

**CURRY COUNTY BOARD OF COMMISSIONERS**  
**AGENDA ITEM ROUTING SLIP**  
FORM 10-001.1 Rev. 01-13-2017

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

**AGENDA ITEM TITLE:**

Wild Rivers Coast Alliance presentation on their tourism efforts in the South Coast area.

**AGENDA DATE<sup>a</sup>:** 07.26.2017 at 10 AM **DEPARTMENT:** Economic Development **TIME NEEDED:** 1 hour

<sup>a</sup>Submit by seven days prior to the next General Meeting ( eight days if a holiday falls within that seven day period)

**CONTACT PERSON:** Johnson **PHONE/EXT:** 3228 **TODAY'S DATE:** 6.22.2017

**BRIEF BACKGROUND OR NOTE<sup>b</sup>:** This is a presentation, no action is required.

The Wild Rivers Coast Alliance is a philanthropic organization associated with the Bandon Dunes Golf Resort. Their grant funding comes from the net proceeds from Bandon Preserve, a 13-hole par-3 golf course at Bandon Dunes Golf Resort.

As noted on their web site:

"Our focus is to fund community projects on the South Coast of Oregon that are committed to triple-bottom-line results (conservation, community, and economy) and prioritize approaches that blend innovative ecological initiatives while driving economic opportunity.

Our priorities include supporting and promoting healthy fish and species habitats, working landscapes and seascapes, sustainable tourism and local entrepreneurs.

To help us achieve this vision, we have laid out a series of regional objectives to help guide our work.

These objectives include:

- Strengthen economic stability, community assets, and the environment by supporting working landscapes and seascapes
- Support economic development and ecological enhancement by fostering local, sustainable businesses and nonprofit organizations
- Forge partnerships, strengthen capacity, and assist in securing greater resources for local organizations better accomplish their goals"

<sup>b</sup>Indicate if more than one copy to be signed

**FILES ATTACHED:**

**SUBMISSION TYPE:** Proposal

- (1)
- (2)

Are there originals in route (paper copies with pre-existing signatures) **Yes**  **No**

**QUESTIONS:**

1. Would this item be a departure from the Annual Budget if approved? **Yes**  **No**   
(If Yes, brief detail)
2. Does this agenda item impact any other County department? **Yes**  **No**   
(If Yes, brief detail)
3. If Land Transaction, filed with the clerk? **Yes**  **No**  **N/A**

**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:

Due date to send:        /        /

Email:

<sup>c</sup>Note: Most signed documents are filed/recorded with the Clerk per standard process.

**PART II – COUNTY CLERK REVIEW**

**EVALUATION CRITERIA:**

**CLERK ASSESSMENT:** Does this agenda item meet filing/recording standards? **Yes**  **No**  **N/A**   
(If No, brief detail)

**PART III - FINANCE DEPARTMENT REVIEW**

**EVALUATION CRITERIA 1-4:**

1. Confirmed Submitting Department's finance-related responses **Yes**  **No**   
Comment:
2. Confirmed Submitting Department's personnel-related materials **Yes**  **No**  **N/A**   
Comment:
3. If job description, Salary Committee reviewed: **Yes**  **No**  **N/A**
4. If hire order requires an UA, is it approved? **Yes**  **No**  **Pending**  **N/A**

**PART IV – COUNTY COUNSEL REVIEW**

**AGENDA ASSIGNMENT TYPE: Presentations**

**LEGAL ASSESSMENT:** Does this agenda item have a legal impact? **Yes**  **No**   
(If Yes, brief detail)

**PART V – BOARD OF COMMISSIONER REVIEW/COMMENT**

**LIAISON COMMISSIONER AGREES TO ADD TO AGENDA:**

- Commissioner Thomas Huxley **Yes**  **No**
- Commissioner Sue Gold **Yes**  **No**
- Commissioner Court Boice **Yes**  **No**
- Not applicable to Sheriff's Department since they do not have a liaison



## BOARD OF COMMISSIONERS WORKSHOP REPORT

**Workshop Meeting Date:** July 26, 2017

**Prepared by:** Carolyn Johnson, Community Development Director

**Subject:** Tourism, Outdoor Recreation and Visitation presentation

**Summary:** Tourism, Outdoor Recreation and Visitation are the presentation topics and subsequent comment focus. Jim Seeley, Executive Director of the Wild Rivers Coast Alliance, Dave Lacey, the Oregon Coast Visitors Association (OCVA) Southern Representative, and Miles Phillips, Associate Professor at Oregon State University will provide the workshop presentation.

Miles Phillips, who is also the OSU Extension and Oregon Sea Grant Tourism & Business Development Specialist, will present information about Outdoor Recreation and Tourism Economics and the assistance available for the county, local businesses and organizations. Mr. Phillips is based on the South Coast leading this new service program and comes to our area with many years of experience working in rural coastal communities.

Dave Lacey, who is also the Destination Development Specialist for the OCVA will speak to regional destination development programs with respect to Outdoor Recreation and Agritourism on the South Coast.

As noted on their website, "Wild Rivers Coast Alliance is a philanthropic organization associated with the Bandon Dunes Golf Resort. Our grant funding comes from the net proceeds from Bandon Preserve, a 13-hole par-3 golf course at Bandon Dunes Golf Resort." One of their regional objectives is to "support economic development and ecological enhancement by fostering local, sustainable businesses and nonprofit organizations" of which regional work in tourism has been a driving objective.

Discussion with the Board and engagement with the public will be welcome.



## CURRY COUNTY BOARD OF COMMISSIONERS

MINUTES – GENERAL MEETING

Wednesday, April 5, 2017 –10:00 A.M.

Commissioners' Hearing Room, Courthouse Annex

94235 Moore St., Gold Beach, Oregon 97444

**Commissioners Present:** Chair Thomas Huxley, Vice-Chair Sue Gold, Commissioner Court Boice

**Support Staff Present:** County Counsel, John Huttli; On Call Clerk, John T. Jezuit; County Accountant, Louise Kallstrom

### 1. CALL TO ORDER & 1001 PLEDGE OF ALLEGIANCE

**Chair Huxley** opened the meeting at 10:01AM. After the Pledge of Allegiance, **Chair Huxley** asked for public speaker slips. There were 8.

### 2. AGENDA AMENDMENTS

- Move Agenda items **2A** Order Amending County Counsel Working Out of Class Pay and **2B** Contract for Prisoner Transport Services with Cal-Ore moved to the **Consent Calendar**.
- **Motion** by **Vice Chair Gold** to move Agenda item **12A** 2015 Juvenile Recidivism Report to after Public Comments. Second by Chair Huxley. Vote – **Chair Huxley Aye; Vice Chair Gold; Aye Commissioner Boice** Nay. (10:07AM)
- Regarding Agenda items **10A** BOC Budget Direction & **10B** County Consumption Tax Advisory Committee C.T.A.C., reverse the order so that 10A is 10B and **10B** is **10A**.

### 3. APPROVAL OF AGENDA

- **Motion** by **Commissioner Boice** to change **7A** to rules of conduct for Commission members. No second. Motion dies. (10:14AM)
- **Motion** by **Vice Chair Gold** second by **Commissioner Boice** to add Agenda item **7C** Secret Meeting **Motion** carried Agenda item **7C** added.
- **Motion** by **Commissioner Boice** to approve the Agenda. Second by **Vice Chair Gold**. **Motion** carried unanimously. (10:18AM)

### 4. ANNOUNCEMENTS - None

### 5. PUBLIC COMMENTS

- **Chair Huxley** stated there are 8 speaker slips and asked if any of the speakers who are not commenting on an agenda item would like to do now? Also, would the speakers like to comment before or after the agenda item.
  - Speaker 8, **Assessor Jim Kolen** chose to wait until discussion of Agenda item **10B** BOC Budget Direction.
  - Citizen **David Barnes** wanted to speak now.
- **Chair Huxley** invited **Mr Barnes** to the podium. (10:21AM)
  - **Mr Barnes** spoke about salmon, specifically, Washington DC is about to cut all money going into salmon reproduction & education on west coast. Salmon is important to the local

- economy and tourism. Will BOC consider writing a letter to Washington DC to say it's a bad idea to do this?
- **Vice Chair Gold** suggested we talk to the Ports, too, about this issue.
  - **Commissioner Boice** agrees with **Vice Chair Gold**.
  - **Chair Huxley** asked if **Commissioner Boice** would like to take the lead.
  - **Commissioner Boice** agreed.
  - **Chair Huxley** asked Juvenile/Parks **Director Jay Trost** to present Agenda item **12A** 2015 Juvenile Recidivism Report. **Director Trost** -- (10:25AM)
    - Reported Oregon's overall recidivism rate is 27.2% Curry County's rate's is 85.4%, which is the 4 lowest in the State. Also 85.4% is the lowest rate in the State when compared to counties with 15 or more referrals.
    - Credits Curry County's success in this area to prevention and the staff, led by Karli Wright, School Resource Counselor, which promotes and fosters a prevention culture. This results in a boots on the ground approach which is doing good work in schools and communities.

## 6. CONSENT CALENDAR

- A. Order Appointing K. Bunten to the Curry County Compensation Board
- B. 2016-17 Budget Appropriations Transfer
- C. Amended agreement with ODOT
- D. Personnel - add Fly-U-Home Program to AirMedCare Agreement
- E. Personnel Actions done by Appointing Authorities (Sheriff's Dept)
- F. Order Appointing J. Brazil and D. St. Marie to the Curry County Planning Commission
- G. Amendment to IGA for Southwest Seven (SW7) Consortium
- H. 2A added -- Order Amending County Counsel Working Out of Class Pay

**Motion** by **Vice Chair Gold**, second by **Commissioner Boice** to approve the Consent Calendar. **Motion** carried unanimously. (10:29AM)

## 7. ADMINISTRATIVE ACTIONS/APPOINTMENTS

- A. Adoption of Rules of Conduct for Board
  - **Chair Huxley** stated there are 3 public comment speaker slips and asked if the speakers would like to comment before or after the Board discussion?
  - **Mr Barnes** approached the podium and asked what is the impetus or mechanism the Board can be to ask for removal or censure? 1 or 2 commissioners? (10:31AM)
    - **County Counsel Huttli** responded the
      - Chair is empowered by Ordinance from year 2000 to govern the code and discipline.
      - Existing Order gives all power to the Chair.
      - New order gives power to the Board of Commissioners.
  - **Assessor Kolen** stated he will speak after the discussion.
  - **Chair Huxley** asked County Counsel to open discussion on Agenda item 7A.
  - **County Counsel Huttli** reviewed the rules.
    - Old rules were put there before board experienced disruptive conduct. Rules were taken from around the State and country.
    - The main changes were to Meeting management to 2.5 hours meeting time, listen to citizens, and why not take speakers at Workshop.
    - The new rule clarifies these old rules by requiring actual disruption in a meeting.

