CITY OF PORT ORFORD

SPECIAL SESSION OF THE COMMON COUNCIL
Thursday, April 2nd, 2025, 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/243084237
You can also dial in using your phone.
United States (Toll Free): 1 (877) 309-2073
United States: 1 (646) 749-3129
Access Code: 243-084-237

AGENDA

1. **Call to Order/Roll Call/Pledge of Allegiance**
2. **Citizen Concerns**
3. **Additions to the Agenda**
4. **Consent Calendar (pg.)**
   a. **Minutes March 20th, 2025, Regular Meeting**
   b. **Budget Committee Minutes from 2024**
5. **Ordinance 2025-02: AUTHORIZING A LOAN FROM THE WATER FUND**
6. **Council Discussion: Finance/Budget**
   a. **Any**
7. **Future Meetings:**
   a. **Work Session: DLCD Grant on April 10th, 2025 @ 5:30**
   b. **Regular Meeting April 17th, 2025 @ 5:30 pm**
8. **Adjourn**

Minutes for the March 20th, 2025, Planning City Council Meeting

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

Mayor and Council	Present	City Staff	Present
Ann Vileisis, Mayor (AV)	X	*City Administrator (CA) Melissa Radcliffe*	X
Brett Webb, Councilor (BW)	X	*Joseph Harrison, City Recorder*	X
Gary Burns, Councilor (GB)	X	*Crystal Shoji, Planning Director*	X
Perri Rask, Councilor (PR)	X		
Tim Pogwizd, Council President (TP)	X		
Deanna Brennan, Councilor (DB)	X		
Sara Lovendahl, Councilor (SL)	X		

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

1. **(0:00-01) 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. CA Radcliffe has been excused from this meeting. Mayor Vileisis reminds the audience that the City Council is comprised of citizen volunteers.

2. **(0:01-0:03) Additions to the Agenda**
    a. **Items 10(a), 10(c), and 10(h) will be addressed before item 8 Department Reports – Council agrees via consensus**
    b. **Item 6(e) will be removed from the consent calendar and agenda**

3. **(0:03) Presentations to the Council/Citizen - None**

4. **(0:04-0:14) Citizen's Concerns:**
    a. **Toby Porter:** Head of the fundraising group that raised funds for the ongoing Community Building project. The bids for the project came in higher than expected, and The City is short on funds. Ms. Porter is confident that their group can make up the shortfall, having raised an additional $36,000 since the bids came in and is already additional funds.

    b. **Troy Russell:** Has two questions that are not on the agenda: is the MOU with Elk River Property Development moving forward? What happens to the legislatively allocated funds if this project doesn't move forward?

    c. **Carolyn Rice:** She is here voice support for and answer Council questions concerning Agenda item 10(f) Support of House Bill 3587 which is currently in session. It is designed to ensure there are funds to support stewardship of marine life. There are three key sites in Port Orford that would be supported.

    d. **Jen Bailey:** Chair of the Jubilee committee, joining virtually tonight to update the Council on the Jubilee. This year, the Jubilee is going to focus on Main Street and local businesses by keeping Battle Rock Park open instead of shutting if off for vendors and food trucks.

5. **(0:14-0:15) Consent Calendar**
    a. **Councilor PR motions to accept** moves to accept the consent calendar as presented, without item 6(e).
    b. **Councilor SL** seconds the motion.
    c. **Discussion:** None
    d. **Vote:** The Council votes to accept the consent calendar and the vote passes unanimously yes 6-0-0 @ 5:45 PM

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

6. **(0:15-1:33) Public Hearing: DLCD Housing Grant update**
    a. **Opening and Process Review:** Mayor Vileisis opens the meeting with a brief overview of the hearing process and gives some background. The Planning Commission has been working on the proposal for over a year and there is a lot of material to go over. Due to the length of the agenda and the amount of material to go over for this item, the Council will focus on receiving the staff report, proposal, and testimony tonight. A work session for deliberation will be scheduled at the end of the meeting and the Hearing will be continued at the next City Council meeting.

