

## Minutes April 15, 2025

### JC Budget Committee Meeting

The meeting was called to order by Mayor Vince Whitehead at 6:40 p.m.

Attendees: Mayor Vince Whitehead, Council members Margaret McCrea, Randy Anderson, Jacqueline Moritz, Committee Members Angie Long, Tara Schofstall and Dorothy \_\_\_\_\_.

The Committee chose Mayor Vince Whitehead to be the presiding officer for the meeting. The Committee chose Margaret McCrea to be the secretary of the meeting. Mayor Whitehead passed out copies of the proposed budget to the committee members and to the residents who attended.

The Funds: Mayor Whitehead explained that the City has three Funds: the General Fund, the Highway Fund and the Sewer Fund. The General Fund receives income from State delegated funds from such sources as franchise fees, license fees, taxes on alcohol, tobacco and marijuana sales, etc. Johnson City has no taxable income sources of its own. These are “pass-through” monies, meaning Johnson City can spend them as the Committee or Council determine is best for the City. The Highway Fund also gets money from the State. It is dedicated money from the gas tax and other transportation sources which the City can only use on roads, streets and lighting. The Sewer Fund gets money through rent paid by residents and is paid to WES (Water Environment Services (of Clackamas County)). Johnson City pays wholesale for our sewer costs.

General Fund: Mayor Whitehead began to explain the balance sheet for the General Fund. He pointed out that our income is likely to be less this year so the proposed beginning fund balance for budget year 2025-26 was considerably lower than that of the three previous budget years shown on the balance sheet. The Committee discovered that the second sheet having to do with the General Fund, showing proposed expenses rather than expected income, was not the same for each Committee member’s copy of the budget. Some budgets showed expected expenses of \$70,100 in the coming budget year, while other members had budgets that showed a figure of \$73,300. Mayor Whitehead could not explain the discrepancy, but gathered up the proposed budgets and indicated that he would bring corrected budget figures to the next meeting.

The Committee asked why the beginning fund balance proposed for 2025-26 was \$35,000 compared to the 2024-25 beginning balance of \$63,000. There was considerable discussion attempting to figure out the difference, but the Committee was unable to determine what could cause the difference, and Mayor Whitehead was not able to answer the question. The Committee felt that it needed clarification from City Recorder Judy Davis. Mayor Whitehead assured the Committee that he will consult with Judy Davis about this matter and will return to the Budget Committee with answers as to “what happened to the money,” meaning “why is the Beginning Fund Balance proposed for Budget Year 2025-26 only \$35,000 when the same figure for the current budget year was \$63,000?” The Committee also wished to know what that initial number represents; in other words, is that figure the amount of money the City has in its General Fund bank account and when, or is the figure something else? There was some discussion on this point and no one could clarify the issue.

Motion for Line-Item Addition to General Fund for Website: Before moving on to a discussion of the other two funds, Margaret McCrea made a proposal to add an expense in the General Fund for the City to have a website. She explained that the City Council had not yet decided to have a website, but she would raise the issue at the regular Council meeting; but in the meantime, she proposed setting aside funds to get a website while the budget was still in process, rather than having to wait another year before the City could fund one. Ms. McCrea passed out printed information as to the cost and benefits of having website. That document, called Website Creation Costs for a Small Organization, is attached to these minutes. She proposed that the City could meet its obligations for communications and transparency recently imposed by the State by having a website. She also pointed out that websites are very low-cost and easy to set up and maintain.

A discussion also came up about a website that has already been built for Johnson City, but the Committee does not know who created it or why. Tara Schofstall informed the Committee that she has a website for the Johnson City Tenants Collective. The Committee was not inclined to use either website for Johnson City’s official website. The City’s website needs to be voted on by the Budget Committee and the City Council, use appropriated City funds to pay for it, and give only City officials access to create, edit or delete content.

Margaret McCrea suggested that the Budget Committee insert a line item of \$1,000 to create and support a City website, or “find room” for \$1,000 for a website. Mayor Whitehead suggested that the Contingency Fund could be used without having to insert a specific line item for this item. Tara Schofstall made a motion: to create a line item (Line 16) of the proposed General Fund Administration expenses for 2025-26 of \$1,000 to fund a website, or act as a placeholder for funds that can be used from any other appropriate part of the annual budget. Jacqueline Moritz seconded the Motion. Mayor Whitehead called for a vote. Voting for were Mayor Whitehead, Randy Anderson, Angie Long, Tara Schofstall, Dorothy \_\_\_\_\_, Margaret McCrea and Jacqueline Moritz. No one voted against.

Comment by Randy Anderson: Council Member Randy Anderson offered an explanation for the difference between the two starting figures that had confused the Committee members. He suggested this was an accounting measure, based on a budget estimate, not an indication of expenses or bank balances.

Tara Schofstall asked that the comment in the introductory message for the budget be corrected regarding Johnson City’s membership in CERT. Johnson City has not created CERT team yet. She also objected again to the city’s acceptance of funds from the marijuana tax.