## More Shortened Version of Minutes

- There is case law of an incident where the one Board member was disrupting the Chair, was removed from the meeting, and the Court ruled the Board member was interfering with the Board's business.
- **Commissioner Boice** opposes these rules. (10:43AM)
- **Commissioner Gold** believes the BOC meetings need rules. As long as we have rules in place, Board can act accordingly.
- **Chair Huxley** opened the meeting to public comment.
- **Assessor Kolen** gave several reasons for opposing these rules. (10:46AM)

**Motion by Vice Chair Gold**, second by **Chair Huxley** to approve the Rules of Conduct for Board. **Chair Huxley** called for vote. **Chair Huxley** Aye. **Vice Chair Gold** Aye. **Commissioner Boice** Nay. **Motion** carried 2-1. (10:52AM)

### B. Order Rescinding Order 20322 (Temporary Pay Increase)

- **Chair Huxley** asked if the speaker would like to comment before or after the Board discussion.
  - **Senior Accounting Clerk, Cena Crook** -- (10:54AM)
    - Stated a 6 point summary of the work load
    - Advised Payroll and Personnel Coordinator, Julie Swift, helped, too.
    - Suggested changing temporary pay increase from November 30, 2016, to January 31, 2017, as County Account Kallstrom had evaluation in January.
- **Chair Huxley**
  - Asked **County Accountant Louise Kallstrom** and **County Counsel Huttl** for any comments? Agree with Order?
    - **County Account Kallstrom** recommends BOC seriously considers **Senior Accounting Clerk, Cena Crook** suggestion. (11:00AM)
    - **County Counsel Huttl** stated
      - **Senior Accounting Clerk, Cena Crook** did work at the higher pay grade during January & February 2017.
      - **County Account Kallstrom** not aware of temporary pay increase Order.
- **Commissioner Boice** stated he appreciate their efforts.
- **Commissioner Gold** stated looking at \$748 a month for both combined, about \$2100.

● **Motion: Chair Huxley** moved to change termination date from November 30, 2016 to February 28, 2017. Second by **Vice Chair Gold**. **Motion** carried unanimously (11:11AM)

### C. Secret Meetings (11:12AM)

- **Commissioner Boice** expressed his concerns over the potential possibility of secret meetings
- **Chair Huxley** asked **County Counsel** if he had any comments?
- **County Counsel** asked **Commissioner Boice**, "Do you have statutory reference?"
- **Commissioner Boice** replied he will do research and provide it.
- **Chair Huxley** suggested **Commissioner Boice** speak to **County Counsel Huttl** about this.

Also discussed was the definition of a meeting; i.e., there be must be a quorum to designate a meeting as an official meeting. If there is not a quorum, then there cannot be a secret meeting.

\* \* \* \* \* 12:15PM to 1:15PM Lunch Break \* \* \* \* \*

## 10. NEW BUSINESS

## More Shortened Version of Minutes

### A. County Consumption Tax Advisory Committee C.T.A.C. (11:34AM)

- **Commissioner Boice** Expressed his concern about the need to study this issue because budget cuts due to declining Federal funding have the potential to create safety issues for Curry County residents.
- **Vice Chair Gold** stated she is not totally against a committee but cautioned the people she has spoken to are adamantly against any taxes.
- **Chair Huxley** agrees with **Vice Chair Gold** about taxes and suggested considering the initiative process which has done in the past.
- **Chair Huxley** Do you want to make a motion?

**Motion by Commissioner Boice** for the Board of Commissioners to adopt a resolution to form a Consumption Tax Advisory Committee for the November, 2017 general election. No second. Motion dies. (11:50AM)

### B. Board of Commissioner (BOC) Budget Direction (1:18PM)

- **Chair Huxley** stated there are 4 open public speaking cards and asked **County Accountant Kallstrom** to begin the discussion.
- **County Accountant Kallstrom** approached the podium, stated she had 8 Recommendations and asked if there were any public comments now?
  - **Carl King** stated build a budget no Road Fund revenue and provide reasonable and adequate law enforcement. (1:23PM)
  - **Thomas Brand** spoke next. He stated he supports **Carl King** and advocates presenting voters with what they're paying for – a bare bones budget for a couple of years (1:28PM)
  - **Bryan Grammon** spoke next. He stated the county needs turn around and supports a sales tax, especially concentrated on tourist area. (1:28PM)

#### County Accountant Kallstrom started with Recommendation 1 (1:35PM)

- **Chair Huxley** stated grant accountability is critical and observed there is a need in FY17-18 \$30K to \$60K for matching grant funds which must be budgeted.
- **County Accountant Kallstrom** some grants had revenue budget but not expenditure budgeted. Therefore impact to general is \$8082

#### Chair Huxley called for discussion on Recommendation 2 (1:43PM)

#### Chair Huxley called for discussion on Recommendation 3 (1:43PM)

- **Chair Huxley** Recommends to not budget any of the road funds (\$977K) for this budget process and carry over to next year suggesting **County Accountant Kallstrom** find another \$460k in revenue.
- **Vice Chair Gold** concurred.
- **Commissioner Boice** disagreed.
- **County Accountant Kallstrom** stated she needs direction

#### Chair Huxley called for discussion on Recommendation 4 (1:52PM)

- **Vice Chair Gold** expressed support
- **Commissioner Boice** had some reservations.
- **County Accountant Kallstrom** this is adding \$250K

#### Chair Huxley called for discussion on Recommendation 5 (1:54PM)

- **Chair Huxley** is not in favor of using road funds for this budget process and supports hiring a code enforcement officer.



## More Shortened Version of Minutes

- **Vice Chair Gold** Would like to see what budget looks like with and without road funds.
- **Commissioner Boice** disagrees with not using road funds.
- **County Accountant Kallstrom** needs budget direction to continue working on budget.
- **Chair Huxley** For direction here, at this time, we have 2 for use of no road funds.

### Chair Huxley called for discussion on Recommendation 6 (2:07PM)

- **Chair Huxley** is not in favor of using furlough days because it is not realistic for Sheriff's department, but favors exploring possibility of changing from 40 hour work to 32 week and/or departments changing certain positions to irregular.
- **Vice Chair Gold** suggested considering other options such as 2 weeks at Christmas as that would be 10 furlough days or perhaps 1 furlough ay a month at a not yet scheduled Workshop.
- **Commissioner Boice** believes the following departments are most important: Assessor's office, Clerk's office, DA's office, and the Juvenile office.
- **County Accountant Kallstrom** stated furloughs are a step toward keeping anybody from losing their jobs. It would include all employees within the General Fund and their respective admin costs.
- **Chair Huxley** directed County Account Kallstrom not to proceed w/furlough issue

### Chair Huxley called for discussion on Recommendation 7 (2:18PM)

- **Chair Huxley** observed recommendation for the 17-18 FY was not to budget for 3 positions and feels this should be held in abeyance until a county administrator and a county accountant are hired.
- **Vice Chair Gold** supports consolidation via attrition, supports following the department head's recommendations and asked about the disadvantages and advantages of county administrator.
- **Commissioner Boice** supports consolidation, but is not in favor of a county administrator for several reasons including unknown cost and because there are positions in the County, especially in the Sheriff's department, that need to be filled.
- **County Counsel** agrees a 1 single person in the BOC office is reasonable and favors keeping legal assistant, Brenda Starbird.
- **County Accountant Kallstrom** observed department heads have done without and adjusted to it and also it is better to have the county administrator and the county accountant work closely together.
- **Chair Huxley 2nd portion** of recommendation 7. There seems to be agreement on this and asked for consensus. (2:31PM)
- **Vice Chair Gold** Fine
- **Commissioner Boice** OK

### Chair Huxley called for discussion on Recommendation 8 (2:32PM)

- **Chair Huxley** stated we're in agreement there and expressed concern impact grants and IGA's will have on the budget.
- **Vice Chair Gold** emphasized importance of involving department heads.
- **Commissioner Boice** observed budget is a moving target and asked if there was there a goal or objective of 0% to 10% for getting to a net figure?
- **County Accountant Kallstrom** stated typo was not caught last year, the grants are being moved from General Fund to Restricted Fund and observed, in materials & services, a 10% reduction would really cause some problems.



## More Shortened Version of Minutes

- **Chair Huxley** continued the discussion on the 17 – 18 FY budget asked about PERS increase and the Floras Lake issue (2:39PM)
- **Vice Chair Gold** supports a setting up a Floras Lake contingency fund and asked if a special budget meeting may be needed?
- **County Accountant Kallstrom** advised she has not yet removed the attrition positions nor removed funds going to restricted funds and favors assigning funds, the amount up to the Board, to care of the Floras Lake project.
- **Chair Huxley** stated that was the last of **County Accountant Kallstrom's** recommendations and asked if **John Spicer** or **Terry Brayer** were here to discuss the Citizens Budget Advisory committee (CBAC) recommendations? (2:47PM)
- **Terry Brayer** (2:51PM) summarized the CBAC recommendations and addressed the effects of those recommendations such as a 30% reduction in all departments, adding 1.5 to 2.0 FTE to the Assessor's office, using or not using road funds, increasing revenues, keeping 7 or 8 deputies, and/or kicking the can down the road.
- **Chair Huxley** As a side piece to recommendation 6, we were looking at a 32 work week vs a straight 30% cut.
- **Vice Chair Gold** observed the deputies need roads.
- **Commissioner Boice** observed there was about a \$2M difference between the 2 proposals, CBAC & County Accountant in terms of the shortage and asked if Mr Brayer could shed some light on this?

