, June 10, 2026, at 4:00 PM** to review the remaining funds.
- ii. Tentative Third Meeting:** June 11th, 2026, at 4:00 PM

9. Adjourn

- a) Seeing no further business, Mayor AV ends the meeting @ 6:00 pm**

Attest:

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

City of Port Orford
Meeting of the Budget Committee
In the Gable Chambers / Virtual participants
Wednesday, June 10th, 2026 at 4:00 P.M.

Mayor and Council	Present	City Staff	Present	Budget Committee	Present
<i>Ann Vileisis, Mayor (AC)</i>	X	<i>City Administrator (CA) Melissa Radcliffe</i>	X	Mickey Walker	X
<i>Brett Webb, Councilor (BW)</i>	X	<i>Joseph Harrison, City Recorder</i>	X	Jim Prouty	Late
<i>Gary Burns, Councilor (GB)</i>	X	<i>Head of Public Works, John Isadore</i>	X	Randy Scholten	X
<i>Perri Rask, Councilor (PR)</i>	Excused	<i>Police Chief Hank Hobart</i>	X	Laurie Prouty	Excused
<i>Deanna Brennan, Councilor (DB)</i>	X	<i>Financial Consultant, Leif Kytola</i>	X	Laura Mason	X
<i>Sara Lovendahl, Councilor (SL)</i>	X			Carrie Fisher	Excused
<i>Tim Pogwizd, Councilor (TP)</i>	X				

The minutes were prepared to the best of our ability using the recording available at:
<https://youtu.be/h6rmigGUpO4>

1. (0:00-0:05) Roll Call/ Pledge of Allegiance

- a. Pledge of Allegiance:** Mayor Vileisis starts the meeting and leads the chambers in The Pledge of Allegiance @ 4:00.
- b. Roll Call:** Shows that Councilor Rask and Committee members Carrie Fisher and Laurie Prouty are absent. Councilor Webb arrives shortly after roll call at 5:08 PM.
- c. Process Overview:** The Mayor reminded the committee that the goal is to review the proposed budget for each fund, make recommendations, and eventually send a recommended budget to the City Council for final adoption

2. Follow up to questions from the previous meeting:

- a. Financial Consultant Leif Kytola reviewed follow-up information requested by the committee during the previous session, specifically details on staff pay allocations per fund and a detailed record of transfers (predicated on the assumption that the upcoming supplemental budget passes). He also noted that investment interest is generated through the Local Government Investment Pool.

3. Review of Funds: The committee proceeded to review specific departmental funds, focusing on departmental needs and adjustments from the previous year. Committee Member Jim Prouty arrives at 4:08 PM.

a. Buffington Park / Parks Fund:

- i. The committee discussed year-to-year roll-forward tracking, emphasizing that targeted donations must be tracked independently over time rather than lumped together in general lines. Staff reminded the committee that a budget functions as an expenditure plan rather than an active accounting ledger.
- ii. Councilor PT moves to approve the Parks Fund, including the previously approved \$5,000 transfer from contingency to projects.
- iii. Councilor BW seconds the motion
- iv. Vote: 9-0-3. Unanimously yes among present members.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Rask</i>	<u><i>Excused</i></u>
<i>Councilor Lovendahl</i>	<u><i>Yes</i></u>	<i>Councilor Brennan</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Comm. Walker</i>	<u><i>Yes</i></u>	<i>Comm. J. Prouty</i>	<u><i>Yes</i></u>	<i>Comm. Scholten</i>	<u><i>Yes</i></u>
<i>Comm. L. Prouty</i>	<u><i>Excused</i></u>	<i>Comm. Mason</i>	<u><i>Yes</i></u>	<i>Comm. Fisher</i>	<u><i>Excused</i></u>

b. Public Safety Fund:

- i. City Administrator Radcliffe relays a requested transfer from the ending fund balance to the travel and training fund that comes from Chief Hank Hobart. The requested increase is to raise the travel/training line item to \$2,000 and decreases the ending fund balance to \$7,276. Staff confirmed that part-time officers do not qualify for or receive PERS benefits.
- ii. Councilor TP moves to approve the Public Safety Fund with the transfer from the ending fund balance to travel/training.
- iii. Councilor BW seconds the motion
- iv. Vote: 9-0-3. Unanimously yes among present members.

<i>Councilor Burns</i>	<u><i>Yes</i></u>	<i>Councilor Pogwizd</i>	<u><i>Yes</i></u>	<i>Councilor Rask</i>	<u><i>Excused</i></u>
<i>Councilor Lovendahl</i>	<u><i>Yes</i></u>	<i>Councilor Brennan</i>	<u><i>Yes</i></u>	<i>Councilor Webb</i>	<u><i>Yes</i></u>
<i>Comm. Walker</i>	<u><i>Yes</i></u>	<i>Comm. J. Prouty</i>	<u><i>Yes</i></u>	<i>Comm. Scholten</i>	<u><i>Yes</i></u>
<i>Comm. L. Prouty</i>	<u><i>Excused</i></u>	<i>Comm. Mason</i>	<u><i>Yes</i></u>	<i>Comm. Fisher</i>	<u><i>Excused</i></u>

c. Water Enterprise Fund:

- i. The Mayor explained a proposed water infrastructure loan carrying a 1% interest rate to be paid over 10 years and the need for a plan to pay the loan back. Options discussed are a surcharge or increasing the reserve rate.
- ii. Staff noted that a past proposal to pass credit card processing fees directly to customers is legally non-permissible, and the city cannot proceed with that plan.
- iii. Members observed that operational revenues and costs are nearly equal and recommended an upward rate adjustment, noting the city is long overdue for a formal rate study.

iv. Councilor TP moves to approve the Water Enterprise Fund with the following structural amendments: Add “loan” to line 3; add “WTP” to the end of line 90; raise the base water rate from \$7.50 to \$10.83; transfer all funds from Line 13 to Line 12 (increasing it to \$696,000); and eliminate Line 13 entirely.

v. Councilor GB seconds the motion

vi. Vote: 8-1-3. Motion passes.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Excused</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>	<u>Yes</u>	<i>Comm. J. Prouty</i>	<u>Yes</u>	<i>Comm. Scholten</i>	<u>Yes</u>
<i>Comm. L. Prouty</i>	<u>Excused</u>	<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	<u>Excused</u>

b. Water Reserve Fund:

i. Staff noted that revenue is automatically deposited into the Water Enterprise Fund via the City’s accounting software and needs to be transferred into the Water Reserve Fund.

ii. Councilor TP moves to approve the Water Reserve Fund as presented.

iii. Councilor GB seconds the motion

iv. Vote: 9-0-3. Unanimously yes among present members.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Excused</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>	<u>Yes</u>	<i>Comm. J. Prouty</i>	<u>Yes</u>	<i>Comm. Scholten</i>	<u>Yes</u>
<i>Comm. L. Prouty</i>	<u>Excused</u>	<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	<u>Excused</u>

c. Sewer Enterprise Fund:

i. Lines 93 and 94 have been moved to lines 81–84 to be set aside for long-term debt service payments.

ii. Members pointed out that it appears that revenue is currently tracking \$50,000 under expenses. However, between a \$175,000 transfer out of this fund to the Sewer Reserve Fund and \$800,000 in unappropriated reserves, running a deficit in this fund is permissible. Next year, there won't be as much of a transfer to reserves.

