

**CITY OF GRANTS PASS  
BUDGET COMMITTEE MEETING MINUTES  
May 25, 2023, at 6:00 pm  
Council Chambers**

**City Councilors**

Brian DeLaGrange  
Rob Pell - Absent  
Valerie Lovelace  
Rick Riker  
Dwight Faszer - Absent  
Dwayne Yunker - Absent  
Joel King - Absent  
Vanessa Ogier

**Budget Committee**

**Members**

Tom Brandes, Chair  
Tom Bradbeer, Vice Chair  
Curt Collins  
Tripp Androy  
Josh Balloch  
Tammie Schmidt-Kirk -  
Absent

**City/Staff:**

Aaron Cubic, City Manager/Budget Officer  
Augustus Ogu, City Attorney  
Karen Frerk, City Recorder  
JC Rowley, Finance Director  
Ken Selland, IT Manager  
Bradley Clark, Community Development Director  
Jason Canady, Public Works Director  
Warren Hensman, Police Chief  
Mindy Ellerman, Accounting Supervisor  
Keith Larkin, Fire Chief

**1. Budget Chair convene Committee**

- Budget Chair, Tom Brandes opened the meeting and roll was taken.

**2. Administration Department Budget presentation**

- City Manager Aaron Cubic presented the Administration Department Budget. He discussed the department organization, which includes Mayor & Council, Policy and Legislation, Management Services, Legal Services, Administrative Services, General Insurance, Human Resources, Workers' Compensation, and Information Technology. He explained that the Strategic Plan drives the budget, which directly supports the Council in developing the Council Goals and City's Work Plan.
- JC Rowley, Director of Finance talked about Finance Services. This includes the budget, audit, accounts receivable, accounts payable, payroll, treasury activities, financial control and reporting, grant administration, miscellaneous billing, and other support services. He discussed the financial efficiencies including technology and staffing. He talked about future challenges including recent software upgrades.
- He talked about the Benefits Administration Fund, including the Wellness Program and Public Employees Retirement System. He stated that the PERS rate has steadily increased since 2011 at a rate of 3% every 2 years. This increase is slightly more than \$1.3 million in expenditures for the current year. He explained the creation of the Employer Incentive Fund with a 25% match of the contributed \$2 million, amortized over the next 20 years beginning July 1, 2023.
- He discussed the Auxiliary Services which include the Lodging Tax Fund, Debt Services – Bancroft and General Obligation Bonds, Industrial &

Downtown Loan Fund, Community Development Block Grant, and Environmental Waste Fee Fund.

- City Manager Cubic gave a budget recap. He asked for motion to approve the budget in total, approve the two property tax rates of \$4.1335 per \$1,000 of assessed value for the permanent rate and \$1.79 per \$1,000 of assessed value for the Public Safety Operating Levy.

**3. Receive public comment and/or questions**

- None.

**4. Discuss any general questions or information requests from the Committee**

- None.

**5. Vote for tentative Budget approval of programs discussed (if applicable)**

**MOTION/VOTE**

**Councilor King moved, and Member Collins seconded the motion to approve the budget for the fiscal year ending June 20, 2024, as amended, in the amount of \$207,127,625. The vote resulted as follows: “AYES”:**  
**Councilors Lovelace, Riker, and King, and Committee Members Chair Brandes, Vice Chair Bradbeer, Members Androy, Balloch, and Collins.**

**“NAYS”:** Councilors DeLaGrange and Ogier. **Abstain:** None. **Absent:** Councilors Pell, Faszer and Yunker, and Committee Member Schmidt-Kirk.  
**The motion passed.**

**6. Vote for approval of Property Tax Rate and complete City Budget**

**MOTION/VOTE**

**Member Androy moved, and Committee Member Bradbeer seconded the motion that the Budget Committee of the City of Grants Pass approve property taxes for the fiscal year ending June 30, 2024, at the rate of \$4.1335 per \$1,000 of assessed value for the permanent rate tax levy. The vote resulted as follows: “AYES”:** Councilors Lovelace, Riker, King, and Ogier, and Committee Chair Brandes, Vice Chair Bradbeer, Members Androy, Balloch, and Collins. **“NAYS”:** None. **Abstain:** None. **Absent:** Councilors DeLaGrange, Pell, Faszer and Yunker and Committee Member Schmidt-Kirk.

**The motion passed.**

**MOTION/VOTE**

**Member Balloch moved, and Councilor Lovelace seconded the motion that the Budget Committee of the City of Grants Pass approve property taxes for the fiscal year ending June 30, 2024, in the amount of \$1.79 for the Public Safety Operations levy. The vote resulted as follows: “AYES”:**  
**Councilors Lovelace, Riker, King, and Ogier, and Committee Chair Brandes, Vice Chair Bradbeer, Members Androy, Balloch, and Collins.**

**“NAYS”:** None. **Abstain:** None. **Absent:** Councilors DeLaGrange, Pell, Faszer and Yunker and Member Schmidt-Kirk.  
The motion passed.

**Adjourn the Budget Committee meeting and convene the Urban Renewal Agency Budget Committee meeting**

**MOTION/VOTE**

**Councilor Lovelace moved, and Member Androy seconded the motion to close the public hearing on the Budget Committee hearing. The vote resulted as follows: “AYES”:** Councilors Lovelace, Riker, King, and Ogier, and Committee Chair Brandes, Vice Chair Bradbeer, Members Androy, Balloch, and Collins. **“NAYS”:** None. **Abstain:** None. **Absent:** Councilors DeLaGrange, Pell, Faszer and Yunker, and Member Schmidt-Kirk.  
The motion passed.