**Chair Huxley** asked for public comment (3:06PM)

- **Assessor Jim Kolen** Haven't given us any budget direction at all. Over another of \$1M cuts out of budget. Looks like not any money for anything else. My recommendation, just fund law enforcement and shut down everything else down. Assessment tax collection cut from 14 FT in 2007 to 7.2 FT now. We're not meeting many of the mandates required by law. A 30% cut – see comments to CBAC committee **Commissioner Gold** what did you mean about talking to people who don't want tax.?
- **Vice Chair Gold** Get a county administrator. Maybe it will be me that has to be cut. Fine with that. (3:09PM)
- **Assessor Kolen** expressed desire to see more specific direction from the Board as he does not believe the County can fund the law enforcement while continuing to fund all departments and feels an obligation to advise current employees of possible future consequences of BOC budget decisions.
- **Chair Huxley** We have given direction to county accountant. (3:13PM)
- **Vice Chair Gold** feels a workshop with department heads is needed to further discuss these issues.
- **Commissioner Boice** stated he learned a lot today, such as no use of road funds, no furlough days, and asked the Board to set another meeting to continue to discuss these issues. o
- **County Accountant Kallstrom** doesn't think budget is balanced at this point; however, with the direction given today -- the 4 positions through attrition will be adjusted in department budgets

and department heads will be directed to take a take a 5% cut in materials and supplies feel she will have something available by 4/12.

- **County Counsel Hutt** point out there is a 10-Noon Solid Waste Recycling meeting on 4/12.

- **Chair Huxley** Schedule workshop 4/12 at 1P (3:23PM)

**13. COMMISSIONER UPDATES/LIAISON & DEPARTMENT ACTIVITY REPORTS (11:53AM)**

- **Vice Chair Gold** stated wants to bring back the travel policy, has talked to **County Counsel** about county administrator and asked **County Account Kallstrom** if she needs more budget direction.
- **Commissioner Boice** advised he attended a Fair Board meeting, attended a meeting in Coos Bay discussing narcotics in our area, observed Coos County jail has similar problems as Curry County jail and is working with **Roadmaster Robbins** about vehicle inventory.
- **County Counsel** asked if BOC wants a workshop as there are other alternatives.
- **County Account Kallstrom** stated budget direction from BOC is essential so that she can calculate the impact those directions will have.
- **County Counsel** asked about the April 8 Town Hall meeting and **Carl King** stated there will be town halls in Chetco 1<sup>st</sup>, Gold Beach 10:45A and Port Orford at 1P (12:06PM)
- **Chair Huxley** stated Town Hall meetings are with State Sen Cruse & Representative Smith and asked if **County Account Kallstrom**, and **County Account Kallstrom**, confirmed has resigned effective June 21, 2017. (12:13PM)

\*\*\*\*\* 12:15PM to 1:15PM Lunch Break \*\*\*\*\*

**14. EXECUTIVE SESSION**

**15. ADJOURN 3:25P**



**CURRY COUNTY BOARD OF COMMISSIONERS**

MINUTES – GENERAL MEETING

Wednesday, April 5, 2017 –10:00 A.M.

Commissioners' Hearing Room, Courthouse Annex

94235 Moore St., Gold Beach, Oregon 97444

**Commissioners Present:** Chair Thomas Huxley, Vice-Chair Sue Gold, Commissioner Court Boice

**Support Staff Present:** County Counsel, John Huttli; On Call Clerk, John T. Jezuit; County Accountant, Louise Kallstrom

**1. CALL TO ORDER & 1001 PLEDGE OF ALLEGIANCE**

**Chair Huxley** opened the meeting at 10:01AM. After the Pledge of Allegiance, **Chair Huxley** asked for public speaker slips. There were 8.

**2. AGENDA AMENDMENTS**

- Move Agenda items **2A** Order Amending County Counsel Working Out of Class Pay and **2B** Contract for Prisoner Transport Services with Cal-Ore moved to the **Consent Calendar**.

- **Motion** by **Vice Chair Gold** to move Agenda item **12A** 2015 Juvenile Recidivism Report to after Public Comments. Second by Chair Huxley. Vote – **Chair Huxley Aye; Vice Chair Gold; Aye Commissioner Boice Nay.** (10:07AM)

- Regarding Agenda items **10A** BOC Budget Direction & **10B** County Consumption Tax Advisory Committee C.T.A.C., reverse the order so that 10A is 10B and **10B** is **10A**.

**3. APPROVAL OF AGENDA**

- **Motion** by **Commissioner Boice** to change **7A** to rules of conduct for Commission members. No second. Motion dies. (10:14AM)
- **Motion** by **Vice Chair Gold** second by **Commissioner Boice** to add Agenda item **7C** Secret Meeting **Motion** carried Agenda item **7C** added.
- **Motion** by **Commissioner Boice** to approve the Agenda. Second by **Vice Chair Gold**. **Motion** carried unanimously. (10:18AM)

**4. ANNOUNCEMENTS - None**

**5. PUBLIC COMMENTS**

- **Chair Huxley** stated there are 8 speaker slips and asked if any of the speakers who are not commenting on an agenda item would like to do now? Also, would the speakers like to comment before or after the agenda item.
  - Speaker 8, **Assessor Jim Kolen** chose to wait until discussion of Agenda item **10B** BOC Budget Direction.
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economy and tourism. Will BOC consider writing a letter to Washington DC to say it's a bad idea to do this?

- **Vice Chair Gold** suggested we talk to the Ports, too, about this issue.
- **Commissioner Boice** agrees with **Vice Chair Gold**.
- **Chair Huxley** asked if **Commissioner Boice** would like to take the lead.
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  - Reported Oregon's overall recidivism rate is 27.2% Curry County's rate's is 85.4%, which is the 4 lowest in the State. Also 85.4% is the lowest rate in the State when compared to counties with 15 or more referrals.
  - Credits Curry County's success in this area to prevention and the staff, led by Karli Wright, School Resource Counselor, which promotes and fosters a prevention culture. This results in a boots on the ground approach which is doing good work in schools and communities.

## 6. CONSENT CALENDAR

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- F. Order Appointing J. Brazil and D. St. Marie to the Curry County Planning Commission
- G. Amendment to IGA for Southwest Seven (SW7) Consortium
- H. 2A added -- Order Amending County Counsel Working Out of Class Pay

**Motion** by **Vice Chair Gold**, second by **Commissioner Boice** to approve the Consent Calendar. **Motion** carried unanimously. (10:29AM)

## 7. ADMINISTRATIVE ACTIONS/APPOINTMENTS

### A. Adoption of Rules of Conduct for Board

- **Chair Huxley** stated there are 3 public comment speaker slips and asked if the speakers would like to comment before or after the Board discussion?
- **Mr Barnes** approached the podium and asked what is the impetus or mechanism the Board can be to ask for removal or censure? 1 or 2 commissioners? (10:31AM)
  - **County Counsel Huttli** responded the
    - Chair is empowered by Ordinance from year 2000 to govern the code and discipline.
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- **Chair Huxley** asked County Counsel to open discussion on Agenda item 7A.
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- **Commissioner Boice** opposes these rules. (10:43AM)
- **Commissioner Gold** believes the BOC meetings need rules. As long as we have rules in place, Board can act accordingly.
- **Chair Huxley** opened the meeting to public comment.
- **Assessor Kolen** gave several reasons for opposing these rules. (10:46AM)

**Motion by Vice Chair Gold**, second by **Chair Huxley** to approve the Rules of Conduct for Board. **Chair Huxley** called for vote. **Chair Huxley** Aye. **Vice Chair Gold** Aye. **Commissioner Boice** Nay. **Motion** carried 2-1. (10:52AM)

**B. Order Rescinding Order 20322 (Temporary Pay Increase)**

- **Chair Huxley** asked if the speaker would like to comment before or after the Board discussion.
  - **Senior Accounting Clerk, Cena Crook** -- (10:54AM)
    - Stated a 6 point summary of the work load
    - Advised Payroll and Personnel Coordinator, Julie Swift, helped, too.
    - Suggested changing temporary pay increase from November 30, 2016, to January 31, 2017, as County Account Kallstrom had evaluation in January.
- **Chair Huxley**
  - Asked **County Accountant Louise Kallstrom** and **County Counsel Huttl** for any comments? Agree with Order?
    - **County Account Kallstrom** recommends BOC seriously considers **Senior Accounting Clerk, Cena Crook** suggestion. (11:00AM)
    - **County Counsel Huttl** stated
      - **Senior Accounting Clerk, Cena Crook** did work at the higher pay grade during January & February 2017.
      - **County Account Kallstrom** not aware of temporary pay increase Order.
- **Commissioner Boice** stated he appreciate their efforts.
- **Commissioner Gold** stated looking at \$748 a month for both combined, about \$2100.

● **Motion: Chair Huxley** moved to change termination date from November 30, 2016 to February 28, 2017. Second by **Vice Chair Gold**. **Motion** carried unanimously (11:11AM)

**C. Secret Meetings (11:12AM)**

- **Commissioner Boice** expressed his concerns over the potential possibility of secret meetings
- **Chair Huxley** asked **County Counsel** if he had any comments?
- **County Counsel** asked **Commissioner Boice**, "Do you have statutory reference?"
- **Commissioner Boice** replied he will do research and provide it. (11:18AM)
- **Chair Huxley** suggested **Commissioner Boice** speak to **County Counsel Huttl** about this. (11:20AM)

Also discussed was the definition of a meeting; i.e., there be must be a quorum to designate a meeting as an official meeting. If there is not a quorum, then there cannot be a secret meeting.

\* \* \* \* \* 12:15PM to 1:15PM Lunch Break \* \* \* \* \*

10. NEW BUSINESS

A. County Consumption Tax Advisory Committee C.T.A.C. (11:34AM)

- **Commissioner Boice** Expressed his concern about the need to study this issue because budget cuts due to declining Federal funding have the potential to create safety issues for Curry County residents. (11:36AM)
- **Vice Chair Gold** stated she is not totally against a committee but cautioned the people she has spoken to are adamantly against any taxes.
- **Chair Huxley** agrees with **Vice Chair Gold** about taxes and suggested considering the initiative process which has done in the past.
- **Chair Huxley** Do you want to make a motion?