b. **Staff Report:** Planning Chair Greg Thelen and Planning Director Crystal Shoji present the submitted staff report and proposed code revisions. Chair Thelen uses a zoning map of the City to help the Council and Citizens visualize where each zone is located and where changes would take effect. Major areas of revision are: Municipal Code definitions, RV/Mobile Home Park requirements, removing outdated language, Planned Unit Developments (PUDs), Additional Dwelling Units (ADUs), Conditional Use Permits (CUPs), and the Site Plan Review Process. The two also remind Council that since this decision is legislative, the Council can ask questions of the Planning Chair and Director and offer to answer their questions before the work session.

c. **Testimony:** Planning Director Shoji goes over previously submitted testimony. Mayor Vileisis opens the floor to new testimony.

   i. **Troy Russell:** Thanks the Councilors for the chance to add testimony – would like to know if the new language would apply to the Elk River Property Development since it was previously approved as a Conditional Use Permit.

   ii. Seeing no other citizens wanting to submit testimony, Mayor Vileisis closes the testimony so the Council can deliberate.

d. **Council Deliberation**: Council will get major points of discussion to Recorder Harrison prior to the work session so that the Council can have a focused discussion. Councilor Lovendahl, as a former Planning Commissioner, recommends that the Council have Chapter 17 of the municipal code open when reviewing the proposal. The Council thanks the Planning Commission and Planning Staff for the substantial amount of work that they have already put into the proposal. The Council determines that April 10th at 5:30 pm would be the best time for the work session.

e. **Councilor GB** moves to continue this hearing to the April 17th City Council Meeting and to reopen the hearing for testimony and deliberation and to have a City Council Work Session on April 10th at 5:30 so that Council can discuss this item before the April 17th meeting.

f. **Councilor PR seconds the motion**

g. **Vote:** The motion carries and the vote passes unanimously, yes 6-0-0 @ 7:03 PM

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

h. Crystal is excused after the hearing.

7. **(1:33-2:05) New Business 1: These items were moved during "Additions to the Agenda"**
    a. **Item 10(a) Ord. 2025-01 DLCD Code Update**
        i. **Councilor TP moves to continue this item to the next meeting.**
        ii. **Councilor SL seconds the motion**
        iii. **Vote:** The motion carries and the vote passes unanimously, yes 6-0-0 @ 7:04 PM

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

    b. **Item 10(c) CTR Rate Change**
        i. **Councilor TP moves to accept the CTR rate change as proposed**
        ii. **Councilor PR seconds the motion**
        iii. **Vote:** The motion carries and the vote passes unanimously, yes 6-0-0 @ 7:06 PM

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

    c. **Item 10(h) Award Bid for Community Building**
        i. **Mayor Vileisis:** explains some background on the project. The bids came in higher than expected so the donated funds need to be focused on the Community Building at this time and the American Legion Hall renovation will need to be phase 2.
        ii. **Joe Slack from HGE Architecture:** Explains to the Council the bidding process and how negotiations went. With minor modifications, the bid was reduced by $107,000. He recommends the lowest qualifying bid by Vitus Construction
        iii. **By Consensus, the Council agrees to a brief recess.**
        iv. **Councilor TP moves** to award the Community Building Bid to Vitus building for $1,577,455 and to reject the American Legion Hall bid
        v. **Councilor PR seconds the motion**
        vi. **Discussion: Council determines that it would be better to break it into two motions.**
        vii. **Councilor TP rescinded his motion, and Councilor PR rescinded her second.**
        viii. **Councilor PR moves** to award the Community Building Bid to Vitus building for $1,577,455
        ix. **Councilor PR seconds the motion**
        x. **Vote:** The motion carries and the vote passes unanimously, yes 6-0-0 @ 7:34 PM

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

xi. **Councilor PR motions to reject the American Legion Hall bids**
xii. **Councilor TP seconds the motion**
xiii. **Vote:** The motion carries and the vote passes unanimously, yes 6-0-0 @ 7:35 PM