iii. Councilor GB moves to approve the fund as presented

iv. Councilor TP seconds the motion

v. Vote: 8-1-3. Motion passes.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Excused</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>	<u>Yes</u>	<i>Comm. J. Prouty</i>	<u>Yes</u>	<i>Comm. Scholten</i>	<u>Yes</u>
<i>Comm. L. Prouty</i>	<u>Excused</u>	<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	<u>Excused</u>

d. Sewer Reserve Fund:

- i. A brief question was raised regarding whether the City should pay down existing debt principles early rather than holding cash in reserve lines to decrease long term interest payments. The Committee agreed via consensus to keep the funds in unappropriated reserves this year.
- ii. Councilor GB moves to approve the Sewer Reserve Fund
- iii. Councilor SL seconds the motion
- iv. Vote: 9-0-3. Unanimously yes among present members.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Excused</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>	<u>Yes</u>	<i>Comm. J. Prouty</i>	<u>Yes</u>	<i>Comm. Scholten</i>	<u>Yes</u>
<i>Comm. L. Prouty</i>	<u>Excused</u>	<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	<u>Excused</u>

a. Streets Fund:

- v. The Streets Fund requires an annual transfer from the General Fund to maintain solvency. It was noted that past agreements with the County regarding street ownership have increased annual operating costs.
- vi. The City is entering its fifth consecutive year applying for a \$250,000 small-city street grant. While approval is highly likely, it is not present in the current draft budget; if awarded, there will be a formal supplemental budget.
- vii. Councilor TP moves to approve the Street Fund as presented
- viii. Councilor SL seconds the motion
- ix. Vote: 8-1-3. Motion passes.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Excused</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>	<u>Yes</u>	<i>Comm. J. Prouty</i>	<u>Yes</u>	<i>Comm. Scholten</i>	<u>Yes</u>
<i>Comm. L. Prouty</i>	<u>Excused</u>	<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	<u>Excused</u>

2. Adjournment

- a. The meeting was adjourned at **6:00 PM**.
- b. **Next Meeting:** Scheduled for June 11th 2026

Attest:

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

City of Port Orford
Meeting of the Budget Committee
In the Gable Chambers / Virtual participants
Thursday, June 11th, 2026 at 4:00 P.M.

Mayor and Council	Present	City Staff	Present	Budget Committee	Present
<i>Ann Vileisis, Mayor (AC)</i>	X	<i>City Administrator (CA) Melissa Radcliffe</i>	X	Mickey Walker	X
<i>Brett Webb, Councilor (BW)</i>	X	<i>Joseph Harrison, City Recorder</i>	X	Jim Prouty	Excused
<i>Gary Burns, Councilor (GB)</i>	X	<i>Head of Public Works, John Isadore</i>	X	Randy Scholten	X
<i>Perri Rask, Councilor (PR)</i>	X	<i>Police Chief Hank Hobart</i>	X	Laurie Prouty	Excused
<i>Deanna Brennan, Councilor (DB)</i>	X	<i>Financial Consultant, Leif Kytola</i>	X	Laura Mason	X
<i>Sara Lovendahl, Councilor (SL)</i>	X			Carrie Fisher	Excused
<i>Tim Pogwizd, Councilor (TP)</i>	X				

*The minutes were prepared to the best of our ability using the recording available at:
<https://youtu.be/wlUFXJczDw0>*

1. Call to Order & Roll Call

- a. **Pledge of Allegiance:** Mayor Vileisis starts the meeting and leads the chambers in The Pledge of Allegiance @ 4:00 PM.
- b. **Roll Call:** Shows that Committee Members Carrie Fisher, Laurie Prouty, and Jim Prouty are absent.

2. Review of Funds:

a. Street Reserve Fund:

- i. Members clarified that the capital in this account represents the roll-forward balance from the prior fiscal year. Franchise fees from Coos-Curry Electric have increased to \$62,000 annually.
- ii. A proposal to explicitly set aside 10% of the reserve fund into a dedicated "Street Light Repair" line item was discussed. Financial Consultant Leif Kytola advised leaving the fund allocations as written for the current year, noting that capital should only be appropriated if there is a plan to spend it within the fiscal year.
- iii. Councilor BW moves to approve the Street Reserve Fund as presented
- iv. Councilor PR seconds the motion
- v. **Vote: 9-0-3. Unanimously yes among present members.**

Councilor Burns Yes *Councilor Pogwizd* Yes *Councilor Rask* Excused
Councilor Lovendahl Yes *Councilor Brennan* Yes *Councilor Webb* Yes
Comm. Walker Yes *Comm. J. Prouty* Yes *Comm. Scholten* Yes
Comm. L. Prouty Excused *Comm. Mason* Yes *Comm. Fisher* Excused

b. Equipment Replacement Fund:

- i. Councilor GB moves to approve the Equipment Replacement Fund as presented
- ii. Councilor SL seconds the motion
- iii. Vote: 9-0-3. Unanimously yes among present members.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Excused</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>	<u>Yes</u>	<i>Comm. J. Prouty</i>	<u>Yes</u>	<i>Comm. Scholten</i>	<u>Yes</u>
<i>Comm. L. Prouty</i>	<u>Excused</u>	<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	<u>Excused</u>

c. Water SDC Fund:

- i. Members discuss the need to have an automatic annual increase matching inflation instead of reviewing it each year and the need to limit the developmental period allowed before the land owner needs to pay an updated fee if still unconnected. However, these decisions are not the purview of the Budget Committee.
- ii. Councilor TP moves to approve the Water SDC Fund as presented
- iii. Councilor GB seconds the motion
- iv. Vote: 9-0-3. Unanimously yes among present members.

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Excused</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>	<u>Yes</u>	<i>Comm. J. Prouty</i>	<u>Yes</u>	<i>Comm. Scholten</i>	<u>Yes</u>
<i>Comm. L. Prouty</i>	<u>Excused</u>	<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	<u>Excused</u>

d. Sewer SDC Fund:

- i. Councilor TP moves to approve the Sewer SDC Fund as presented
- ii. Councilor GB seconds the motion
- iii. Vote: 9-0-3. Unanimously yes among present members. Note, Councilor Rask was not in the room during the vote and was counted as "Abstained"

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Excused</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>	<u>Yes</u>	<i>Comm. J. Prouty</i>	<u>Yes</u>	<i>Comm. Scholten</i>	<u>Yes</u>
<i>Comm. L. Prouty</i>	<u>Excused</u>	<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	<u>Excused</u>

e. General Fund:

- i. Councilor Webb raised concerns regarding the \$3.33 fee. It was noted that because the city recently removed the Public Safety Fee, the public might find the appearance of this charge confusing on their upcoming statements and feel like the City didn't inform them ahead of time.**
- ii. Staff confirmed that a formal public comment period regarding the final budget and City fee increases will be hosted at the regular City Council meeting next week.**
- iii. Councilor GB moves to approve the General Fund as presented since none of the changes made this meeting affect the General Fund**
- iv. Councilor TP seconds the motion**
- v. Vote: 9-0-3. Unanimously yes among present members.**

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>
<i>Comm. Walker</i>		<i>Comm. J. Prouty</i>	<u>Excused</u>	<i>Comm. Scholten</i>	
	<u>Yes</u>				
<i>Comm. L. Prouty</i>		<i>Comm. Mason</i>	<u>Yes</u>	<i>Comm. Fisher</i>	
	<u>Excused</u>				

3. Adjournment

- a. The meeting was adjourned at 5:15**

Attest:

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

4(c) Minutes from 6/10/2026

CITY OF PORT ORFORD
SPECIAL SESSION OF THE COMMON COUNCIL
MINUTES
Wednesday, June 10th, 2024, at 6:00 P.M

AGENDA

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>	X	<i>City Recorder, Joseph Harrison</i>	X
<i>Gary Burns, Councilor (GB)</i>	X	<i>Police Chief, Hank Hobart</i>	X
<i>Perri Rask, Councilor (PR)</i>	Excused	<i>Head of Public Works, John Isadore</i>	X
<i>Deanna Brennan, Councilor (DB)</i>	X		
<i>Sara Lovendahl, Councilor (SL)</i>	X		
<i>Tim Pogwizd, Councilor (TP)</i>	X		

The Executive session was not recorded, but the special session that contained any action out of the executive session was.