**Motion by Commissioner Boice** for the Board of Commissioners to adopt a resolution to form a Consumption Tax Advisory Committee for the November, 2017 general election. No second. Motion dies. (11:50AM)

B. Board of Commissioner (BOC) Budget Direction (1:18PM)

- **Chair Huxley** stated there are 4 open public speaking cards and asked **County Accountant Kallstrom** to begin the discussion.
- **County Accountant Kallstrom** approached the podium, stated she had 8 Recommendations and asked if there were any public comments now?
  - **Carl King** stated build a budget no Road Fund revenue and provide reasonable and adequate law enforcement. (1:23PM)
  - **Thomas Brand** spoke next. He stated he supports **Carl King** and advocates presenting voters with what they're paying for – a bare bones budget for a couple of years (1:28PM)
  - **Bryan Grammon** spoke next. He stated the county needs turn around and supports a sales tax, especially concentrated on tourist area. (1:32PM)

**County Accountant Kallstrom** started with Recommendation 1 (1:35PM)

Various Departments: Decrease Revenue **(\$8,082)**

Move Grants from General Fund to Restricted Fund. Some grants had revenue budget lines without corresponding expenditure budget lines.

- **Chair Huxley** stated grant accountability is critical and observed there is a need in FY17-18 \$30K to \$60K for matching grant funds which must be budgeted.
- **County Accountant Kallstrom** some grants had revenue budget but not expenditure budgeted. Therefore impact to general is \$8082

**Chair Huxley** called for discussion on Recommendation 2 (1:43PM)

Move certain department budgets to restricted funds. The revenues for these funds are very restricted to certain activities and if they are in the General Fund any carryover balance would be absorbed into the General Fund carryover. Restricted carryover balances are not allowed in General Funds. The Department Heads in charge of these activities will budget in the restricted fund with a zero based budget (no transfers from the General Fund).

Also need to eliminate budgets for discontinued RSVP and SHIBA programs.





a. Two departments are receiving transfers from Reserve Funds that are more than the annual receipts. The County Clerk's Recording Reserve Fund and the County Surveyor's Cornerstone Reserve Fund are currently spending down their reserves by transferring more than annual receipts. Recommend reducing transfers to annual receipts.

b. Reduce transfer from Road Capital Improvement Fund for Sheriff Patrol from \$1,705,000 to \$500,000 to maintain Road Capital Improvement Fund balance.

c. A transfer was budgeted in 2016-2017 Fiscal Year from Public Health Fund to Sheriff Department to cover partial cost of the Code Enforcement Officer. Sheriff Department is no longer handling the Code Enforcement Officer position so this transfer to the General Fund is no longer needed.

Clerk-Recording:  
 Reduce transfer in from Recording Reserve fund to maintain Reserve fund balance **Decrease Revenue**  
 (\$40,722)

County Surveyor:  
 Reduce transfer in from Cornerstone Reserve fund to maintain Reserve fund balance **Decrease Revenue**  
 (\$10,000)

Sheriff-Civil/Criminal/Patrol:  
 Reduce transfer in from Road Capital Improvement fund to maintain Road Capital fund balance **Decrease Revenue**  
 (\$1,205,000)

Sheriff-Civil/Criminal/Patrol:  
 Eliminate transfer in from Public Health fund -Sheriff Department no longer funding Code Enforcement Officer position **Decrease Revenue** (\$30,000)

- **Chair Huxley** is not in favor of using road funds for this budget process and supports hiring a code enforcement officer.
- **Vice Chair Gold** Would like to see what budget looks like with and without road funds.
- **Commissioner Boice** disagrees with not using road funds.
- **County Accountant Kallstrom** needs budget direction to continue working on budget.

- **Chair Huxley** For direction here, at this time, we have 2 for use of no road funds. (2:07PM)

**Chair Huxley** called for discussion on Recommendation 6 (2:07PM)

Recommend closing County Services for six days during the 2017-2018 Fiscal Year. This recommendation comes with the caveat that the County, citizens and interested parties join together to pass a Sheriff Levy on the November 2017 ballot to permanently fund the Criminal, Civil and Patrol Department and the Jail Department. The cost savings for the General Fund comes from employee cost per day of approximately \$17,000. All funds and departments, including elected officials, department heads and regular employees, would participate.

<u>All Departments:</u>	<u>Decrease Expenditure</u>	<u>\$102,000</u>
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Close County Departments for 6 days during 2017-2018 Fiscal Year at \$17,000 per day. To be used in conjunction with campaign to pass a Sheriff Levy.

- **Chair Huxley** is not in favor of using furlough days because it is not realistic for Sheriff's department, but favors exploring possibility of changing from 40 hour work to 32 week and/or departments changing certain positions to irregular.
- **Vice Chair Gold** suggested considering other options such as 2 weeks at Christmas as that would be 10 furlough days or perhaps 1 furlough ay a month at a not yet scheduled Workshop.

## Shortened Version of Minutes

- **Commissioner Boice** believes the following departments are most important: Assessor’s office, Clerk’s office, DA’s office, and the Juvenile office.
- **County Accountant Kallstrom** stated furloughs are a step toward keeping anybody from losing their jobs. It would include all employees within the General Fund and their respective admin costs.
- **Chair Huxley** directed County Account Kallstrom not to proceed w/furlough issue (2:14PM)

**Chair Huxley** called for discussion on Recommendation 7 (2:18PM)

Reduce budgeted positions through attrition. County Election Department- reduce one position not filled in the current fiscal year. Sheriff Department- reduce two out of three unfilled positions.

Clerk-Elections: Reduce budgeted position (not currently filled) Decrease Expenditure \$50,947

Sheriff-Civil/Criminal/Patrol:

Reduce (2) budgeted positions (not currently filled)	Decrease Expenditure	\$130,000
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Recommend combining Board of Commissioners Office and Finance Office. The consolidation would provide backup staff to BOC daily operations and allow the current unfilled BOC staff position to be reduced.

<b>2<sup>nd</sup> Portion</b> Admin Services:	Decrease Expenditure	\$28,000
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Consolidate Financial & BOC offices. Use finance staff as backup and eliminate (1) budgeted BOC position (not currently filled).

- **Chair Huxley** observed recommendation for the 17-18 FY was not to budget for 3 positions and feels this should be held in abeyance until a county administrator and a county accountant are hired.
- **Vice Chair Gold** supports consolidation via attrition, supports following the department head’s recommendations and asked about the disadvantages and advantages of county administrator.
- **Commissioner Boice** supports consolidation, but is not in favor of a county administrator for several reasons including unknown cost and because there are positions in the County, especially in the Sheriff’s department, that need to be filled.
- **County Counsel** agrees a 1 single person in the BOC office is reasonable and favors keeping legal assistant, Brenda Starbird.
- **County Accountant Kallstrom** observed department heads have done without and adjusted to it and also it is better to have the county administrator and the county accountant work closely together.
- **Chair Huxley 2<sup>nd</sup> portion** of recommendation 7. There seems to be agreement on this and asked for consensus. (2:31PM)
- **Vice Chair Gold** Fine
- **Commissioner Boice** OK

**Chair Huxley** called for discussion on Recommendation 8 (2:32PM)

Correct 2016-2017 budgeting typo error, in Sheriff Department the Uniform Supply budget line item was inadvertently entered as \$75,000 instead of \$7,500.

Sheriff-Civil/Criminal/Patrol:	Decrease Expenditure	\$67,500
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Correct budgeting error, budgeted \$75,000 instead of \$7,500 for Uniforms.

Reduce all Material and Supplies budgets, net of Administrative

Intergovernmental SeNices and Grants, by 5%. (Schedule Attached)

Find additional expenditure line items in General Fund to complete budget balancing.

Non-Departmental: Reduce expenditure line(s) to balance as needed

Decrease Expenditure	\$930
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## Shortened Version of Minutes

- **Chair Huxley** stated we're in agreement there and expressed concern impact grants and IGA's will have on the budget.
- **Vice Chair Gold** emphasized importance of involving department heads.
- **Commissioner Boice** observed budget is a moving target and asked if there was there a goal or objective of 0% to 10% for getting to a net figure?
- **County Accountant Kallstrom** stated typo was not caught last year, the grants are being moved from General Fund to Restricted Fund and observed, in materials & services, a 10% reduction would really cause some problems.
  
- **Chair Huxley** continued the discussion on the 17 – 18 FY budget asked about PERS increase and the Floras Lake issue (2:39PM)
- **Vice Chair Gold** supports a setting up a Floras Lake contingency fund and asked if a special budget meeting may be needed?
- **County Accountant Kallstrom** advised she has not yet removed the attrition positions nor removed funds going to restricted funds and favors assigning funds, the amount up to the Board, to care of the Floras Lake project.
  
- **Chair Huxley** stated that was the last of **County Accountant Kallstrom's** recommendations and asked if **John Spicer** or **Terry Brayer** were here to discuss the Citizens Budget Advisory committee (CBAC) recommendations? (2:47PM)
- **Terry Brayer** (2:51PM) summarized the CBAC recommendations and addressed the effects of those recommendations such as a 30% reduction in all departments, adding 1.5 to 2 .0 FTE to the Assessor's office, using or not using road funds, increasing revenues, keeping 7 or 8 deputies, and/or kicking the can down the road.
- **Chair Huxley** As a side piece to recommendation 6, we were looking at a 32 work week vs a straight 30% cut.
- **Vice Chair Gold** observed the deputies need roads.
- **Commissioner Boice** observed there was about a \$2M difference between the 2 proposals, CBAC & County Accountant in terms of the shortage and asked if Mr Brayer could shed some light on this?

**Chair Huxley** asked for public comment (3:06PM)

- **Assessor Jim Kolen** Haven't given us any budget direction at all. Over another of \$1M cuts out of budget. Looks like not any money for anything else. My recommendation, just fund law enforcement and shut down everything else down. Assessment tax collection cut from 14 FT in 2007 to 7.2 FT now. We're not meeting many of the mandates required by law. A 30% cut – see comments to CBAC committee **Commissioner Gold** what did you mean about talking to people who don't want tax?
- **Vice Chair Gold** Get a county administrator. Maybe it will be me that has to be cut. Fine with that. (3:09PM)
- **Assessor Kolen** expressed desire to see more specific direction from the Board as he does not believe the County can fund the law enforcement while continuing to fund all departments and

feels an obligation to advise current employees of possible future consequences of BOC budget decisions.