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

xiv. **Councilor GB moves to extend the meeting**
xv. **Councilor DB seconds the motion**
xvi. **Vote:** The motion carries and the vote passes, 5-1-0 @ 7:35 PM

Councilor Burns ***Yes*** ***Councilor Pogwizd*** ***No*** ***Councilor Rask*** ***Yes***
Councilor Brennan ***Yes*** ***Councilor Webb*** ***Yes*** ***Councilor Lovendahl*** ***Yes***

d. **Councilor Pogwizd is excused at 7:45 pm.**

8. **(2:05-2:13) Departmental Reports**
   a. **() Administration:** Mayor Vileisis goes reviews some of the highlights; the dredging grant has been awarded, the City is now switching over to a .gov domain, and its time for Councilors to file with the Ethics commission.

   b. **Mayor's Report: The** Finance Committee has met three times to create recommendations before the Budget Committee meets.

   c. **Finance:** The report was included in the packet.

   d. **Public Works**: John Isadore submitted a report for Council review prior to the meeting. The written report can be reviewed at the following link:

   e. **Police:** The Chief has nothing to report.

   f. **Planning**: Two reports were in the packet; one was submitted by Planning Tech. Joseph Harrison and one was submitted by Planning Chair Greg Thelen.

   g. **Liaison** – See the packet for liaison reports.

9. **Old Business - None**

10. (2:13-2:55) New Business 2: Some items were previously discussed and have been removed from this section.

a. **Item 10(b): Res. 2025-02 Signatories on the Rogue Account**
   i. **Councilor PR** moves to approve Res. 2025-02 as written
   ii. **Councilor BW** seconds the motion
   iii. **Vote:** with no further discussion, the motion passes unanimously among present members (5-0-1) @ 7:55 pm

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

b. **Item 10(d): Council Priorities**
   i. **Councilor GB** moves to adopt the Council priorities as presented
   ii. **Councilor PR** seconds the motion
   iii. **Vote:** with no further discussion, the motion passes unanimously among present members (5-0-1) @ 8:04 pm

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

c. **Item 10(e): Res. 2025-03 Supporting Parks Planning Grant**
   i. **Councilor GB** moves to adopt Res. 2025-03
   ii. **Councilor DB** seconds the motion
   iii. **Vote:** with no further discussion, the motion passes unanimously among present members (5-0-1) @ 8:09 pm

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

d. **Item 10(f): Letter of Support for HB 3587**
   i. **Councilor GB** moves to adopt the Council priorities as presented
   ii. **Councilor SL** seconds the motion
   iii. **Vote:** with no further discussion, the motion passes among present members (3-2-1) @ 8:16 pm

Councilor Burns	***Yes***	***Councilor Pogwizd***	***Excused***	***Councilor Rask***	***Yes***
Councilor Brennan	***No***	***Councilor Webb***	***No***	***Councilor Lovendahl***	***Yes***

e. **Item 10(g): Watershed MOU**
   i. **Councilor GB** moves to approve the MOU with the Watershed district
   ii. **Councilor DB** seconds the motion
   iii. **Vote:** with no further discussion, the motion passes unanimously among present members (5-0-1) @ 8:23 pm

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

11. Continuing Action Items - None

12. Considerations

a. **Citizens: None**

b. **Staff:** Joseph informs the Council that Res. & Ord. from the previous year had been misnumbered. He will look into the issue and fix it if necessary.

c. **Mayor:** Thanks the Council for their patience tonight.

d. **Councilors: Non**

13. Future Meetings

a. **City Council Special Session April 2nd @ 5:30**
b. **City Council Work Session April 10th @ 5:30**
c. **City Council Regular Meeting April 17th @ 5:30**

14. (3:00) Adjourn

a. **Seeing no further business, Mayor AV ends the meeting @ 8:30 pm**

____________________________ ____________________________
Mayor, Ann Vileisis Date

Attest:

____________________________ ____________________________
City Recorder, Joseph Harrison Date

Minutes for the Budget Committee Meetings 2024

City of Port Orford
Regular Budget Committee Meeting + State Revenue Sharing Hearing
In the Gable Chambers / Virtual participants
Thursday, May 17th, 2024 at 5:30 P.M.