The minutes were prepared to the best of our ability using the recording available at:
<https://youtu.be/h6rmiqGUpO4>

1. Call to Order/Roll Call:

- a. Mayor Vileisis opens this meeting with a roll call showing all Councilors are present except Rask. The Pledge of Allegiance is skipped for this meeting since it followed a previous meeting.

2. Executive Session Under ORS 192.660 (2) (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations

- a. Councilor BW moves to enter executive session under ORS 192.660 (2) (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations

b. Councilor GB seconds the motion

c. Vote: Unanimous yes among present members

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

3. Possible Action out of Executive Session

a. Upon re-entering the Special Session:

i. Councilor GB moves to approve the labor contracts as recommended, contingent on additional research verifying there is limited liability in allowing employees to take work vehicles home.

ii. Councilor SL seconds the motion

iii. Vote: Unanimous yes among present Councilors at 7:20 PM

<i>Councilor Burns</i>	<u>Yes</u>	<i>Councilor Pogwizd</i>	<u>Yes</u>	<i>Councilor Rask</i>	<u>Yes</u>
<i>Councilor Lovendahl</i>	<u>Yes</u>	<i>Councilor Brennan</i>	<u>Yes</u>	<i>Councilor Webb</i>	<u>Yes</u>

4. Adjourn

a. Seeing no other Business, Mayor Vileisis adjourns this meeting at 7:20 PM

Attest:

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

5 Presentation to Council: None

6 Public Hearing on State Revenue Sharing

Oregon Budget Law requires the Budget Committee and the City Council to hold a hearing on the probable use of State Revenue Sharing funds.

The first hearing was held at the first budget committee meeting on June 4th, 2026, and was noticed in the Port Orford News on May 27th, 2026.

Tonight will be the second public hearing concerning State Revenue Sharing and the uses of these funds. The hearing will be opened, citizens' testimony will be taken and entered into the record, and then the Council will deliberate and vote.

7 Public Hearing on Supplemental Budget for FY 26

Oregon Budget Law requires the City Council to hold a hearing before approving a supplemental budget. This hearing was noticed in the Port Orford News on June 10th, 2026.

The purpose of this supplemental budget is to make transfers to spread employee pay across funds instead of having them consolidated, and to account for grants that were previously unawarded.

The hearing will be opened, citizens' testimony will be taken and entered into the record, and then the Council will deliberate and vote.

8 Public Hearing on the Community Development Block Grant

This public hearing concerns the City's intent to apply for the 2026 Community Development Block Grant for constructing a raw water storage tank. The Purpose of the public hearing is to receive citizens' testimony in favor of or against the grant and to respond to public questions.

This hearing was noticed on June 5th, 2026, on the Port Orford website (portorford.org), and the notice has remained up since it was initially posted.

9 Departmental Reports

9(a) Administration

Drinking Water Consumer Confidence Report (CCR)

Each year by July 1, drinking water providers are required to post and disperse the Drinking Water Consumer Confidence Report (CCR) for the prior year. The 2025 CCR will be posted next week in our regular notice points: City Hall doors, Ray's Community Message Board, the PO Post Office Lobby, and on our city website. We are happy to report that there were ZERO VIOLATIONS from the Oregon Health Authority, which oversees our monitoring data for the health and safety of our drinking water.

Budget Update

Budget Committee Members have been working hard to approve the FY27 Budget. The process was completed at the third Budget Committee meeting on June 12th. We appreciate the citizen volunteers and their thoughtful consideration of the budget. We also want to thank Kytola CPAs for their hard work and professionalism throughout this process.

2025 Audit Update

We have received the DRAFT audit documents for 2025 from KDP/Sorren. We are already looking to schedule the FY26 audit to stay on the expected timeline. Having audited figures helps us secure grants and allows budget decisions to be made with solid, up-to-date numbers.

Coos Forest Protective Association FIRE SEASON/ No Burn Permits will be issued

At the time of publication, the fire season had begun, and the level was low (green). However, summer heat and low rainfall amounts this Spring have set us up for a potentially flammable Summer. Please check the Coos FPA website before you have warming fires, run power equipment, etc... <https://www.coosfpa.net/outdoor-burning-1>

American Legion Hall Remodel: Fundraising Update

Tobe Porter and the fundraising committee have had some great news lately! We have been awarded a \$22,000 grant from the Roundhouse Foundation and a \$5,000 donation from a local donor! We are so thankful for these efforts and generous gifts. We have also been invited to apply for a \$50,000 grant by the Judith Ann Mogan Foundation.

Best Practice Suggestion from a citizen- Clean your hot water heaters

At the last Council Meeting, Mr. Christian Sorensen spoke about draining and cleaning residential hot water heaters to remove sediment. In an email he said, "This can cause real problems to plumbing, shower heads, dishwashers, washing machines and water conditioners and any other appliance using water." At the meeting, he asked that we alert the public to this issue.

9(b) Mayor's Report

In the May election, the local public safety option levy passed with 58.9% voter approval. This new levy replaces the previous levy and will provide stable funding for the Port Orford Police Department for the next five years. In addition to supporting public safety, this dedicated revenue will help the City improve its overall financial stability, which remains a top priority for the Council.

Given passage of the option levy, I anticipate that Council will take action to eliminate the current \$12 public safety fee at its June 18 meeting, as promised. The fee will be included on the July bill because that bill covers the costs for water used in June, then it will be removed.

Over the past month, we have also been working on the city budget. In January, we hired new financial consultants —Kytola CPA services, a father and son accounting team—to help us with audit preparation and budgeting. After helping to complete our 2025 audit, they developed the proposed budget for Fiscal Year 2027 in coordination with staff. The proposed budget was reviewed and discussed by the city finance committee and then through a series of three public Budget Committee meetings. The Committee includes all city councilors as well as citizens appointed to the committee, which included some retired accounting professionals. (We appreciate all citizens who participated on the budget committee this year for their helpful input!)

A highlight of the budget is that it includes \$2.34 million in grant funds that will help us to accomplish projects in the coming fiscal year. Some important changes in the FY2027 budget are that we are aiming to rebuild our reserve funds, which had dropped to almost nothing in the past couple of years. Reserves are important to help us save up for equipment replacement, for match for grants, and for other unforeseen circumstances. To help cover continually rising costs of running the water and sewer services, the proposed budget includes the annual 3% fee increase.

This year we will have a new expense. As reported last year, we received a half-grant/ half loan to pay for the costs of dredging our drinking water reservoir. The reservoir requires regular dredging to maintain our raw water supply, but owing to a series of unfortunate circumstances, we've not been able to dredge our reservoir for 16 years, which means it's been filled up, significantly reducing capacity for water storage.