- **Chair Huxley** We have given direction to county accountant. (3:13PM)
- **Vice Chair Gold** feels a workshop with department heads is needed to further discuss these issues.
- **Commissioner Boice** stated he learned a lot today, such as no use of road funds, no furlough days, and asked the Board to set another meeting to continue to discuss these issues. o
- **County Accountant Kallstrom** doesn't think budget is balanced at this point; however, with the direction given today -- the 4 positions through attrition will be adjusted in department budgets and department heads will be directed to take a take a 5% cut in materials and supplies feel she will have something available by 4/12.
- **County Counsel Huttl** point out there is a 10-Noon Solid Waste Recycling meeting on 4/12.
- **Chair Huxley** Schedule workshop 4/12 at 1P (3:23PM)

**13. COMMISSIONER UPDATES/LIAISON & DEPARTMENT ACTIVITY REPORTS (11:53AM)**

- **Vice Chair Gold** stated wants to bring back the travel policy, has talked to **County Counsel** about county administrator and asked **County Account Kallstrom** if she needs more budget direction.
- **Commissioner Boice** advised he attended a Fair Board meeting, attended a meeting in Coos Bay discussing narcotics in our area, observed Coos County jail has similar problems as Curry County jail and is working with **Roadmaster Robbins** about vehicle inventory.
- **County Counsel** asked if BOC wants a workshop as there are other alternatives.
- **County Account Kallstrom** stated budget direction from BOC is essential so that she can calculate the impact those directions will have.
- **County Counsel** asked about the April 8 Town Hall meeting and **Carl King** stated there will be town halls in Chetco 1<sup>st</sup>, Gold Beach 10:45A and Port Orford at 1P (12:06PM)
- **Chair Huxley** stated Town Hall meetings are with State Sen Cruse & Representative Smith and asked if **County Account Kallstrom**, and **County Account Kallstrom** confirmed she has resigned effective June 21, 2017. (12:13PM)

\* \* \* \* \* 12:15PM to 1:15PM Lunch Break \* \* \* \* \*

**14. EXECUTIVE SESSION**

**15. ADJOURN 3:25P**

DRAFT





## CURRY COUNTY BOARD OF COMMISSIONERS

MINUTES – GENERAL MEETING

Wednesday, April 5, 2017 –10:00 A.M.

Commissioners' Hearing Room, Courthouse Annex

94235 Moore St., Gold Beach, Oregon 97444

**Commissioners Present:** Chair Thomas Huxley, Vice-Chair Sue Gold, Commissioner Court Boice

**Support Staff Present:** County Counsel, John Huttli; On Call Clerk, John T. Jezuit; County Accountant, Louise Kallstrom

### 1. CALL TO ORDER & 1001 PLEDGE OF ALLEGIANCE

**Chair Huxley** opened the meeting at 10:01AM. After the Pledge of Allegiance, **Chair Huxley** asked for public speaker slips. There were 8.

### 2. AGENDA AMENDMENTS

- Move Agenda items **2A** Order Amending County Counsel Working Out of Class Pay and **2B** Contract for Prisoner Transport Services with Cal-Ore moved to the **Consent Calendar**.

- **Motion** by **Vice Chair Gold** to move Agenda item **12A** 2015 Juvenile Recidivism Report to after Public Comments. Second by Chair Huxley. Vote – **Chair Huxley Aye; Vice Chair Gold; Aye Commissioner Boice Nay.** (10:07AM)

- Regarding Agenda items **10A** BOC Budget Direction & **10B** County Consumption Tax Advisory Committee C.T.A.C., reverse the order so that 10A is 10B and **10B** is **10A**.

### 3. APPROVAL OF AGENDA

- **Commissioner Boice** asked to continue or postpone Agenda item **7A** Adoption of Rules of Conduct for Board Meetings to another time and exchange Agenda item **7A** for rules of conduct for Commission members.

- **Chair Huxley** asked why?
- **Commissioner Boice** responded problem is secret meeting.

- **Motion** by **Commissioner Boice** to change **7A** to rules of conduct for Commission members. No second. Motion dies. (10:14AM)

- **County Counsel Huttli** asked **Commissioner Boice** is amending Agenda item **7A? C**

- **Commissioner Boice** responded can be separate or a discussion.
- **County Counsel Huttli** advised keep items separate.
- **Chair Huxley** asked if agenda item **7C** is to be added.
- **Commissioner Boice** replied conduct in organizing scheduling conducting secret meetings.

- **Motion** by **Vice Chair Gold** second by **Commissioner Boice** to add Agenda item **7C** Secret Meeting **Motion** carried Agenda item **7C** added. (10:18AM)

- **Commissioner Boice** asked to move Agenda item **6F** Order Appointing J. Brazil and D. St. Marie to the Curry County Planning Commission out of the Consent Calendar.

- Both **Chair Huxley** and **Vice Chair Gold** stated Agenda item 6F will remain in the Consent Calendar.

- **Motion by Commissioner Boice** to approve the Agenda. Second by **Vice Chair Gold**. **Motion** carried unanimously.

#### 4. ANNOUNCEMENTS - None

#### 5. PUBLIC COMMENTS

- **Chair Huxley** stated there are 8 speaker slips and asked if any of the speakers who are not commenting on an agenda item would like to do now? Also, would the speakers like to comment before or after the agenda item.
  - Speaker 8, **Assessor Jim Kolen** chose to wait until discussion of Agenda item **10B** BOC Budget Direction.
  - Citizen **David Barnes** wanted to speak now.
- **Chair Huxley** invited **Mr Barnes** to the podium. (10:21AM)
  - **Mr Barnes** spoke about salmon, specifically, Washington DC is about to cut all money going into salmon reproduction & education on west coast. Salmon is important to the local economy and tourism. Will BOC consider writing a letter to Washington DC to say it's a bad idea to do this?
  - **Vice Chair Gold** suggested we talk to the Ports, too, about this issue.
  - **Commissioner Boice** agrees with **Vice Chair Gold**.
  - **Chair Huxley** asked if **Commissioner Boice** would like to take the lead.
  - **Commissioner Boice** agreed.
- **Chair Huxley** asked Juvenile/Parks **Director Jay Trost** to present Agenda item **12A** 2015 Juvenile Recidivism Report. **Director Trost** -- (10:25AM)
  - Reported Oregon's overall recidivism rate is 27.2% Curry County's rate's is 85.4%, which is the 4 lowest in the State. Also 85.4% is the lowest rate in the State when compared to counties with 15 or more referrals.
  - Credits Curry County's success in this area to prevention and the staff, led by Karli Wright, School Resource Counselor, which promotes and fosters a prevention culture. This results in a boots on the ground approach which is doing good work in schools and communities.

#### 6. CONSENT CALENDAR

- A. Order Appointing K. Bunten to the Curry County Compensation Board
- B. 2016-17 Budget Appropriations Transfer
- C. Amended agreement with ODOT
- D. Personnel - add Fly-U-Home Program to AirMedCare Agreement
- E. Personnel Actions done by Appointing Authorities (Sheriff's Dept)
- F. Order Appointing J. Brazil and D. St. Marie to the Curry County Planning Commission
- G. Amendment to IGA for Southwest Seven (SW7) Consortium
- H. 2A added -- Order Amending County Counsel Working Out of Class Pay

**Motion by Vice Chair Gold**, second by **Commissioner Boice** to approve the Consent Calendar. **Motion** carried unanimously. (10:29AM)

#### 7. ADMINISTRATIVE ACTIONS/APPOINTMENTS

##### A. Adoption of Rules of Conduct for Board

- **Chair Huxley** stated there are 3 public comment speaker slips and asked if the speakers would like to comment before or after the Board discussion?

- **Mr Barnes** approached the podium and asked what is the impetus or mechanism the Board can be to ask for removal or censure? 1 or 2 commissioners? (10:31AM)
  - **County Counsel Huttl** responded the
  - Chair is empowered by Ordinance from year 2000 to govern the code and discipline.
  - Existing Order gives all power to the Chair.
  - New order gives power to the Board of Commissioners.
- **Assessor Kolen** stated he will speak after the discussion.
- **Chair Huxley** asked County Counsel to open discussion on Agenda item 7A.
- **County Counsel Huttl** reviewed the rules.
  - Old rules were put there before board experienced disruptive conduct. Rules were taken from around the State and country.
  - The main changes were to Meeting management to 2.5 hours meeting time, listen to citizens, and why not take speakers at Workshop.
  - The new rule clarifies these old rules by requiring actual disruption in a meeting.
  - There is case law of an incident where the one Board member was disrupting the Chair, was removed from the meeting, and the Court ruled the Board member was interfering with the Board's business.
- **Commissioner Boice** opposes these rules because (10:43AM)
  - We already have rules in place,
  - We're telling people their testimony is not important, the County needs to pull together. Amazed at the amount of time spent on this.
  - Josephine County is closing their jail.
  - The Board has work to do.
- **Commissioner Gold** believes the BOC meetings need rules as we are not children but sometimes act like children. As long as we have rules in place, Board can act accordingly. (10:45AM)
- **Chair Huxley** opened the meeting to public comment.
- **Assessor Kolen** stated (10:46AM)
  - People have joked with him calling these the Kolen rules of conduct or Huxley rules of comments
  - Did not realize calling Chair by 1<sup>st</sup> name hurting Chair's feelings. Asked what's your preference?
  - The County Clerk asked for the courtesy of the Chair looking at her while she was speaking.
  - This order legislates respect for the Chair. Chair needs to earn respect.
  - Has seen **Vice Chair Gold** in action at meeting.
  - Had requested (Jan, 2017) the Board refrain electing **Commissioner Huxley** as Chair.
  - Recommends BOC replace **Chair Huxley** with **Vice Chair Gold**. BOC needs an effective chair. Thinks not allowing change in BOC Chair does a disservice to public.
  - Trying to legislate these rules is hypocritical compared to when Chair Huxley, as a citizen, attended BOC meeting. This set of rules is hypocritical.
  - Best thing BOC can do is replace Chair Huxley as BOC Chair.
  - Feels Speaker Slips take away people's option to participate. Feels speakers should be allowed at the workshops, too.