Motion regarding Proposed Budget: The Committee deferred approving the budget as presented to it at the meeting, on the grounds that (a) the figures in different copies of the budget did not match each other, and (b) the Committee has asked that City Recorder Davis clarify the beginning figures discussed above. Instead of continuing with the budget process, and in lieu of having another interim Budget Committee meeting, after some discussion, Tara Schofstall made the following Motion: that the Budget Committee table the approval of the proposed budget as presented at this meeting until 6:30 p.m. on May 20, 2025 when the Budget Committee is scheduled to meet again before the next regular City Council meeting. It would be the first order of business at the next Budget Committee meeting. Margaret McCrea seconded it. Those voting in favor: Mayor Vince Whitehead, Council members Margaret McCrea and Jacqueline Moritz, Committee Members Angie Long, Tara Schofstall and Dorothy \_\_\_\_\_. Council member Randy Anderson voted against the motion.

Adjournment: Committee Members Angie Long moved to adjourn and Tara Schofstall seconded the motion. Mayor Vince Whitehead, Council members Margaret McCrea, Jacqueline Moritz and Randy Anderson, Committee Members Angie Long, Tara Schofstall and Dorothy \_\_\_\_\_ voted in favor.

The meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Margaret McCrea

## Website Creation Costs for a Small Organization

For a small organization of around 600 people seeking a basic and inexpensive website, the cost can vary significantly depending on your approach—whether you use a DIY website builder, hire a freelancer, or engage a professional agency.

### Typical Price Ranges

Approach	Upfront Cost	Ongoing Monthly Fee	Notes
DIY Website Builder	\$10–\$30/month	\$10–\$30/month	No large upfront fee; includes hosting
Low-cost Freelancer	\$250–\$600 one-time	\$5–\$150/month	May require extra for updates/maintenance
Professional Web Developer/Agency	\$1,000–\$10,000+	\$35–\$500/month	Higher quality, more customization

- **DIY Website Builders** (e.g., Wix, Squarespace, Weebly): These platforms allow you to create a professional-looking site yourself, often with drag-and-drop tools. The cost is typically \$10–\$30 per month, which includes hosting, templates, and basic support. No significant upfront fee is required<sup>3</sup>.
- **Freelancers**: Hiring a freelancer for a basic site can cost \$250–\$600 for the initial build, with ongoing costs for hosting and maintenance ranging from \$5–\$150 per month, depending on your needs and the freelancer’s rates<sup>3</sup>.
- **Professional Agencies**: For a more polished, custom site, agencies typically charge \$1,000–\$10,000 for a small business website, with ongoing maintenance and hosting fees of \$35–\$500 per month<sup>165</sup>.

## Reasonable Monthly Maintenance Fees

Monthly website maintenance fees depend on the complexity and size of your site:

- **Basic Sites:** \$10–\$50/month (includes hosting, domain, basic updates)[35](#).
- **Small to Medium Business Sites:** \$35–\$500/month (includes more robust support, security, and updates)[5](#).
- **If you use a website builder,** the monthly fee is usually all-inclusive (hosting, support, updates)[3](#).

For a basic, informational website for a small organization, a monthly fee in the range of **\$10–\$50** is reasonable if you use a website builder or manage the site yourself. If you require more hands-on support or have more complex needs, expect to pay **\$35–\$500** per month for professional maintenance[5](#).

### Summary Table

Option	Upfront Cost	Monthly Fee	Best For
DIY Website Builder	\$0–\$30	\$10–\$30	Simple, low-cost, self-managed
Freelancer	\$250–\$600	\$5–\$150	Budget custom site, some support
Professional Agency	\$1,000–\$10,000+	\$35–\$500	Custom, higher quality, support

### Key Takeaways

- **DIY website builders** are the most affordable and simplest option for a basic site, with all-inclusive monthly fees.
- **Hiring a freelancer** is a good middle ground for a custom look at a lower price.
- **Professional agencies** offer the highest quality and support but at a higher cost.

- For a small organization with basic needs, expect to pay **\$10–\$50/month** for ongoing costs, and **\$0–\$600** upfront if you use a builder or freelancer [356](#).

26:24 "I have two things to add to that. I already do this for free for the City. Everything you're talking about here I already have hosted up on the Tenant Collective website including the minutes and everything like that. So should you get to this, I can easily help you with that particular information because I have it back to 2010. The second thing is that the other guy who did it did it for like for one month. Judy is the one, she put it out in the newsletter for it and then it went absolutely nowhere even though it's listed on the Wikipedia page. One of my suggestions might be that because we are so small issue and is something for the Council to consider is if you are looking at something like cost you might want to consider going to a free website like the one I'm using for the Tenant Collective and just mask the url which would be a lot cheaper for that and what I mean by that is that you would purchase the domain [www.johnsoncity.com](http://www.johnsoncity.com) or whatever you want for it and then you'd build your website and then you'd mask it, you'd link that website to your to the to the to the link that you have created and then anytime anybody Googles it it automatically goes to Johnson City instead of My [unintelligible - - 27:51] or whatever."

Me: "So those are the decision for the City Council to make if we decide we want to have a website."

NO MOTION TO DO A SEARCH FOR THE PERSON WHO MADE THE DEFUNCT WEBSITE. JUST GENERAL DISCUSSION ABOUT IT.