We'd hoped to do the dredging project last year, but the bid came in far beyond our grant funds, so we had to go back and ask for more funding. At this point, we have lined up the required permit, the contractor, and the half-grant/ half loan needed to move forward with this urgent project, but the budget committee needed to consider how to pay the loan back and then integrate that into our budget. The cost will be \$29,590 per year. The committee discussed options and recommended increasing the reserve rate for water accounts from the current rate of \$7.50 to \$10.83 per month with the express understanding that the added portion will be used to pay off the dredging loan. Back in 2013, following a rate study, it had been recommended that the city raise its reserve rate to \$10 per month to better cover costs, but the city chose to not raise rates. At this point, given the serious need to dredge the city reservoir, increasing the reserve rate was deemed the best option to pay back the needed loan.

Beyond the budget, I've continued to work on a number of grant-related fronts together with staff, including the BRIC grant, grants for the American Legion Hall renovation, and more water infrastructure grants.

Last month I reported that the Coos Curry Douglas Development Corporation (CCD) granted us funding to cover half the costs of a special consultant to help with the BRIC grant. I am pleased to say that CCD has now committed to covering the complete costs of this consultant's work. We are still waiting to see what will happen with the BRIC grant review.

This month we had some amazing volunteer help. Volunteers from the Rotary Club of Port Orford and Parks Commission helped to paint restrooms at Buffington Park. Volunteers from Rotary and the Rogue Gardeners helped with weeding the garden at City Hall. The volunteers at Port Orford Main Street have continued their efforts to renovate the Port Orford Visitor Center and keep it staffed. Volunteers with the Community Center Friends have helped with project planning and fundraising. Chief Justin Futch and a Coquille Tribe youth group helped to install our new interpretive sign at Fort Point. Port Orford depends on so many amazing volunteers. Thanks to everyone for your help!

9(c) Finance:

The Budget Committee has met several times and has proposed a budget for Council approval as item 11(h).

9(d) Public Works:

Water numbers sold for May 2026

Raw into plant was 6,703,000 Gallons., Plant off 0 days with 1 partial day run

Treated water produced 5,148,000 Water Sold 2,062,669 Back-washes 221,000 leaks 725,000 -Plant Water Use 468,720

WATER = LOSS EST. 45 %. Rain for March 1.6'' Water Plant ran 0 24hr days

Water Treatment plant.

1. State reports submitted for May / DMR to DEQ / OHA Turbidity & Water Quality
2. Update Filter / media / underdrain / Civil West Sip grant for Plant feasibility study
3. Repair several more Leaks on chemical feed lines
4. Replaced Foot valve on intake @ Hubbard's
5. Ordered Repair clamps and C-900 pipe
6. Retrofitted to LED lights, started City Hall / Police station is next.

Water distribution leaks repairs for April

1. Jackson & 19th
2. Jackson & 20th
3. 20th & Washington
4. King St. & Seacliff
5. Washington & 11th
6. 25th & Deterrence
7. Wyoming & 13th

Waste Water plant / Collections:

1. Meet roofing contractor, Waste Water roof replacement starting soon.
2. Meet with Civil West, Arizona lift-station DEQ wants additional controls in prog.
3. Mixer for anoxic zone, motor shorted out, pending \$\$ in budget for 26/27.
4. Recycled water pump for sprayers ordering material after July 1st
5. Pending Waiting on Curry County for inspection, Lake-Shore lift station electrical service replacement, temp service panel is installed. Still waiting
6. Lift stations, Idaho had control issue and was ragged up with wipes NON-FLUSHABLE.

City shop yard

1. Completed Main shop garage door replaced
 2. Dump runs to remove old debris; work will continue until its completed
 3. Vehicle PM's
- Streets cleaning up right of ways mowing and trimming trees.
Parks Mowing / brushing / debris. Park host are doing an amazing job.
City shop large sliding door header rotten from Termites.

9(e) Planning

The Planning Commission Meeting was cancelled this month.

9(f) Liaison Reports

9(f)(i) Parks Liaison Report:

The Parks Liaison Report can be viewed by clicking the link below:

<http://portorford.org/wp-content/uploads/2026/06/Parks-Liaison-Report-6.2026.pdf>

9(f)(ii) Historic Preservation Liaison Report

In mid-May, Coquille Chief Justin Futch organized a tribal youth group to help install the new interpretive sign at the Fort Point Trail. The sign highlights the indigenous name for Battle Rock, which is Maa naa xe See, as well as other native words for the rich marine resources found along our coast that Tututni peoples once depended on for subsistence. The sign content was developed through meetings over the past two years with representatives from the Confederated Tribes of the Siletz and the Coquille Indian Tribe, with other tribal members offering input as well. HPC Chair Rick Cook was the key person in implementing this project. Funding was provided by Plumb Level and Square Foundation.

9(f)(iii) Port Liaison Report: None Submitted

9(f)(iv) Watershed Liaison Report

The Port Orford Watershed Council will be selling watershed t-shirts at the Port Orford Jubilee as a fundraiser for its activities. For more information, get in touch with Meg Humphrey, Port Orford Watershed Council chair, at POWC99@gmail.com

9(f)(v) Fire Liaison Report: None

9(f)(vi) LPSCC Report:

The Juvenile Department under Christine Neil has made the recommendation and asked for support from LPSCC in sending letters to BOC to restrict/regulate the sales of Non-Restricted "Gateway" merchandise to 21 or over establishments and or culinary/restaurant supply stores. Many of these substances are currently easily accessible being sold in local retailers, thus becoming a larger concern in Curry County, these items are as follows...

Kratom- which is over the counter Opioid, available in various forms powder, plant, capsules or tablets liquids, gum/resin and drug patches. Kratom and related products have been fully banned in 6 states currently as of 10/25

Tianeptine- Known as "Gas Station Herion" This substance is known by many other names and sold as "energy shots" "mood boosters" or "focus enhancers." 10 states list this as a Schedule I substance which is the highest classification. 4 states have this listed as a Schedule II substance, while Maryland has banned the retail sale of the substance outright

Phenibut- Synthetic drug marketed as a "stress reliever" or "sleep aid" acts like a tranquilizer. Alabama has classified Phenibut as a Schedule II controlled substance 2021. Has been banned in Hungary, Australia, Lithuania, and Italy.

Nitrous Oxide- also known as "whippets" or "galaxy gas" This is being used for illegal recreational drug use. Being sold in large colorful canisters with fruity flavors which appeal to young people especially for a cheap high.

I have also included a link from hepvu.org for you to look at regarding the rates of Hepatitis C in our state and specifically Curry County. Oregon state has one of the highest rates for Hepatitis C and specifically mortality rates and Curry County is considered a high-risk area for this. Please see the link below which will take you to hepvu.org to look at the geographical maps and the breakdown per population demographics

10 Old Business

10(a) Award Bid for Culvert Removal Project

The city recently solicited bids for the project to remove the failing culvert upstream of our drinking water reservoir. We had two bids submitted. The bid opening occurred on June 5, with project manager Erin Minster and our Civil West engineer Marlin Gochnour. The engineer has recommended that we award the contract to Uppercut Tree Service, Inc. for \$165,500. This project is entirely funded by the ODFW Private Forest Accord grant that the city recently received.

Notice of Intent:

<http://portorford.org/wp-content/uploads/2026/06/Notice-of-Intent-to-Award-June-2026.pdf>

10(b) Delegate Signing Authority to CA Radcliffe for the Culver Removal Project

The City has been working to remove the failing culvert located upstream of our drinking water reservoir. Since the City Council only meets once a month, items needing their approval can delay the process.