**Motion by Vice Chair Gold**, second by **Chair Huxley** to approve the Rules of Conduct for Board. **Chair Huxley** called for vote. **Chair Huxley** Aye. **Vice Chair Gold** Aye. **Commissioner Boice** Nay. **Motion** carried. (10:52AM)

**B. Order Rescinding Order 20322 (Temporary Pay Increase)**

- **Chair Huxley** asked if the speaker would like to comment before or after the Board discussion.
  - Senior Accounting Clerk, **Cena Crook**, approached the podium. Ms Crook stated Working out of class until February, 2017 as there is a learning curve. Pieces completed in Feb. Gave give a brief down of work load. (10:54AM)
    - Assisted w/research.
    - Loaded budgets January, 2017. Still doing 15-16 Fiscal Year in January, 2017
    - Creating IT Dept claim.
    - In Feb was extensively involved with Port Orford bank reconciliation and CCH reconciliation as no one knew CCH contract was out there
    - Gave financial status sent to auditors
    - Explanation is not to discredit County Accountant. There was a huge, huge volume of info.
    - Payroll and Personnel Coordinator, Julie Swift, helped, too. Suggested changing temporary pay increase from November 30, 2016 to January 31, 2017, as County Account Kallstrom had evaluation in Jan.
- **Chair Huxley**
  - Asked County Accountant Louise Kallstrom for any comments? Agree with Order?
  - **County Council Huttli** have any comments?
  - **County Account Kallstrom** stated. (11:00AM)
    - Talked to **Senior Accounting Clerk, Cena Crook** and **Payroll and Personnel Coordinator, Julie Swift**, and they have a point.
    - Recommends BOC seriously considers **Senior Accounting Clerk, Cena Crook** recommendation
  - **County Counsel Huttli** stated (11:03AM)
    - Some of this occurred before **County Accountant Kallstrom** was brought on.
    - He got exasperated with the process and told the State to forget it. **County Accountant Kallstrom** got back and things started happening again.
    - **Senior Accounting Clerk, Cena Crook** not involved in any of CCH unless it involves a payment.
    - **County Account Kallstrom** not aware of temporary pay increase Order.
- **Commissioner Boice** stated (11:05AM)
  - You have been here 8 months.
  - Legal Secretary, Brenda Starbird and Julie give this building credibility.
  - We promised overtime. Now we are going back to November 30, 2016, and asking for retroactive payment.
  - Appreciate their efforts.
- **Commissioner Gold** stated Looking at \$748 a month for both combined, about \$2100. (11:07AM)
- **Motion: Chair Huxley** moved to change termination date from November 30, 2016 to February 28, 2017. Second by **Vice Chair Gold**. **Motion** carried unanimously (11:11AM)

C. Secret Meetings (11:12AM)

- **Commissioner Boice** Asked if **Commissioner Gold** knew about the meeting on Tuesday, April 4, 2017, in the Blue Room? Were you a little concerned about not being invited? Bothered by it?
- **Commissioner Gold** replied no. (11:13AM)
- **Commissioner Boice** stated – Walked in on the meeting and was quite surprised.
  - Budget info before given to pub.

- Read law. Issue not if any decisions were made of. Issue is to have a meeting where he is not notified.
- This is not open government, not accountable.
- He's trying to bring BOC together It's not happening.
- He looks for opportunities to meet with **Carl King & Tom Brand**.
- We see it happen nationally. Can give **Chair Huxley** an opportunity here. Wants to learn.
- **Chair Huxley** you put **King & Brand** in a bad position.
- He has grave concern about this.
- Neither he nor **Vice Chair Gold** knew about the meeting which makes it a secret meeting
- **Chair Huxley** asked **County Counsel** if he had any comments (11:17AM)
- **County Counsel** asked **Commissioner Boice**, "Do you have statutory reference?"
- **Commissioner Boice** replied he
  - Will provide it. (11:18AM)
  - Does not want to walk in on a meeting. It's wrong.
- **Chair Huxley** stated (11:20AM)
  - He suggested **Commissioner Boice** talked to **County counsel** about this.
  - **Commissioner Boice** has a clear lack of understanding of public meeting laws.
  - The meeting was to listen to separate presentations.
  - Given calendar presented by County Accountant, Curry County on a very tight schedule. Very tight.
  - It was prudent on my part to contact less than a majority to further discuss their presentations. **Roadmaster Doug Robbins** was asked to participate. Also asked 2 of the budget committee lay members.
  - One meeting was at 9A on Monday, April 3. There's a lot that has to be presented to the **County Accountant** this morning.
  - It was prudent in H's opinion to better prepare for a meeting to give direction to acct.
  - **Commissioner Boice** have you gone through the minutes?
- **Chair Huxley** used gavel 4 times to restore order. (11:25AM)
- **Chair Huxley** continued
  - On March 8, the budget committee and Citizens Budget Advisory Committee (CBAC) met. Topic 2 was motioned to have quorum of 4. Quorum is majority of public body. CBAC moved to change number from 5 to 4.
  - He encourages **Commissioner Boice** to read public meeting laws. CBAC meeting minutes very well done.
  - Initially unable to locate CBAC minutes on website.
- **Commissioner Boice** stated
  - **Chair Huxley** took opportunity away from him and **Vice Chair Gold** to meet with **County Counsel**.
  - Questioned if **Chair Huxley** was prejudiced against north County member (Scaffo)?
  - Appalled he was not included in meeting.
  - Will stand firm on what happened yesterday, 4/4.. Inexcusable. Improper.
  - It takes us away from our work. Asking for better focus.
- **Vice Chair Gold** No further comments. (11:32AM)
- **County Counsel** asked **Commissioner Boice** for what authority he is citing?
- **Commissioner Boice** stated
  - He will do research. (11:32AM)

- Asked if anyone else on the Board was offended? There were no comments.

**Chair Huxley** asked if a break (for lunch) was in order.

**Vice Chair Gold** suggested Agenda Item 10B County Consumption Tax Advisory Committee C.T.A.C. be covered now as Agenda Item 10A BOC Budget Direction will take some time.

**Chair Huxley** Recess meeting for lunch. Be back at 1:15P

## 10. NEW BUSINESS

A. County Consumption Tax Advisory Committee C.T.A.C.

- **Vice Chair Gold** (11:34AM)
  - Stated CTAC has been discussed over the years.
  - Previous Boards have done work on this over the years.
  - Believes research would be in order.
  - Spent time with former Commissioner Waddle & Rhodes. Also Brookings City Manager, Gary Milliman. They have offered their time & expertise.
  - Property tax levy would have a difficult time.
- **Commissioner Boice** (11:36AM)
  - Stated 40% from tourism. People come from all over the world. They love the Curry Coast. Look at this as possible option.
  - Assign BOC to support CTAC.
  - Report back early summer, 2017. Complete by August. On Ballot in November, 2017, for 18-19 FY budget
- **Vice Chair Gold** The people I have talked to adamantly against any taxes. (11:38AM)
- **Commissioner Boice** stated
  - We are in serious trouble. Look at print out of Josephine County closing its jail.
  - In Coos County, 4 or 5 houses broken into. Coos is having 4 car thefts a night.
  - Irresponsible not to recognize this.
  - North Curry do everything we can to help all law enforcement.
  - Del Norte County, CA & Coos County lawbreakers are coming over the border.
  - Not in favor of considering Property tax levy.
  - Per the plan, developed in 2012, could generate \$4M or \$5M in revenue for the County.
- **Vice Chair Gold** -- I'm not totally against a committee. (11:41AM)
- **Commissioner Boice** needs your help **Vice Chair Gold**. I implore you.
- **Chair Huxley** (11:43AM)
  - Agrees with **Vice Chair Gold**.
  - **Commissioner Boice** references this report. Can you provide us with the report?
  - Requesting ordinance creating CTAC. It's not an ordinance, a resolution.
  - There have been six, seven, eight, or nine 6, 7, 8, or 9 failed tax levies.
  - Did go thru commissioner journals. Six since 2007. These were county tax measures. In all of these BOC referred it to voters. The citizens have been trying to send a message to County by voting No to all of these measures.
  - These came up in budget committee meetings. Better to engage the people.
  - A suggestion by **Tom Brand** – why not consider the initiative process? Citizens have power to direct county to put on ballot. Much better & credible. Been done in the past. Come before board w/1100 signatures. Suggests this in future for any kind of tax measure.



- Now is not the time to do this.
- Commissioner Boice
- Need addition revenue per budget committees.
- This is a very sound proposal. We need your help on this.

- **Chair Huxley** Do you want to make a motion?

**Motion by Commissioner Boice** for the Board of Commissioners to adopt a resolution to form a Consumption Tax Advisory Committee for the November, 2017 general election. No second. Motion dies. (11:50AM)

\* \* \* \* \* 12:15PM to 1:15PM Lunch Break \* \* \* \* \*

B. Board of Commissioner (BOC) Budget Direction (1:18PM)

- **Chair Huxley** stated there Are 4 open public speaking cards and asked **County Accountant Kallstrom** to begin the discussion.
- **Vice Chair Gold** suggested **County Accountant Kallstrom** go through the eight recommendations one at a time.
- **County Accountant Kallstrom** approached the podium and asked if there were any public comments now?
- **Carl King** stated (1:23PM)
  - He has attended 4 years of budget committee hearing, BOC meetings and when CBAC was formed, attended their hearings.
  - What happens here will restrict what happens in May, 2017.
  - His 2 top priorities
    - Build a budget no Road Fund revenue and
    - Provide reasonable and adequate law enforcement.
- **Thomas Brand** spoke next and stated (1:28PM)
  - He's been on the budget committee since 2007.
  - Create 1 line item for a professional manager.
  - Budget has if County has fully paid commissioners.
  - Supports **Carl King**.
  - Concerned about spending our reserves especially if something unanticipated happens.
  - To get voters to understand
  - Present the voters with idea of reality.
  - Present voters with what they're paying for – a bare bones budget.
  - Do it for a couple of years
- **Bryan Grammon** spoke next. (1:32PM)
  - Has spent his life turning companies around.
  - County needs turn around.
  - We have a situation with not enough monies to pay for things we need.
  - Has looked at it again -- sales tax is fairest thing to do. Charging a sales tax, especially concentrated on tourist area is tax best way to do it

**County Accountant Kallstrom** started with Recommendation 1 (1:35PM)

Various Departments: Decrease Revenue { \$8,082 }

Move Grants from General Fund to Restricted Fund. Some grants had revenue budget lines without corresponding expenditure budget lines.

