



# CURRY COUNTY BOARD OF COMMISSIONERS WORKSHOP

Wednesday, March 28, 2018 – 10:00 AM  
Commissioners' Hearing Room, Courthouse Annex  
94235 Moore Street, Gold Beach, Oregon

[www.co.curry.or.us](http://www.co.curry.or.us)

## AGENDA

1. **Call To Order & Pledge Of Allegiance**
2. **Adoption/Amendment Of The Agenda** (5 minutes)
3. **Overview and Discussion of County Financial Status and 2018-2019 Fiscal Year (FY) Budget Direction.** – John Hitt, Interim County Administrator and Louise Kallstrom, County Accountant (120 minutes)
4. **Adjourn**

*Curry County does not discriminate against individuals with disabilities and all public meetings are held in accessible locations. Auxiliary aids will be provided upon request with 48 hours advance notification. Please call 541.247.3296 if you have questions regarding this notice.*

CURRY COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM ROUTING SLIP

FORM 10-001.1 **Revision 3-22-2018**

**PART I – SUBMITTING DEPARTMENT: RETURN TO [BOC OFFICE@CO.CURRY.OR.US](mailto:BOC_OFFICE@CO.CURRY.OR.US)**

**PROPOSED AGENDA ITEM TITLE:** Overview and Discussion of County Financial Status and FY 2018/19 Budget Issues

**TIMELY FILED** Yes  No

If No, justification to include with next BOC Meeting

**AGENDA DATE<sup>a</sup>:** 03/28/18 **DEPARTMENT:** Administration **TIME NEEDED:** 120 min

(<sup>a</sup>Submit by 9AM five days prior to the next General Meeting (six days if a holiday falls within that five day period)) **RECOMMENDED AGENDA CATEGORY** DISCUSSION ONLY

**MEMO ATTACHED** Yes  No  If no memo, explain:

**CONTACT PERSON:** John Hitt **PHONE/EXT:** 3287 **TODAY'S DATE:** 03/22/18

**BRIEF BACKGROUND OR NOTE: (If no memo attached)**

**FILES ATTACHED:**

- (1) Memo and Outline of Chief Discussion Points
- (2)
- (3)

**INSTRUCTIONS ONCE SIGNED:**

- No Additional Activity Required OR
- File with County Clerk Name:
- Send Printed Copy to: Address:
- Email a Digital Copy to: City/State/Zip:
- Other Phone:

**Note: Most signed documents are filed/recorded with the Clerk per standard process.**

**PART II – COUNTY ADMINISTRATOR REVIEW**

**APPROVED FOR** 03/28/18 **BOC MEETING**  **Not Approved for BOC Agenda because**

**ASSIGNED TO:** DISCUSSION ONLY

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**BOC MEMO TEMPLATE**

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**TO: BOARD OF COMMISSIONERS**

**FROM: INTERIM COUNTY ADMINISTRATOR**

**SUBJECT: WORKSHOP ON FINANCIAL STATUS AND BUDGET OPTIONS**

**DATE: MARCH 28, 2018**

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**BACKGROUND:** Curry County has, for several years, faced significant challenges in putting together its annual budget. As costs for almost everything (esp. PERS, Health Insurance, vehicles, etc.) continue to rise, county revenues have fallen. Budget hearings have become protracted as intense scrutiny of even smaller line items has occurred in an attempt to match declining revenues with increasing costs of service.

**RELEVANT FACTS:** 1. Current projections for FY 18/19 (attached) indicate a shortfall of approximately \$1,000,000 in the General Fund.(GF) 2. These projections include some significant increases in a few GF categories in order to, in my opinion, improve levels of service for those departments that have been most impacted by the budget reductions of recent years. 3.It would seem unlikely that the even if these increases were removed that more 'tinkering' with departmental line items would/could successfully balance the budget without further degradation(s) of service levels in key departments. 4. It would seem prudent for the BOC and Budget Committee to establish overall organizational service standard priorities at the interdepartmental level if more budget cuts are contemplated in order to meet decreasing revenues. 5. As of the writing of this memo, potential funding levels from the congressional reauthorization of the Secure Rural Schools and Payments in Lieu of Taxes program are not known nor estimated. 6. Long-term county funding needs for facility maintenance/capital improvements, technology improvements, and other needs have mostly been ignored in order to match current revenues with current expenses.