**MOTION/VOTE**

**Councilor Lovelace moved, and Member Balloch seconded the motion to open the Urban Renewal Agency discussion. The vote resulted as follows: “AYES”:** Councilors Lovelace, Riker, King, and Ogier, and Committee Chair Brandes, Vice Chair Bradbeer, Members Androy, Balloch, and Collins. **“NAYS”:** None. **Abstain:** None. **Absent:** Councilors DeLaGrange, Pell, Faszer and Yunker, and Member Schmidt-Kirk.  
The motion passed.

- 1. Budget Officer convene Agency**
  - a. Nominations for Budget Chair and Vice Chair
  - b. Election of Budget Chair and Vice Chair

**MOTION/VOTE**

**Member Bradbeer moved, and Councilor Lovelace seconded the motion to appoint Tom Brandes as chair of the Urban Renewal Agency Budget Committee. The vote resulted as follows: “AYES”:** Councilors Lovelace, Riker, King, and Ogier, and Committee Chair Brandes, Vice Chair Bradbeer, Members Androy, Balloch, and Collins. **“NAYS”:** None. **Abstain:** None. **Absent:** Councilors DeLaGrange, Pell, Faszer and Yunker, and Member Schmidt-Kirk. The motion passed.

**MOTION/VOTE**

**Councilor Lovelace moved, and Councilor Riker seconded the motion to appoint Tom Bradbeer as Vice Chair. The vote resulted as follows: “AYES”:** Councilors DeLaGrange, Lovelace, Riker, King, and Ogier, and Committee Chair Brandes, Vice Chair Bradbeer, Members Androy, Balloch, and Collins. **“NAYS”:** None. **Abstain:** None. **Absent:** Councilors Pell, Faszer and Yunker, and Member Schmidt-Kirk.  
The motion passed.

2. **Delivery of Budget Message and receive the Budget Document**
  - City Manager Cubic presented the Budget Message. He stated that the Agency is a component unit of the City. He stated that the Agency focuses on encouraging economic opportunities, facilitating sustainable, manageable growth, and maintains, operates, and expands our infrastructure to meet community needs. FY'24 is the 7<sup>th</sup> annual budget for the Agency. This is a program to improve specific areas that are poorly developed or underdeveloped. It provides a mechanism for financing to implement City plans. The taxing districts this program impacts are Josephine County, City of Grants Pass, 4H Extension, Josephine Community Library District, Rogue Community College, and Southern Oregon Education Service District.
3. **Receive public comment and/or questions**
  - None.
4. **Discuss any general questions or information requests from the Agency**
  - Member Balloch commented on his concern of the flexible nature of leaving the Council the flexibility to do whatever with the \$5 million. He is concerned that with no direction, the potential of being stuck in a process of perpetual pilot projects.
  - Councilor DeLaGrange asked about the 40% increase in revenue this year.
  - Member Androy asked about the Special Projects line and asked how they will bolster economic growth.
  - Councilor Lovelace asked if they could pause the URA.
  - Member Balloch said he sees the immense wisdom in this, stating that it is a very smart move and investing in infrastructure is something that has long term sustainability.
  - Member Androy stated he has concerns with the cost of the Water Treatment Plant and does the project become attainable absent the availability of this financing.
5. **Vote for Budget approval**

#### **MOTION/VOTE**

**Member Balloch moved, and Member Androy seconded the motion that the Budget Committee of the Grants Pass Urban Renewal Agency approve the property taxes for the 2023-2024 Fiscal Year tax increment for the maximum amount of revenue that may be raised by dividing the taxes for the Grants Pass Urban Renewal Plan Area under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457. The vote resulted as follows: "AYES": Councilors DeLaGrange, Lovelace, Riker, King, and Ogier, and Committee Chair Brandes, Vice Chair Bradbeer, Members**

**Androy, Balloch, and Collins. “NAYS”: None. Abstain: None. Absent: Councilors Pell, Faszer and Yunker and Member Schmidt-Kirk.  
The motion passed.**

**MOTION/VOTE**

**Member Androy moved, and Councilor Lovelace seconded the motion that the Budget Committee of the Grants Pass Urban Renewal Agency approve the budget for the fiscal year ending June 30, 2024, in the amount of \$6,040,400. The vote resulted as follows: “AYES”: Councilors DeLaGrange, Lovelace, Riker, King, and Ogier, and Committee Chair Brandes, Vice Chair Bradbeer, Members Androy, Balloch, and Collins. “NAYS”: None. Abstain: None. Absent: Councilors Pell, Faszer and Yunker and Member Schmidt-Kirk.**

**The motion passed.**

**MOTION/VOTE**

**Member Balloch moved, and Member Androy seconded the motion to adjourn the meeting. The vote resulted as follows: “AYES”: Councilors DeLaGrange, Lovelace, Riker, King, and Ogier, and Committee Chair Brandes, Vice Chair Bradbeer, Members Androy, Balloch, and Collins. “NAYS”: None. Abstain: None. Absent: Councilors Pell, Faszer and Yunker, and Member Schmidt-Kirk.  
The motion passed.**

Meeting adjourned by Chair Brandes at 8:10 pm.

*Minutes prepared by Dianne Phelan, City of Grants Pass Administration*