- **County Accountant Kallstrom**

- Unusual for restricted funds to be in general funds. Have restricted grant funds set up in a fund
- This grant is to build the wild life fence at Brookings Airport.
- **Chair Huxley**
  - Trying to get grants under control so that someone in the County knows what's going on.
  - The reason it's so critical for accountability for grants. Funds FY17-18 \$30 \$60K for matching funds. Needs to be budgeted.
- **County Accountant Kallstrom**
  - Doing that with 2 funds. 2 grant funds -- Federal funds and other funds. Both restricted grants.
  - Some grants had rev budget but not expenditure budgeted. Therefore impact to general is \$8082

**Chair Huxley** called for discussion on Recommendation 2 (1:43PM)

Move certain department budgets to restricted funds. The revenues for these funds are very restricted to certain activities and if they are in the General Fund any carryover balance would be absorbed into the General Fund carryover. Restricted carryover balances are not allowed in General Funds. The Department Heads in charge of these activities will budget in the restricted fund with a zero based budget (no transfers from the General Fund).

Also need to eliminate budgets for discontinued RSVP and SHIBA programs.

<u>Sheriff:</u>	<u>Decrease Expenditure</u>	<u>\$47,884</u>
Move Search & Rescue, Marine Patrol, Forest Patrol and Adult Parole and Probation to restricted funds. Funds have restricted revenues that cannot be carried over into General Funds.		
<u>RSVP &amp; SHIBA:</u>	<u>Decrease Expenditure</u>	<u>\$18,116</u>
Programs not continued into 2017-2018 budget year		

- **Vice Chair Gold** No questions
- **Chair Huxley** There is some grant extensions.
- **County Accountant Kallstrom** Airport construction went over

**Chair Huxley** called for discussion on Recommendation 3 (1:44PM)

Use approximately half of the unanticipated carryover from 2015-2016. Budgeted carryover to 2016-2017 was \$1,647,808 and the Actual carryover is \$2,265,167. I recommend to budget \$450,000 of the \$977,359 increased carryover. The amount of unanticipated carryover has been fairly consistent over the past few years and should be at least the amount in Contingencies and budget lines for unexpected Capital Projects.

Non-Departmental: Increase Revenue \$450,000

2015-2016 Carryover in General Fund was \$977,000 more than the budgeted amount

- **Vice Chair Gold** No comments at this time.
- **Commissioner Boice** Quick clarification, \$2.265M should be \$2.625M \$450K. We will have another carry over.
- **Chair Huxley** Recommends to not budget any of the road funds (\$977K) for this budget process and carry over to next year.
- **County Accountant Kallstrom** If done, need to find another \$460k in revenue.
- **Chair Huxley**



c. A transfer was budgeted in 2016-2017 Fiscal Year from Public Health Fund to Sheriff Department to cover partial cost of the Code Enforcement Officer. Sheriff Department is no longer handling the Code Enforcement Officer position so this transfer to the General Fund is no longer needed.

Clerk-Recording:

Reduce transfer in from Recording Reserve fund to maintain Reserve fund balance **Decrease Revenue**  
(\$40,722)

County Surveyor:

Reduce transfer in from Cornerstone Reserve fund to maintain Reserve fund balance **Decrease Revenue**  
(\$10,000)

Sheriff-Civil/Criminal/Patrol:

Reduce transfer in from Road Capital Improvement fund to maintain Road Capital fund balance **Decrease Revenue** (\$1,205,000)

Sheriff-Civil/Criminal/Patrol:

Eliminate transfer in from Public Health fund -Sheriff Department no longer funding Code Enforcement Officer position **Decrease Revenue** (\$30,000)

- **Vice Chair Gold**
  - We're taking monies from the Road Fund? \$500K? Right now taking \$1.7 Million
  - Knows we can't keep taking monies from the Road Fund forever.
  - CBAC recommended \$400K. What would happen if we did \$400K?
- **County Accountant Kallstrom**
  - It really would depend on what happens with all the recommendations.
  - Won't know impact until goes back to desk to look at what kind of gap we would have.
- **Commissioner Boice**
  - Doesn't see how we can make it 1 more year and keep current level of services.
  - Stating publicly doesn't see how we can hope to maintain even a skeleton of a County without assistance (from road funds)
- **Chair Huxley**
  - Position is not to use road funds for this budget process.
  - Per **Vice Chair Gold**, CBAC recommended using road funds. Yes it was their recommendation. Using other cuts, other recommendations, also.
  - Part C discussed yesterday referencing code enforcement officer. Decrease from Clerks office. Discussed w/Ken Dukek & Planning Director. Something needs to be done this year on code enforcements. Actual consequences. Working with County official so that something can be done this year.
  - The more individuals see there are no consequences, the more these individuals, not a lot, a few, the more emboldened they become. \$10K coming from CCH. To be used for code enforcement, must be geared to where rev came. Somewhat restrictive.
  - We need to start \$75k to \$80k of which \$30k, at least a commitment, will come from CCH.
- **Vice Chair Gold** Really important. Has heard complaints from individual regarding some of these issues
- **County Accountant Kallstrom** Not sure if pieces will come from General Fund. Probably come from Building division, too.
- **Chair Huxley** Discuss and budget for code enforcement
  - Consensus on code enforcement?
  - **Commissioner Boice** Pass. Use or not use of \$500K? In favor of not budgeting any of that

- **Vice Chair Gold** OK with it, but
  - Would like to see what it looks like with and without road funds. We may end up going to road funds. Try it without road funds.
- **Commissioner Boice** Already spoken about it.
  - North County need to start packing open carry.
  - Sheriff's department spread thin. If keep Sheriff's office intact, then go to DA – how much do we pare that down?
  - Road department needs \$200K to \$300K in equipment. If so, we then lose 2 or 3 deputies.
  - Disagree with not using road funds.

- **Chair Huxley** For direction here, at this time, we have 2 for use of no road funds. (2:07PM)

**Chair Huxley** called for discussion on Recommendation 6 (2:07PM)

Recommend closing County Services for six days during the 2017-2018 Fiscal Year. This recommendation comes with the caveat that the County, citizens and interested parties join together to pass a Sheriff Levy on the November

2017 ballot to permanently fund the Criminal, Civil and Patrol Department and the Jail Department. The cost savings for the General Fund comes from employee cost per day of approximately \$17,000. All funds and departments, including elected officials, department heads and regular employees, would participate.

All Departments:	Decrease Expenditure	\$102,000
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Close County Departments for 6 days during 2017-2018 Fiscal Year at \$17,000 per day. To be used in conjunction with campaign to pass a Sheriff Levy.

- **Vice Chair Gold** How about 2 weeks at Christmas that would be 10 days or 1 day a month?
- **Commissioner Boice** No comment at this point
- **Chair Huxley**
  - Generally the discussion yesterday, day before. Not practical, not realistic for sheriff's department. Not using furloughs as an option.
  - Look into possibility to changing jobs to irregular. Can't say it's the same for every department. Look at other recommendations that would certainly exceed estimate there. Do not use only furloughs.
- **Vice Chair G** How is **County Accountant Kallstrom** supposed to do that without direction?
- **Chair Huxley** That's the next step in the process. Look at 32 not 40 hour work week.
- **Vice Chair Gold** Would this exclude law enforcement? Did this include law enforcement??
- **County Accountant Kallstrom**
  - All employees within General Fund.
  - Included Admin costs.
- **Commissioner Boice**
  - **County Accountant Kallstrom** recognition of her expertise.
  - (Recommendation 6 states) To be used in conjunction with passing a sheriff levy. Just to research a sales tax – taken off the table, again, today. .
- **County Accountant Kallstrom**
  - Does not wish to decrease salaries just to balance the budget. Looking at a piece of looking for paid.
  - Furloughs are a step toward keeping anybody from losing their jobs.
- **Commissioner Boice**
  - Most importantly keeping

- an Assessor's office,
- a Clerk's office,
- a DA's office,
- a Juvenile office.
- Appreciates you making this an emphasis, you're spot on.
- **Chair Huxley** Recommendation 6 Do not look at furlough days.
- **Vice Chair Gold** What you're saying--Would this be explored at the Workshop?
- **Commissioner Boice** What workshop?
- **Chair Huxley** Target other areas.
- **County Counsel** There is a scheduled Solid Waste & Recycling Committee meeting 10 - Noon
- **Vice Chair Gold** We can do workshop at different time.
- **Chair Huxley** Where are we on recommendation 6?
- **Vice Chair Gold** Would like to see other options.
- **Chair Huxley** Not to proceed w/furlough issue (2:14PM)

**Chair Huxley** called for discussion on Recommendation 7 (2:18PM)

Reduce budgeted positions through attrition. County Election Department- reduce one position not filled in the current fiscal year. Sheriff Department- reduce two out of three unfilled positions.

Clerk-Elections: Reduce budgeted position (not currently filled) Decrease Expenditure \$50,947

Sheriff-Civil/Criminal/Patrol:

Reduce (2) budgeted positions (not currently filled)	Decrease Expenditure	\$130,000
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Recommend combining Board of Commissioners Office and Finance Office. The consolidation would provide backup staff to BOC daily operations and allow the current unfilled BOC staff position to be reduced.

<b>2<sup>nd</sup> Portion</b> Admin Services:	Decrease Expenditure	\$28,000
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Consolidate Financial & BOC offices. Use finance staff as backup and eliminate (1) budgeted BOC position (not currently filled).

- **Vice Chair Gold**
  - If getting rid of positions, through attrition is best possible way at this point.
  - What are disadvantages and advantages of county administrator?
- **County Accountant Kallstrom**
  - Better to have, especially with county manager, as county manager and finance director work closely together.
  - Just having extra bodies around, to have all in one space makes a lot of sense.
- **County Counsel** Would different County Accountant have different recommendation?
- **Chair Huxley** A good question. Additional scenario discussed yesterday – hold this in abeyance until after county administrator & county accountant hired.
- **Vice Chair Gold** The disadvantages would be new people coming on would be OK with that that configuration.
- **County Counsel**
  - Has been BOC admin supervisor
  - Keep Brenda Starbird.
  - A single staff person in the BOC office is doable.
  - This was also a CBAC recommendation.
  - Reasonable option for BOC to consider in this budget process.
- **Commissioner Boice**

- Consolidation is the wisest thing to do.
- Mr Jezuit, Counsel Huttl, Brenda Starbird, Finance office (Ms Kallstrom), Cena Crook, Julie Swift. Everybody's leaning on everybody.
- New employees, new positions -- There's 3 new positions that are going to cost us some money to market and fill.
- 2 quick questions.
  - What would it take to fill your position?
  - **County Accountant Kallstrom** What I'm making now should be put into budget for next year for new county accountant.
  - **Commissioner Boice** County administrator?
  - **County Accountant Kallstrom** Doesn't know
- **Commissioner Boice**
  - Looking at 2 budget positions not filled.
  - New road deputies are most needed.
- **Chair Huxley** Recommendation for 17-18 was not to budget for 3 positions.
- **Vice Chair Gold** This is what was recommended by the department chairs when they were interviewed?
- **County Accountant Kallstrom**
  - Yes, the department heads have budgeted positions..
  - Department heads have done without and adjusted to it. It's a good contribution to balance budget.
  - Sheriff has unfilled positions, still has 1 unfilled position.
- **Chair Huxley** **2nd portion** of recommendation 7. There seems to be agreed on this. \$28K is realistic and should be budgeted. (2:31PM)
- Consensus?
- **Vice Chair Gold** Fine
- **Commissioner Boice** OK

**Chair Huxley** called for discussion on Recommendation 8 (2:32PM)

Correct 2016-2017 budgeting typo error, in Sheriff Department the Uniform Supply budget line item was inadvertently entered as \$75,000 instead of \$7,500.