**OPTIONS:** 1. Take no action and defer to Budget Committee meetings to do a detailed examination of each fund and budget items in order to balance the budget in accordance with prior practice. 2.Contemplate/discuss the use of current reserve funds (unappropriated GF balance and/or contingency, or roads funds) to 'balance' the coming year's budget in accordance with developing desired service levels for each major county function and prioritizing those service level standards.3. Develop a long-range plan to increase county revenues in order to meet desired service level standards and 'pay back' any borrowed funds used to balance the budget over the next one or two fiscal years. 4. Consider asking the governor to declare a 'Fiscal Emergency' in order to gain state resources to help pay for essential public safety services and enhance options for obtaining increased revenues in the future.

**RECOMMENDATION(S):** This meeting is, of course, a workshop suitable for broad discussion on this crucial subject. The presentation will be by Power Point which is not attached to this memo. However, an outline of the presentation is attached.

What is recommended is a free and respectful discussion of the broad budget/financial issues facing the county.

I am not prepared to discuss detailed budget matters at this workshop. Rather I would like to better understand the BOC thinking on overall budget priorities and framework for developing the "Proposed Budget" planned to be submitted to the BOC and Budget Committee on May 7<sup>th</sup>.

Outline Of Powerpoint Presentation  
BOC Workshop 10:00AM To 12:00PM March 28, 2018  
Overview Of County Financial Status and  
FY 2018-19 Budget Considerations

- I. Where Have We Been?
  - A. Review Of Major Department Budgets Over 5 Years
  - B. Impact On Service Levels
  
- II. Where Are We Now?
  - A. How Do We Compare?
  - B. Service Levels Comparison
  - C. What Are Our Major Functions
  - D. What Are Our Major Service Level Challenges
  
- III. Where Should We Go?
  - A. Revenue Options
  - B. Service Reduction Options
  - C. Intra-Department Reductions
  - D. Fiscal Emergency
  - E. Others
  
- IV. Broad View Of 2018/19 FY Budget
  - A. Review Of Spreadsheet
  - B. Discussion