To facilitate the steady progress on this project, the administration staff recommends that signing approval for items relating to the culvert removal be delegated to CA Radcliffe, with the requirement of updating the Council on the project during the Administration Department report.

Recommended Motion:

- I, [councilor], motion to delegate signing authority on matters regarding the culvert removal project to the City Administrator, contingent on regular updates to the Council.

- I, [councilor], motion to not delegate signing authority on matters regarding the culvert removal project to the City Administrator.

10(c) Ord 26-08: Business License Renewal Date

Background: Business Licenses have traditionally been renewed at the end of the fiscal year. However, city staff have realized this is not feasible given staff limitations and are recommending that the City Council change the code so that renewals don't occur at the same time as the budget process.

This was brought to the Council at the May 2026 meeting as a single ordinance, but it had to be resubmitted to the Council as two separate ordinances.

Additionally, city staff are recommending removing the option of a partial year renewal.

Recommended motions Ord 2026-08: Business License Renewal Date Change

- I, Councilor, hereby move to adopt Ordinance 2026-08 as written.
- I, Councilor, hereby move to adopt Ordinance 2026-08 with the following amendments.....
- I, Councilor, hereby move to direct staff to revise the resolution in the following ways.....
- I, Councilor, hereby move to not pass Ordinance 2026-08

10(c) Ord 26-08 Business License Renewal Date Change

Ordinance 2026-08: An Ordinance of the City Council of Port Orford to Amend Chapter 5 of the Municipal Code to change the Business License Renewal Period from a Fiscal Year to a Calendar Year

WHEREAS, the City of Port Orford currently operates its Business License renewal cycle on a fiscal year basis, running yearly from July 1 through June 30; and

WHEREAS, a calendar year cycle (January 1 through December 31) would give City Staff more flexibility during Budgeting season; and

WHEREAS, the city staff also recommends removing the partial-year renewal option,

NOW, THEREFORE, BE IT ORDAINED by the City Council of Port Orford that Chapter 5.04 be amended as specified in Ord 2026-08 Exhibit A.

Dated this _____th day of June, 2026

Ann Vileisis, Mayor, City of Port Orford

Attest: Joseph Harrison, Recorder

10(c) Ord 26-08 Business License Renewal Date Change Exhibit A

§ 5.04.040. License fees imposed.

B.

The license fee shall commence ~~January 1st~~ ~~July 1st~~ each year, commencing with the year ~~2027~~ ~~1977~~, and shall terminate at midnight ~~December 31st~~ ~~June 30th~~ of the following year. ~~The fee for any such license issued during the second half of any fiscal year shall be one half of the fee in this chapter, provided the fee for any license issued prior to January 1st of any fiscal year shall be the full fee herein set forth.~~

C.

The license fee herein required shall be due and payable on ~~January 1st~~ ~~July 1st~~ of each year for the ~~calendar~~ ~~fiscal~~ year commencing with such date, and shall be delinquent on and after the ~~31st~~ ~~30th~~ day of ~~January~~ ~~July~~. Licenses for persons engaging any trade, shop, business, profession, home occupation, occupation or calling after ~~January~~ ~~July 1st~~ in any year, shall be due and payable from such persons engaging in such trade, shop, business, profession, home occupation, occupation or calling and shall be delinquent if not paid within 30 days after such person shall engage in any such trade, shop, business, profession, home occupation, occupation or calling.

§ 5.04.080. Procedure for obtaining license.

All licenses shall be issued by the City ~~Administrator~~, ~~Recorder~~ of the City of Port Orford. (Ord. 2000-05 § 5, 2000)

§ 5.04.090. Prohibitions.

It is unlawful for any person to willfully make any false or misleading statement to the City ~~Administrator~~ ~~Recorder~~ for the purpose of determining the amount of any license fee herein provided to be paid by any such person, or to fail or refuse to comply with any of the provisions of this chapter to be complied with or observed by such person, or to fail or refuse to pay before the same shall be delinquent any license fee or penalty hereby required to be paid by any such person.

(Ord. 282 § 6(a), 1978)

§ 5.04.100. Penalty for delinquent payment.

In the event any person required to obtain a license shall fail or neglect to obtain the same before it shall become delinquent, the City ~~Administrator~~ ~~Recorder~~ shall collect upon the payment there for and in addition thereto a penalty of 10% of the fee thereof for each calendar month or fraction thereof the same shall be delinquent.

(Ord. 282 § 6(b), 1978)

§ 5.04.120. Violation—Penalty.

B.

Any person violating any of the provisions of this chapter shall, upon conviction thereof in the City court, be punished by a fine not to exceed \$200.00, ~~or by confinement in the City Jail not to exceed 30 days, or by both such fine and imprisonment.~~

(Ord. 282 §§ 7, 8, 1978)

***10(d) Ord 26-09: Short Term Rental Renewal Date Change
Memo***

Background: Short-term rental licenses have traditionally been renewed at the fiscal year. However, city staff have realized this is not feasible and are recommending that the City Council change the code so that renewals don't conflict with the budget process

This was brought to the Council at the May 2026 meeting as a single ordinance, but it had to be resubmitted to the Council as two separate ordinances.

Recommended motions Ord 2026-09: Short Term Rental Renewal Date Change

- I, Councilor, hereby move to adopt Ordinance 2026-09 as written.
- I, Councilor, hereby move to adopt Ordinance 2026-09 with the following amendments.....
- I, Councilor, hereby move to direct staff to revise the resolution in the following ways.....
- I, Councilor, hereby move to not pass Ordinance 2026-09

10(d) Ord 26-09: Short Term Rental Renewal Date Change

Ordinance 2026-09 An Ordinance of the City Council of Port Orford to Amend Chapter 5 of the Municipal Code on the Short-Term Rental Renewal Period from a Fiscal Year to a Calendar Year

WHEREAS, the City of Port Orford currently operates its Short-Term Rental License renewal cycle on a fiscal year basis, running from July 1 through June 30; and

WHEREAS, a calendar year cycle (January 1 through December 31) would give City Staff more flexibility during Budgeting season;

NOW, THEREFORE, BE IT ORDAINED by the City Council of Port Orford that Chapter 5.05 be amended as specified in Ord 2026-09 Exhibit A.

Dated this _____th day of June, 2026

Ann Vileisis, Mayor, City of Port Orford

Attest: Joseph Harrison, Recorder

10(d) Ord 26-09: Short Term Rental Renewal Date Change Exhibit A

5.05.060Term of annual license and transferability.

A.

Term. A short-term rental operating license is valid for one year (12 months) and shall automatically expire if not renewed on or before January 31st ~~June 30th~~. The license may be renewed annually by the licensee or authorized agent when all applicable standards of this chapter are met. If an authorized agent changes during the operating license period, the licensee shall notify the City in writing of the change 14 days prior to the date the change takes effect, except when the failure to do so is beyond the licensee's control.

10(e) Ord. 2026-10: Time, Place, and Manner Update

**ORDINANCE 2026 – 10 AN ORDINANCE REVISING REASONABLE TIME, PLACE,
AND MANNER REGULATIONS OF CAMPING ON PROPERTY OPEN TO THE
PUBLIC IN THE CITY OF PORT ORFORD**

WHEREAS, the Common Council of the City of Port Orford recognizes that some persons experience homelessness; and

WHEREAS, the City of Port Orford has previously enacted policy for Time, Place, and Manner of camping for those experiencing homelessness; and

WHEREAS, the City of Port Orford desires to establish clear, objective, and enforceable standards regulating the time, place, and manner of temporary camping on public property to protect public health and safety while respecting the rights of all individuals;

NOW THEREFORE, the Common Council of the City of Port Orford ORDAINS to adopt and incorporate by reference the following code revisions attached hereto as Exhibit A, to revise the hours of camping on places open to the public in the City of Port Orford and change the name of the local agency that delivers services.