Mayor and Council	Present	City Staff & Citizen Volunteers	Present
Pat Cox, Mayor (PC)	X	*City Administrator (CA) Melissa Radcliffe*	X
Brett Webb, Councilor (BW)	X	*Joseph Harrison, City Recorder*	X
Gary Burns, Councilor (GB)	X	*David Johnson, Budget Officer*	X
Perri Rask, Councilor (PR)	Excused	*Cory Aschauer, Budget Committee*	X
Ann Vileisis, Councilor (AV)	X	*Randy Scholten, Budget Committee*	X
Greg Tidey, Councilor (GT)	Excused		
Tim Pogwizd, Councilor (TP)	X		

The minutes were prepared to the best of our ability using the recording available at: https://www.youtube.com/watch?v=nHjITyZo61M

1. **(0:00-0:01) Call to Order/Roll Call/ Pledge of Allegiance**
   a. Mayor Cox opens the meeting @ 5:34. Roll call is listed in the chart above.

2. **(0:01-0:03) Appointments:**
   a. Councilor AV motions to appoint Randy Scholten to Budget Committee
   b. Councilor TP seconds the motion
   c. Vote: Unanimously passed among present members: 6-0-2 @ 5:35 pm
   d. Councilor GB motions to appoint TP as the Budget Chair
   e. Councilor AV seconds the motion

3. **(0:03-0:05) State Revenue Sharing Hearing:** Mayor Cox reads the legal statement regarding State Revenue Sharing prepared by Budget Officer David Johnson and opens the hearing so that the Budget Committee can receive testimony from citizens. No testimony was submitted prior to the meeting, and no one in attendance wishes to testify. Hearing no one else wishing to testify, Mayor Cox closes the hearing.

4. **(0:05-0:08) Budget Message:** CA Radcliffe reads the legal budget message prepared by Budget Officer David Johnson for this budget cycle.

5. **(0:09-1:33) General Fund:** Wages and employee costs have been increased proportionally to the Consumer Price Index (CPI). Funding has been transferred out of the General Fund into various other funds to cover for shortfalls; this has drained the General Fund. Good management is critical for budgeting; good and consistent procedures increase the efficiency of staff. Potential ways to increase revenue discussed are updating fees, updating the Marijuana Ordinance to receive funds from Oregon Liquor Cannabis Commission (OLCC), selling city-owned land, installing traffic cameras, ordinance enforcement, and implementing the Short-Term Rental ordinance that was previously adopted.

   By Consensus, the Budget Committee agrees to table this fund until every other fund has been approved.

6. **(1:33) Adjourn**
   a. Seeing no further business, Budget Chair TP adjourns the meeting @ 6:07 p.m.

Attest:

____________________________ ________________________________
Mayor, Ann Vileisis Date

______________________________ ________________________________
City Recorder, Joseph Harrison Date

City of Port Orford
Regular Budget Committee Meeting
In the Gable Chambers / Virtual participants
Thursday, May 20th, 2024 at 4:30 P.M.

Mayor and Council	Present	City Staff & Citizen Volunteers	Present
Pat Cox, Mayor (PC)	X	*City Administrator (CA) Melissa Radcliffe*	X
Brett Webb, Councilor (BW)	Excused	*Joseph Harrison, City Recorder*	X
Gary Burns, Councilor (GB)	X	*David Johnson, Budget Officer*	X
Perri Rask, Councilor (PR)	Virtual	*Cory Aschauer, Budget Committee*	X
Ann Vileisis, Councilor (AV)	X	*Randy Scholten, Budget Committee*	Excused
Greg Tidey, Councilor (GT)	Late		
Tim Pogwizd, Councilor (TP)	X		

The minutes were prepared to the best of our ability using the recording available at:
https://www.youtube.com/watch?v=6ce022AQ9L0

7. **(0:00-0:01) Call to Order/Roll Call/ Pledge of Allegiance**
   a. Budget Chair Tim Pogwizd opens the meeting @ 4:30. Roll call is listed in the chart above.