## 2018-2019 BUDGET - GENERAL FUND TO/FROM CONTRIBUTIONS AS OF 03/22/2018

|                             | 2018-2019     |                         |                            |                       |              | 2018-2019<br>TO/FROM<br>GEN FUND | 2017-2018               |                              | 2017-2018<br>TO/FROM<br>GEN FUND | AS OF 03/22/2018<br>(OVER)/UNDER<br>PRIOR YR BUDGET |
|-----------------------------|---------------|-------------------------|----------------------------|-----------------------|--------------|----------------------------------|-------------------------|------------------------------|----------------------------------|-----------------------------------------------------|
|                             | TOTAL REVENUE | PAYROLL<br>EXPENDITURES | MAT & SVCS<br>EXPENDITURES | OTHER<br>EXPENDITURES | TOTAL EXPEND |                                  | BUDGET<br>TOTAL REVENUE | BUDGET<br>TOTAL EXPENDITURES |                                  |                                                     |
| 1.10 BOPTA                  | 1,000         | 2,957                   | 3,265                      |                       | 6,222        | (5,222)                          | 1,000                   | 5,144                        | (4,144)                          | (1,078)                                             |
| 1.10 County Clerk-Elections | 2,709         | **1 185,443             | 63,450                     |                       | 248,893      | (246,184)                        | 2,709                   | 195,375                      | (192,666)                        | (53,518)                                            |
| 1.10 Tax Collections        | 35,500        | 80,519                  | 55,998                     |                       | 136,517      | (101,017)                        | 35,500                  | 132,702                      | (97,202)                         | (3,815)                                             |
| 1.10 Treasurer's Office     | 8,360         | **11 102,512            | 17,604                     |                       | 120,116      | (111,756)                        | 7,975                   | 109,738                      | (101,763)                        | (9,993)                                             |
| 1.10 Assessor's Office      | 151,700       | 435,060                 | 131,547                    |                       | 566,607      | (414,907)                        | 151,700                 | 555,334                      | (403,634)                        | (11,273)                                            |
| 1.10 GIS Operations         | 11,657        | **4 -                   | 25,127                     |                       | 25,127       | (13,470)                         | 25,127                  | 25,127                       | -                                | (13,470)                                            |
| 1.10 District Attorney      | 30,200        | 305,605                 | 88,893                     |                       | 394,498      | (364,298)                        | 30,200                  | 382,400                      | (352,200)                        | (12,098)                                            |
| 1.10 County Clerk-Recording | 199,733       | **2 148,176             | 51,701                     |                       | 199,877      | (144)                            | 199,733                 | 219,968                      | (20,235)                         | 20,091                                              |
| 1.10 Comm Dev-Planning      | 94,500        | **5 111,748             | 25,224                     |                       | 136,972      | (42,472)                         | 94,500                  | 103,483                      | (8,983)                          | (33,489)                                            |
| 1.10 Surveyor               | 55,500        | **10 87,192             | 10,500                     |                       | 97,692       | (42,192)                         | 48,758                  | 48,758                       | -                                | (42,192)                                            |
| 1.10 Sheriff-Crim/Civil     | 82,500        | **7 1,427,243           | 625,578                    |                       | 2,052,821    | (1,970,321)                      | 82,500                  | 1,546,882                    | (1,464,382)                      | (505,939)                                           |
| 1.10 Harbor Sub Station     | 2,400         | -                       | 2,400                      | -                     | 2,400        | -                                | 2,400                   | 2,400                        | -                                | -                                                   |
| 1.10 Sheriff-Jail           | 207,000       | **7 1,176,227           | 392,588                    |                       | 1,568,815    | (1,361,815)                      | 207,000                 | 1,515,801                    | (1,308,801)                      | (53,014)                                            |
| 1.10 Sheriff-911 Dispatch   | 180,800       | 709,920                 | 121,135                    |                       | 831,055      | (650,255)                        | 180,800                 | 814,030                      | (633,230)                        | (17,025)                                            |
| 1.10 Juvenile               | 80,700        | **3 451,157             | 126,077                    |                       | 577,234      | (496,534)                        | 80,700                  | 520,465                      | (439,765)                        | (56,769)                                            |
| 1.10 Emergency Services     | 65,000        | **8 73,631              | 41,784                     | 25,000                | 140,415      | (75,415)                         | 65,000                  | 119,421                      | (54,421)                         | (20,994)                                            |
| 1.10 Solid Waste            | 95,000        | **6 17,861              | 3,133                      |                       | 20,994       | 74,006                           | 85,000                  | 22,615                       | 62,385                           | 11,621                                              |
| 1.10 Veteran's Services     | 87,258        | 75,123                  | 64,918                     |                       | 140,041      | (52,783)                         | 44,000                  | 93,774                       | (49,774)                         | (3,009)                                             |
| 1.10 Other Requirements     | -             | -                       | 154,526                    | 295,556               | 450,082      | (450,082)                        | -                       | 450,082                      | (450,082)                        | -                                                   |
|                             | 1,391,517     |                         |                            |                       | 7,716,378    | (6,324,861)                      | 1,344,602               | 6,863,499                    | (5,518,897)                      | (805,964)                                           |
| 1.10 Non-Departmental       | 6,291,400     | **9 16,871              | 1,019,000                  | -                     | 1,035,871    | 5,255,529                        | 6,523,897               | 1,005,000                    | 5,518,897                        | (263,368)                                           |
| GENERAL FUND BALANCE        |               |                         |                            |                       |              | (1,069,332)                      | 7,868,499               | 7,868,499                    | -                                | (1,069,332)                                         |

- \*\*1 PAYROLL - ADD 1 ELECTIONS CLERK
- \*\*2 PAYROLL - TWO NEW HIRES AT LOWER RATES
- \*\*3 PAYROLL - MOVED LARGER % PR FROM PARKS TO JUVENILE
- \*\*4 REVENUE - TITLE III TRANSFER (MAY BE OUT OF FUNDS)
- \*\*5 PAYROLL - ADD SR PLANNER/CODE ENFORCEMENT & 5% ADMIN HITT
- \*\*6 PAYROLL - COUNSEL REDUCTION IN PAY
- \*\*7 PAYROLL - UPDATE OUT OF CLASS TO CORRECT POSITIONS & ADD 4 DEPUTIES (PR \$75,000 EA.) PLUS VEHICLE/SUPPLIES \$45,000 EA.
- \*\*8 CAP OUTLAY - VEHICLE PURCHASE
- \*\*9 BUDGETED CARRYOVER \$2,800,000 (TOTAL CONTINGENCY \$1,030,000)
- \*\*10 PAYROLL - BRING SURVEYOR UP TO 18 HRS/WEEK AND ADJUST TO AGREED HOURLY RATE
- \*\*11 PAYROLL - ADD PART TIME DEPUTY TREASURER