SIGNED BY THE MAYOR this _____ day of June, 2026.

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

10(e) Ord. 26-10: Time, Place, and Manner Update Exhibit A

Chapter 12.10

Reasonable Time, Place, and Manner Regulations on Camping in Areas Open to the Public Procedures for Removal of Campsites

12.10.20 DEFINITIONS

(6) LOCAL AGENCY THAT DELIVERS SOCIAL SERVICES includes but is not limited to ADAPT ~~Coast Community Health~~ or its successor entity.

12.10.30 PROHIBITION OF CAMPING ON PUBLIC PROPERTY IN THE CITY OF PORT ORFORD• EXCEPTION

(2) Exception. This prohibition is subject to the following exception.

- A. Persons who experience homelessness may camp overnight and otherwise take efforts to keep warm and dry from the hours of 4 P.M. to 9 A.M. from April 1st to September 30th and 6 P.M. to 9 A.M. from October 1st to March 31st ~~10:00 p.m. to 8:00 a.m.~~ at the property commonly known as the unimproved 16th Street Right of Way between Oregon Street and Idaho Street, with a ten-foot setback each from Tax lot 33S15W05AB TL 3500 and Tax lot 33S15W05AB TL 3000.
- B. Notwithstanding the above, no indicia of camping can be stored or left unattended on public property between ~~8~~9:00 a.m. and **the designated afternoon time in 12.10.20(1)(A) one hour before sunset**. During times allowable under the time provision of this code, those who are unsheltered ~~experiencing homelessness~~ may use small tents, or other temporary means of portable shelter that must be fully removed daily without impacting the grounds.

11 New Business

11(a) Res 2026-08: Declaring Intention to Participate in State Revenue Sharing

RESOLUTION 2026-08: A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT ORFORD DECLARING THE CITY’S ELECTION TO RECEIVE STATE REVENUE

WHEREAS, State Revenue Sharing Law, ORS 221.770, requires cities to pass a resolution each year stating that they want to receive state revenue sharing money; and

WHEREAS, a copy of this resolution must be filed with the Operations Accounting Services before July 31; and

WHEREAS, the Common Council of the City of Port Orford has held the proper hearings and requests that the City receive state revenues; and

NOW, THEREFORE,

BE IT RESOLVED by the Common Council of the City of Port Orford, that the City of Port Orford elects to receive state revenues for the fiscal year 2026-2027.

ADOPTED by the Common Council of the City of Port Orford, and effective this _____ day of June, 2026.

SIGNED BY THE MAYOR this _____ day of June, 2026.

Mayor, Ann Vileisis

Date

I _____ certify that a public hearing before the Budget Committee was held on June 4th, 2026 and a public hearing before the City Council was held on June 18th, 2026, giving citizens an opportunity to comment on use of State Revenue Sharing.

City Recorder, Joseph Harrison

Date

11(b) Res 2026-09: Setting Utility Rate for FY27

RESOLUTION 2026-09: A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT ORFORD DECLARING UTILITIES FEE INCREASE

WHEREAS, the Common Council for the City of Port Orford has determined that current Utilities rates are not covering the costs to provide such services; and

WHEREAS, the budget committee recognized the need for a rate increase; and

WHEREAS, ORS 294.160 requires a City governing body to allow for public comment before raising rates or establishing a new fee or fee increase; and

WHEREAS, the City held a public hearing on June 18th, 2026, before raising rates;

NOW, THEREFORE,

BE IT RESOLVED by the Common Council of the City of Port Orford, that the City of Port Orford elects to adopt the rate structure for Utilities services as attached on Exhibit A and incorporated by reference herein.

ADOPTED by the Common Council of the City of Port Orford, and effective this _____ day of June, 2026.

Attest:

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

11(b) Res 2026-09: Setting Utility Rate for FY27 Exhibit A

FY 27 Proposed Utility Increase

Water Enterprise Fund						
Water Rates						
	Current Rate		Proposed Increase (3% on all)		Proposed Rate	
Base Rate:	\$47.64	+	\$1.43	=	\$49.07	
Consumption (Cost per 1,000 gallons used)						
0 - 2000	Included in the Base Rate					
2001-5000	\$15.77	+	\$0.47	=	\$16.24	
5001-10000	\$17.89	+	\$0.54	=	\$18.43	
10,001 - 20,000	\$19.27	+	\$0.58	=	\$19.85	
>20,000	\$19.99	+	\$0.60	=	\$20.59	
Water Capital Reserve Fund						
Water Reserve Rates						
	Current Rate		Proposed Increase (3% on MOST)		Proposed Rate	RCAC Recommended Goal
Base Rate:	\$7.50	+	\$3.33	=	\$10.83 **	\$10
Consumption (Cost per 1,000 gallons used)						
0 - 2000	Included in the Base Rate					
2001-5000	\$2.00	+	\$0.06	=	\$2.06	\$2.00
5001-10000	\$4.00	+	\$0.12	=	\$4.12	\$4.00
10,001 - 20,000	\$4.00	+	\$0.12	=	\$4.12	\$4.00
>20,000	\$4.00	+	\$0.12	=	\$4.12	\$4.00
Sewer Enterprise Fund						
Sewer Rates						
	Current Rate		Proposed Increase (3% on all)		Proposed Rate	
Base Rate:	\$45.66	+	\$1.37	=	\$47.03	
Consumption (Cost per 1,000 gallons used)						
	\$8.30	+	\$0.25	=	\$8.55	
Sewer Capital Reserve Fund						
Sewer Reserve Rates						
	Current Rate		Proposed Increase (3% on all)		New Proposed Rate	RCAC Recommended Goal
Base Rate:	\$8.00	+	\$0.24	=	\$8.24	\$8.00
Consumption (Cost per 1,000 gallons used)						
	\$2.00	+	\$0.06	=	\$2.06	\$2.00
Cost of dredging at \$29,590						
**\$10.83	741 accounts					

The City of Port Orford is an Equal Opportunity Employer

11(c) RES 2026-10: Extending Workers' Compensation to City Volunteers

RESOLUTION 2026-10: A RESOLUTION EXTENDING CITY OF PORT ORFORD'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF PORT ORFORD

WHEREAS, a resolution extending workers' compensation coverage to volunteers of the City of Port Orford will benefit our City by supporting and encouraging volunteerism; and

WHEREAS, the following criteria are assumed:

Pursuant to *ORS 656.031*, workers' compensation coverage will be provided to the classes of volunteer workers listed in this resolution, noted on SAIF payroll, and verified at audit.