8. **(0:03-0:43) Parks Fund:** The Parks fund has had a positive balance and growth, leading to a surplus in the fund. A chunk of this fund is going to be used to pay for a park resource officer to help with facility code enforcement in public areas. Jubilee does not have funds allocated this year – it will need to come from TLT funds.
   a. Cory Aschauer moves to add "Jubilee" as a subitem to TLT funds to show that those funds are allocated for the "Jubilee Fireworks"
   b. The motion is seconded by Gary Burns.
   c. Councilors discuss if this is necessary, which ends with Cory Aschauer rescinding her motion and Gary his second.
   d. The Budget Committee agrees via consensus to show that TLT funds have been allocated for the "Jubilee Fireworks"

The funds that had been allocated for Playground equipment have been reduced to make up for budgetary shortfall and the Parks Committee is pursuing grant funding to cover the rest of the cost. David recommends moving the entire reserve into contingency.

e. (0:42) Mayor Pat Cox moves to accept the parks fund as presented
f. Councilor Gary Burns seconds the motion
g. Discussion: None
h. Vote: Unanimously passed among present members: 6-0-3 @ 5:12 pm

9. **(0:43-0:55) Public Safety:** Has a $289,000 shortfall; one thing that is being proposed to make up for this is allocating park funds for the "Park Resource Officer" to cover some staff costs. There was also a transfer from the general fund; even after the transfer there is a $63,000 shortfall. There had been a discussion of eliminating the half-time officer, but the current proposal was drafted with the position being retained. Councilor Tidey arrived at 5:25 pm

a. **(0:55)** Mayor Cox moves to accept the Public Safety Fund as presented
b. Cory Aschauer seconds the motion
c. Vote: 6-0-3 @ 5:25 pm – Councilor Tidey abstains due to his late arrival

10. **(0:55-2:31) Water Enterprise Fund:** Estimated to have a negative balance at the end of the year, a transfer from the reserve fund will have to be made to end the year at a positive balance. The Finance Committee recommends having the wastewater plant pay for the water it uses to help increase revenue for this fund. Rates will also need to increase this year to increase revenue. The possibility of implementing an elevation-based charge for water and sewer funds is discussed. During the first 3 years of the Covid Crisis, the City Council voted to not increase water rates, bringing the rates under the cost of production; this is why there is a recommendation for a substantial increase in rates this year. There was a reduction in engineering costs by removing lower-priority projects from this budget cycle. There will be an increase in costs as the City has to refund Curtailment funds that were mistakenly charged at an incorrect rate.

a. The committee discusses the budgeting process and Budget Officer David Johnson answers their questions. Councilor Rask leaves @ 6:38.
b. Mayor Cox moves to approve the Water enterprise fund as presented
c. Councilor Burns seconded the motion
d. Discussion: No one wants to increase rates, but we need to do it to break even in the water funds.
e. Vote: 6-1-2 @ 6:46, with Cory Aschauer being the sole nay vote.

11. **(2:31-2:36) Water Capital Reserve Fund:**
    a. Mayor Cox moves to approve the Water Capital Reserve Fund as presented
    b. Councilor Burns seconds the motion
    c. Vote: Unanimously passed among present members: 6-0-3 @ 7:04

12. **(2:36) Adjourn**
    a. Seeing no further business, Budget Chair TP adjourns the meeting @ 7:06 p.m.

Attest:

______________________________ ______________________________

Mayor, Ann Vileisis Date

______________________________ ______________________________

City Recorder, Joseph Harrison Date

City of Port Orford
Regular Budget Committee Meeting
In the Gable Chambers / Virtual participants
Thursday, May 23th, 2024 at 4:30 P.M.

Mayor and Council	Present	City Staff & Citizen Volunteers	Present
Pat Cox, Mayor (PC)	X	*City Administrator (CA) Melissa Radcliffe*	X
Brett Webb, Councilor (BW)	Late	*Joseph Harrison, City Recorder*	X
Gary Burns, Councilor (GB)	X	*David Johnson, Budget Officer*	X
Perri Rask, Councilor (PR)	Excused	*Cory Aschauer, Budget Committee*	X
Ann Vileisis, Councilor (AV)	X	*Randy Scholten, Budget Committee*	X
Greg Tidey, Councilor (GT)	X		
Tim Pogwizd, Budget Chair (TP)	X		

The minutes were prepared to the best of our ability using the recording available at:
https://www.youtube.com/watch?v=z97IMlX2RjY

1. **(0:00-0:02) Call to Order/Roll Call/ Pledge of Allegiance:**
   a. Budget Chair Tim Pogwizd opens the meeting @ 4:35. Roll call is listed in the chart above.

2. **(0:02-0:25) Sewer Enterprise Fund:** Started with a $200 shortfall. A rate increase will allow the City to have positive revenue and begin building the reserve back up. The DEQ watershed loan grant has already been awarded and is in the process of being fully forgiven. Grants should be assigned an identification number by the City for easy searching and filing.
   a. Councilor AV motions to approve Sewer Enterprise Fund
   b. Councilor BG seconds the motion
   c. Vote: Unanimously passed among present members: 7-0-2 @ 5:00 pm

3. **(0:25-0:32) Sewer Capital Reserve Fund:** Reserves have been used to cover Sewer Enterprise shortfalls the past few years.
   a. Councilor GB moves to approve the Sewer Capital Reserve Fund
   b. PC seconds the motion
   c. Unanimously passed among present members: 7-0-2 @ 5:07 pm

4. **(0:32-0:45) Streets Fund:** $50,000 short of being balanced. Transfers from the Streets Reserve Fund and General Fund will make up this shortfall this year. Councilor Webb arrives @ 5:10 pm.
   a. Councilor GB moves to approve the Street Fund
   b. Mayor PC seconds the motion
   c. Unanimously passed among present members: 8-0-1 @ 5:20 pm

5. **(0:45-0:50) Street Capital Improvement Fund:**
   a. Councilor BW moves to accept the Street Capital Improvement Fund as presented
   b. Councilor GB seconds the motion
   c. Vote: Unanimously passed among present members: 8-0-1 @ 5:25 pm

6. **(0:50-1:09) Equipment Replacement Fund:** Public Works has requested a new Vac-Con; with only $150,000 in this fund, it is unlikely that The City will be able to afford one in the next 5 years without a grant or a deal from a government supply reseller. The committee discussed the budgeting process, and Budget Officer David Johnson answered their questions. Councilor Rask leaves @ 6:38.
   a. Mayor Cox moves to approve the Equipment Replacement Fund as presented
   b. Cory Aschauer seconded the motion
   c. Vote: Unanimously passed among present members: 8-0-1 @ 5:44 pm

7. **(1:10-1:43) Water SDC Fund:** SDC funds are split into two funds: improvement funds can only be spent on water system improvements, and reimbursement funds can be used on maintenance. The Budget Committee discusses what constitutes “improvement” vs. “repair” and if a repair improves the overall system if funding can be used from both.
   a. Councilor GB moves to approve the Water SDC Fund as presented
   b. Councilor AV seconds the motion
   c. Vote: Passed among present members: 8-1-1 @ 6:23 with Cory Aschauer being the sole nay vote.

8. **(1:43-1:54) Sewer SDC Fund:** Roughly 94% of this fund can be used for repairs, and the remaining 6% can be used for improvements.
   a. Councilor GB moves to approve the Sewer SDC Fund as presented
   b. Councilor BW seconds the motion
   c. Vote: Passed among present members: 8-1-1 @ 6:34 pm with Cory Aschauer being the sole nay vote.

9. **(1:54-2:15) General Fund**
   a. Councilor AV moves to approve the General Fund as presented at this meeting
   b. Councilor BW seconds the motion
   c. Vote: Passed among present members: 3-2-1 @ 6:45 pm with Cory Aschauer and Councilor BD being the nay votes.