1. **Public Safety Volunteers.** An assumed monthly wage of \$800 per month will be used for Public Safety Reserve volunteers; and
2. An aggregate assumed annual wage of \$2,500 will be used per **Volunteer Board, Commission and/or Council for the performance of administrative duties.** The Port Orford covered bodies are: (a) Common Council, (b) Parks Commission, (c) Planning Commission, (d) Budget Committee, (e) Historical Preservation Commission; and
3. **Manual Labor by Elected Officials.** Non- applicable; and
4. **All Non-public Safety Volunteers** listed will keep track of their hours, and Oregon's minimum wage will serve as the assumed wage for both premium and benefits calculations. SAIF will assign the appropriate classification code to the type of volunteer work being performed by (a) Parks and Recreation; and
5. **Public Events** – Non-applicable; and
6. **Community Service Volunteers/Inmates** – Non-applicable; and
7. **Other Volunteers.** Unanticipated volunteer exposures not addressed herein will have workers' compensation coverage if, prior to the onset of the work, the City of Port Orford: (a) provides at least two weeks' advance, written notice to SAIF underwriting requesting the coverage, (b) SAIF approves the coverage and date of coverage, and (c) SAIF provides written confirmation of coverage.

The City of Port Orford agrees to maintain a verity roster for all volunteers, including volunteer name, date, and hours of service, and make them available at the time of a claim

The City of Port Orford is an Equal Opportunity Employer

or audit to verify coverage. These hours are to be recorded and submitted to City Hall by the designated Chair/Leader of each volunteer group.

NOW, THEREFORE, BE IT RESOLVED by the City of Port Orford to provide for workers' compensation insurance coverage as indicated above. This resolution will be updated annually.

ADOPTED by the Common Council of the City of Port Orford and effective this _____ day of June, 2026.

Attest:

Mayor, Ann Vileisis _____
Date

City Recorder, Joseph Harrison _____
Date

11(d) RES 2026-11 Updating the City Fee List

RESOLUTION 2026-11: A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF PORT ORFORD UPDATING CITY FEES

WHEREAS, the Finance Committee has met and discussed several ways of increasing the City's revenue; and

WHEREAS, one of these ideas was to increase the fees the City charges for its services to align more closely with other municipalities of similar size and staff conducted necessary research; and

WHEREAS, ORS 294.160 requires a city governing body to allow for public comment before raising rates or establishing a new fee or fee increase; and

WHEREAS, the City had a period for public comment on June 18th, 2026, before raising fees;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Port Orford, that the City of Port Orford elects to adopt the fee structure for city services as attached on Exhibit A and incorporated by reference herein.

ADOPTED by the Common Council of the City of Port Orford, and effective this _____ day of June 2026.

Attest:

Mayor, Ann Vileisis _____
Date

City Recorder, Joseph Harrison _____
Date

11(d) RES 2026-11: Updating the City Fee List Attachment A

Please see the fee list at the following link:

<http://portorford.org/wp-content/uploads/2026/06/City-Hall-Fee-List-FY27-Proposal.pdf>

11(e) Ord 2026-10: Repealing the Public Safety Fee

ORDINANCE 2026-10: AN ORDINANCE REPEALING PORT ORFORD CITY CODE TITLE 13, CHAPTER 18, REGARDING A PUBLIC SAFETY FEE

WHEREAS, the City of Port Orford approved a public safety fee of \$12 per month for each utility account in June 2025 to address a budget emergency of inadequate funds for public safety during the 2026 fiscal year; and

WHEREAS, the public safety fee was set for FY 2026 with the intentional of removal upon the passage of a subsequent Public Safety Option Levy; and

WHEREAS, the citizens of Port Orford voted in favor of repealing and replacing the Public Safety Option Levy in May of 2026;

NOW, THEREFORE, THE CITY OF PORT ORFORD ORDAINS chapter of the Port Orford City Code, **Title 13, Chapter 18, is** hereby repealed in its entirety; and

THE CITY OF PORT ORFORD FURTHER ORDAINS In accordance with the Port Orford Charter, this ordinance will be read in full to allow immediate passage; and

THE CITY OF PORT ORFORD FURTHER ORDAINS The City Recorder is authorized to administratively correct any reference errors contained herein or in other provisions of the Port Orford City Code to the provisions added, amended, or repealed herein.

ADOPTION:

Read in full on the ____ day of June 2026.

This Ordinance is passed and adopted on the ____ day of June 2026.

Mayor, Ann Vileisis

Date

Attest: City Recorder, Joseph Harrison

Date

11(f) RES 2026-12 Supplemental Budget for FY26

**RESOLUTION 2026-12: A RESOLUTION BY WHICH THE CITY OF PORT ORFORD
MAKES APPROPRIATIONS AND ADJUSTMENTS TO THE 2025-2026 MUNICIPAL
BUDGET THROUGH A SUPPLEMENTAL BUDGET APPROPRIATION
RESOLUTION.**

WHEREAS, the State of Oregon, ORS 294.471, allows a municipality to revise its annual budget through the adoption of a SUPPLEMENTAL BUDGET; and

WHEREAS, the City’s previous financial adviser put employee pay in single funds during the 2025-2026 budget preparation; and

WHEREAS, the City’s current financial advisors recommend spreading the cost across relevant funds for the 2026-2027 budget; and

WHEREAS, this change in budgeting style requires changes that represent more than 10% of their associated funds

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Port Orford that the following addition to revenues and appropriations in the 2026-2027 Adopted Budget, as set forth in Exhibit A attached hereto, hereby be adopted:

ADOPTED by the Common Council of the City of Port Orford and effective this _____th day of June, 2026.

SIGNED BY THE MAYOR this _____ day of June 2025.

Ann Vileisis, Mayor

ATTEST:

Joseph Harrison, City Recorder

11(f) RES 2026-12 Supplemental Budget for FY26 Exhibit A

The supplement can be viewed at the following links. It will be included here in the council packets.

<http://portorford.org/wp-content/uploads/2026/06/FY25-26-Supplemental-Budget-Exhibit-A.pdf>

***11(g) RES 2026-13: Setting the Tax Rate, Employee Wages,
and Adopting the FY27 Budget***

**RESOLUTION 2026-12: A RESOLUTION OF THE COMMON COUNCIL OF THE
CITY OF PORT ORFORD, SETTING THE TAX RATE, SETTING EMPLOYEE
WAGES, AND ADOPTING THE FY27 (2026-2027) BUDGET.**

IMPOSING TAX

BE IT RESOLVED that the Common Council of the City of Port Orford hereby levies the taxes provided for the adopted budget:

1. At the rate per \$1000 of assessed value of \$2.2688 for operations;
2. At the rate per \$1000 of assessed value of \$3.50 for local option tax;

and that these taxes are hereby imposed and categorized for tax year 2026-2027 upon the assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX

General Government Limitations		Excluded from Limitation
General Fund	<u>\$2.2688/\$1000</u>	<u>\$0</u>
Location Option Tax	<u>\$3.50/\$1000</u>	<u>\$0</u>

ADOPTING SALARIES AND WAGES FOR FY 2026- 2027

BE IT FURTHER RESOLVED by the *Common Council of the City of Port Orford* to adopt the salaries and wages listed below to be effective July 1, 2026:

Employee	Annual Salary
Administrator	\$99,601
Police Chief	\$80,752
Public Works Superintendent	\$87,081

Employee	Annual Wage
Utility Clerk	\$49,815
Accountant Asst.	\$33,818
Assist. to Admin/ Planning/ Recorder	\$51,791
Wastewater Plant Oper	\$62,366
Maint. Worker #1	\$61,678
Utility Worker #1	\$56,017
Utility Worker #2	\$56,017
Police Officer #3	\$63,057
Police Officer #2	\$63,057
Police Officer #5	\$63,057
Police Officer #4	\$29,722

ADOPTING THE BUDGET

BE IT FURTHER RESOLVED that the Common Council of the City of Port Orford hereby adopts the budget for the fiscal year starting July 1st, 2026, and ending June 30th, 2027 (FY27)

MAKING APPROPRIATIONS

BE IT FURTHER RESOLVED that the following appropriations totaling \$9,673,172.00 are made to the following funds:

**City of Port Orford - Fiscal Year 2026-2027 Budget
General Fund 010: Revenue 00**

		2024 Actual	2025 Actual	2026 Budget	2026-2027 Proposed	2026-2027 Approved	2026-2027 Adopted
SUMMATION							
RESOURCES							
Line 1	GENERAL FUND	781,558	747,865	1,191,804	1,095,546	1,095,546	
Line 2	PARKS FUND	420,157	1,265,244	1,897,167	1,175,783	1,175,783	
Line 3	PUBLIC SAFETY FUND	667,339	495,337	821,912	685,711	685,711	
Line 4	WATER ENTERPRISE FUND	857,030	1,136,499	1,241,470	2,519,935	2,519,935	
Line 5	WATER CAPITAL RESERVE FUND	201,622	121,955	5,000	213,953	213,953	
Line 6	SEWER ENTERPRISE FUND	1,999,750	1,475,170	1,897,000	2,132,186	2,132,186	
Line 7	SEWER CAPITAL RESERVE FUND	400,276	331,865	36,641	224,335	224,335	
Line 8	STREET FUND	181,573	212,102	187,193	169,545	169,545	
Line 9	STREETS CAPITAL IMPROVEMENT FUND	54,798	57,275	61,737	42,733	42,733	
Line 10	EQUIPMENT REPLACEMENT FUND	108,098	111,702	110,505	244,423	244,423	
Line 11	WATER SDC FUND	578,801	604,963	595,831	642,306	642,306	
Line 12	SEWER SDC FUND	415,953	460,597	448,800	526,715	526,715	
Line 13	TOTAL RESOURCES	6,666,955	7,020,574	8,495,060	9,673,172	9,673,172	-
Line 14							
Line 15	REQUIREMENTS						
Line 16	GENERAL FUND	781,558	747,865	1,191,804	1,095,546	1,095,546	
Line 17	ADMINISTRATION	101,553	146,742	142,816	172,700	172,700	
Line 18	COURT	43,555	23,359	47,418	45,126	45,126	
Line 19	EMERGENCY MANAGEMENT	14,144	20,406	20,105	-	-	
Line 20	PLANNING	51,544	48,500	57,318	51,714	51,714	
Line 21	NON-DEPARTMENTAL	570,762	508,858	924,147	826,006	826,006	
Line 23	PARKS FUND	420,157	1,265,244	1,897,167	1,175,783	1,175,783	
Line 24	PUBLIC SAFETY FUND	667,339	495,337	821,912	685,711	685,711	
Line 25	WATER ENTERPRISE FUND	857,030	1,136,499	1,241,470	2,519,935	2,519,935	
Line 26	WATER CAPITAL RESERVE FUND	201,622	121,955	5,000	213,953	213,953	
Line 27	SEWER ENTERPRISE FUND	1,999,750	1,475,170	1,897,000	2,132,186	2,132,186	
Line 28	SEWER CAPITAL RESERVE FUND	400,276	331,865	36,641	224,335	224,335	
Line 29	STREET FUND	181,573	212,102	187,193	169,545	169,545	
Line 30	STREETS CAPITAL IMPROVEMENT FUND	54,798	57,275	61,737	42,733	42,733	
Line 31	EQUIPMENT REPLACEMENT FUND	108,098	111,702	110,505	244,423	244,423	
Line 32	WATER SDC FUND	578,801	604,963	595,831	642,306	642,306	
Line 33	SEWER SDC FUND	415,953	460,597	448,800	526,715	526,715	
Line 34	TOTAL REQUIREMENTS	6,666,955	7,020,574	8,495,060	9,673,172	9,673,172	-
Line 35							
Line 36	TOTAL SURPLUS/(DEFICIT)	-	-	-	-	-	-

Attest:

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

The City of Port Orford is an Equal Opportunity Employer

11(i) Ord 2026-12 Updating Marijuana Facility Bans

Every year during the budgeting cycle, the City Council of the City of Port Orford elects to receive State Revenue Sharing Funds. These are funds pooled from across the state, primarily from the sale of alcohol, tobacco, and marijuana, and distributed to Municipalities that elect to receive them. The Finance Committee has previously recommended revising Municipal Code chapter 5.04 (Business Licenses) to allow the City to receive additional funds that it is currently ineligible to be granted.

The City is currently ineligible for those funds due to a full ban on marijuana processors, wholesalers, labs, and research facilities.

City staff recommends revising the language code to allow those facilities in town, but requires them to adhere to the standards set for marijuana retail businesses.

11(i) Ord 2026-12 Updating Marijuana Facility Bans

ORDINANCE 2026-12: AN ORDINANCE REVISING SECTION 5.04.095 [Medical and Recreational Marijuana] TO ALLOW MARIJUANA PROCESSING, WHOLESALERS, AND LABS IN CITY LIMITS

WHEREAS, the Finance Committee has acknowledged the need to increase revenue sources for the City of Port Orford, and

WHEREAS, the City of Port Orford is not receiving the maximum amount of funds from State Revenue Sharing that it could because of restrictions in section 5.04.095, and

WHEREAS, the City Council has previously directed staff to bring revisions that would make the City eligible for additional State Revenue Sharing funds,

NOW, THEREFORE,

BE IT ORDAINED by the Common Council of the City of Port Orford, that section 5.04.095 is revised as set forth in Exhibit A attached hereto, and hereby be adopted:

Attest:

Mayor, Ann Vileisis

Date

City Recorder, Joseph Harrison

Date

11(i) Ord 2026-12 Updating Marijuana Facility Bans Exhibit A

5.04.095 Medical and recreational marijuana.

A.

Business License. A City business license is required for a medical marijuana sales facility, as well as recreational marijuana retail sales. Processors, wholesalers, labs, and research facilities are ~~not~~ allowed within the City limits **and will be required to comply with restrictions on marijuana sales facilities.** The business license fee will be adopted by resolution.

11(j) Buffington Park Signage

To address concerns about vandalism at Buffington Park, the Port Orford Parks Commission voted at its recent meeting to make the recommendation to City Council to install signs indicating that Buffington Park is open from dawn to dusk.

The current park hours ordinance (§ 12.16.020) lists specific times of 7am for opening and 10pm for closing all day use areas, unless otherwise posted. The Commission thinks that open dawn to dusk hours will be more effective.

Because the Commission's recommendation is to post signs, there is no need to change the ordinance.

§ 12.16.020
Park hours.

A.

Opening time for all day use areas shall be 7:00 a.m. unless otherwise posted.

B.

Closure time for all day use areas shall be 10:00 p.m. unless otherwise posted.

Recommended motions

- I move to approve the Parks Commission's recommendation regarding dawn to dusk signage for Buffington Park and direct staff to implement.
- I move to not approve the Parks Commission's recommendation regarding dawn to dusk signage for Buffington Park.

12 Considerations

Citizens may approach the Council to speak on any matter. This is a time for the Council to hear concerns, not address them, and they may or may not immediately respond.

After citizens have had their time, City staff may do the same. Finally, the Councilors, then the Mayor, may add their own consideration to the record.

Limit 3 minutes per person.

13 Future Meetings

July 16th, 2026, in Gable Chambers at 5:30 PM

14 Adjourn

Once the business of tonight's meeting has been completed and there are no further concerns, Mayor Vileisis will close the meeting after announcing the time for the record.