10. **(2:15-2:18) Tax Rate**
    a. Mayor PC moves to approve the tax rate for the FY 24-25 at the state rate
    b. Councilor BW seconds the motion
    c. Vote: Unanimously passed among present members: 8-0-1 @ 6:48 pm

11. **Adjourn:** The General Fund and Tax Rate were the last items needed to approve the budget in full at the City Council meeting. Budget Chair TP adjourns the meeting at 6:55 pm.

Attest:

____________________________ ________________________________
Mayor, Ann Vileisis Date

______________________________ ________________________________
City Recorder, Joseph Harrison Date

ORD. 2025-02

ORDINANCE 2025-02

AN ORDINANCE OF THE CITY OF PORT ORFORD AUTHORIZING A LOAN FROM THE WATER FUND

BY ENTERING INTO THE FINANCING CONTRACT WITH THE OREGON INFRASTRUCTURE FINANCE AUTHORITY

The City Council ("Governing Body") of the City of Port Orford ("Recipient") finds:

A. Recipient is a "municipality" within the meaning of Oregon Revised Statutes 285B.410(9).

B. Oregon Revised Statutes 285B.560 through 285B.599 (the "Act") authorize any municipality to file an application with the Oregon Infrastructure Finance Authority of the Business Development Department ("OBDD") to obtain financial assistance from the Water Fund.

C. Recipient has filed an application with OBDD to obtain financial assistance for a "water project" within the meaning of the Act.

D. OBDD has approved Recipient's application for financial assistance from the Water Fund pursuant to the Act.

E. Recipient is required, as a prerequisite to the receipt of financial assistance from OBDD, to enter into a Financing Contract with OBDD, number Y25006, substantially in the form attached hereto as Exhibit 1. The project is described in Exhibit C to that Financing Contract (the "Project").

F. Notice relating to Recipient's consideration of the adoption of this Ordinance was published in full accordance with Recipient's charter and laws for public notification.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Port Orford as follows:

1. Financing Loan Authorized. The Governing Body authorizes the City Administrator (the "Authorized Officer") to execute on behalf of Recipient the Financing Contract and such other documents as may be required to obtain financial assistance (the "Financing Documents"), including a grant from OBDD in the amount of $111,540, and a loan from OBDD, on such terms as may be agreed upon between the Authorized Officer and OBDD, on the condition that the principal amount of the loan from OBDD to Recipient is not in excess of $111,540 and an interest rate of 1.00% per annum. The proceeds of the

loan from OBDD will be applied solely to the "Costs of the Project" as such term is defined in the Financing Contract.

2. Sources of Repayment. Amounts payable by Recipient are payable from the sources described in section 4 of the Financing Contract and the Oregon Revised Statutes Section 285B.581(2) which include:
    a. The revenues of the project, including special assessment revenues;
    b. Amounts withheld under ORS 285B.599;
    c. The general fund of Recipient; or
    d. Any other source.

3. Tax-Exempt Status. Recipient covenants not to take any action or omit to take any action if the taking or omission would cause interest paid by Recipient pursuant to the Financing Documents not to qualify for the exclusion from gross income provided by Section 103(a) of the Internal Revenue Code of 1986, as amended. Recipient may enter into covenants to protect the tax-exempt status of the interest paid by Recipient pursuant to the Financing Documents and may execute any Tax Certificate, Internal Revenue Service forms or other documents as may be required by OBDD or its bond counsel to protect the tax-exempt status of such interest.

DATED this 2nd day of April 2025.

City of Port Orford

_____________________________ _____________________________

Mayor, Ann Vileisis Date

Attest:

_____________________________ _____________________________

City Recorder, Joseph Harrison Date

Finance Discussion

Materials submitted by the Finance Committee can be viewed at the following link:

http://portorford.org/wp-content/uploads/2025/03/BUDGET-IDEAS_updated_APRIL-2025.pdf

http://portorford.org/wp-content/uploads/2025/03/BUDGET-IDEAS_updated_APRIL-2025.pdf