Sheriff-Civil/Criminal/Patrol:	Decrease Expenditure	\$67,500
Correct budgeting error, budgeted \$75,000 instead of \$7,500 for Uniforms.		
Reduce all Material and Supplies budgets, net of Administrative Intergovernmental SeNices and Grants, by 5%. (Schedule Attached)		
Find additional expenditure line items in General Fund to complete budget balancing.		
Non-Departmental: Reduce expenditure line(s) to balance as needed		
Decrease Expenditure		\$930

- **County Accountant Kallstrom** Wasn't caught last year. Error caught during session last year. Inadvertent typo. Will decrease by \$67.5K
- **Chair Huxley**
  - We're in agreement there.
  - Recommendation 8, 2nd part, as far a dollar estimate for all departments for materials and services. Attached, last page of memo. Understood it would not necessarily be the same for all departments.

- An average 5 % reduction would be \$155K. The main topic here is to go with a % reduction. In this case 5% reduction.
- Also in spreadsheet is what was excluded from the calculations -- grants and IGAs
- **County Accountant Kallstrom** The grants on the sheet are being moved out anyway. Cannot reduce admin fees and other fees. Added together it's \$155K
- **Vice Chair Gold** You talked to all department heads? What was their response?
- **County Accountant Kallstrom**
  - In materials & services, certain expenditures can't be reduced. Contracts, property & liability insurance, mandatory training costs.
  - To reduce 10% would really cause some problems. Even 5% would take some creative in some departments.
- **Commissioner Boice**
  - Budget is a moving target.
  - Was there a goal or objective of 0 to 10% for getting to a net figure?
- **County Accountant Kallstrom** Usually departments are told to find 5 or 10% or sometimes 15%
- **Vice Chair Gold** Really important to involve the departments. Appreciate asking departments
- **Chair Huxley** That was last topic. Other items discussed in last several days. PERS increases? \$150K to \$300k (2:39PM)
- **County Accountant Kallstrom** Hasn't removed the attrition positions nor removed funds going to restricted funds.
- **Chair Huxley**
  - What are Current number of employees?
  - Current payroll?
  - As far as Floras Lake issue. Do we budget any liabilities in the 17-18 budget to be prudent?
- **County Accountant Kallstrom**
  - It would be prudent.
  - Assign funds to take care of project.
  - It would take care of a potential liability if the Board wants to look ahead.
- **Vice Chair Gold** On Floras Lake we're looking at having a contingency fund?
- **County Accountant Kallstrom**
  - Separate fund.
  - Planning board contingency. It's a planning for something unknown and unplanned for.
- **Vice Chair Gold**
- Special budget meeting if not planned for?
- Should establish fund to gather resources to do what has to be done. Correct.?
- **County Counsel** Last direction from BOC was to actually remove the rocks.
- **Chair Huxley** Agrees with **County Counsel**
- **County Accountant Kallstrom** Amount is up to BOC.
- **Chair Huxley** That was the last recommendation. Working on things from CBAC also. (2:47PM)



- **Commissioner Boice** Could we bring back CBAC recommendations and incorporate in BOC Budget direction for **County Accountant Kallstrom**?
- **Chair Huxley** Is **John (Spicer)** or **Terry (Brayer)** here? **Terry**, would you like to come up?
- **Terry Brayer.** (2:51PM) From Nesika Beach. Part of the Citizens Budget Advisory Committee (CBAC).
- When we were tasked we broke into 3 different groups.
- One was looking at physical, another consolidation and the third interviewing department heads for those departments using general fund money.
- CBAC looked at it from a perspective of taking a 30% and a 60% budget cut. Which would mean monies taken from road fund. Met with different groups. Have different recommendations.
- Came forward w/exec summary -- \$6.4M shortfall – if no road funds used. However, the road fund came up with about a \$3M shortfall which is part of the \$6.4M.
- Not a matter of borrowing from the road fund; it's really taking from road fund. No intention of paying back the road fund.
- Put data into a spreadsheet along with supporting documents. **CBAC Chair John Spicer** has not agreed nor seen nor approved the data, yet.
- One recommendation is for each department to take a 30% reduction and county keeping the 7 road deputies intact, then CBAC agreed to take \$400k from road fund this year. We really can't continue to kick the can down the road.
- County has about 18 months to come up with revenue. This is not an expenditure issue, it's a revenue problem. (2:55PM)
- Keep law enforcement as full as possible.
- Another recommendation is to bring in additional assessor(s). Assessor Kolen stated if there were 1.5 or 2 FTE assessors then, it would reduce re-assessment backlog from 18 years to 7 years. Use contract employees as additional assessor(s).
- If there were a 30% budget cut, re-assessment backlog could go from a 20 year to a 30 year backlog. (2:55PM)
- If we bring in an extra 3% into the county in assessed value, the county would be getting revenue in long term particularly to special districts.
- There are specific recommendations to cut certain positions to ½ time positions to save money and save on benefits. Will get this (spreadsheet data) as soon as **Chair Spicer** can go over it.
- **Commissioner Boice** There was about a \$2M difference between the 2 proposals CBAC & Acct in terms of the shortage. Can you shed some light on this? (2:59PM)
- **Terry Brayer** The road fund would extend this year. Looking at a little over \$3.3M, only bringing in
- **Vice Chair Gold** In your recommendations, you met with these folks.
- **Terry Brayer** There are some similarities between CBAC & County Accountant. For example met w/clerk's office who spread their wages between clerk office, recorder's office, and 5% to BOPTA. Trying to figure where the money actually is sometimes is hard. Easier to look at department entire
- **Chair Huxley** As a side piece to recommendation 6, we were looking at a 32 work week vs a straight 30% cut. It was a combination of all the input. (3:03PM)

- **Terry Brayer**
  - A couple of years ago, we had directive to County Accountant to come up w/2 budgets – if levy passes and if it didn't passed. We're (CBAC and County Accountant) about \$100K off what we recommend borrowing from road fund. Part of this is CBAC has 7 deputies. County Accountant has 8 road deputies.
  - Public does not trust government. We are in fact lean and mean. We are into the marrow of the bone. We have to show we're not willing to keep kicking the can down the road. Road fund may be depleted in 4 to 8 years. It's some hard decisions we have postponed making the last 7 years.
- **Vice Chair Gold** Deputies need roads.
- **Terry Brayer** Have to decide when is it you are going to say, "No more." (3:05PM)

**Chair Huxley** asked for public comment (3:06PM)

- **Assessor Jim Kolen** Haven't given us any budget direction at all. Over another of \$1M cuts out of budget. Looks like not any money for anything else. My recommendation, just fund law enforcement and shut down everything else down. Assessment tax collection cut from 14 FT in 2007 to 7.2 FT now. We're not meeting many of the mandates required by law. A 30% cut – see comments to CBAC committee **Commissioner Gold** what did you mean about talking to people who don't want tax?
- **Vice Chair Gold** Get a county administrator. Maybe it will be me that has to be cut. Fine with that. (3:09PM)
- **Assessor Kolen** (3:09PM)
  - Really would like to see from BOC -- give us a number to work with and tell us, rather than going to 32 hour work week. Better served by keeping whole employees and keep morale intact in order to keep them more productive. We'd be keeping our normally best employees.
  - Not having anything in budget direction from this board. If direction is given, would like to come back and give more public comment.
- **Commissioner Boice** Re-building programs. Are you looking at 1 year or looking 5 years down the road? Worst case scenario. That's part of my emphasis is to keep us from getting to that point. Wants to avoid that.
- **Assessor Kolen** Look at my comments to CBAC – if you're looking to make 30% to 60% cuts, is really shutting other county departments down. Doesn't think can do both funding law enforcement and funding all departments.
- **Commissioner Boice** What could we do? And at what point in time could we do this?
- **Assessor Kolen** As I recall, the **Sheriff** asked for direction in September & December. Hoping to get direction now. If I'm going to have to lay off some my employees, have to let them know so they can start planning their futures.
- **Commissioner Boice** Learned a lot today. Use minor portion of road funds is not going to happen. Certain things not working for example furlough days. Certain things are not workable like furlough days? What time as soon as possible can we give department head directions?
- **Chair Huxley** We have given direction to county accountant.(3:13PM)
- **County Accountant Kallstrom** Will give worksheets to department heads Friday
- **Commissioner Boice** So do we still have a date we can offer the department heads?

- **Chair Huxley** No
- **Comm Boice.** So the human side be damned. (3:14PM)
- **County Accountant Kallstrom** Doesn't think budget is balanced at this point. Has enough to get worksheets out to department heads. There may be adjustments past that date. Will take what was talked about today and put into spreadsheets and really figure out what impact of those things are. My understanding (of what direction is) - The 4 positions through attrition will be adjusted in their budgets. Department heads will be directed to take a take a 5% cut in materials and supplies. Beyond that does not have anything. During next few days should be able to have some kind of topic to discuss again through we can with consensus. Thinks she can give direction.
- **Commissioner Boice** Is there a date we can say give to saying we have all the information we need. Still doesn't hear date. Is there even a theoretical date.
- **County Accountant Kallstrom** A date to do what by? What date are you looking at?
- **Commissioner Boice** Worst case scenario. This is what we're looking at, subject to final approval, on June 21. So people know. May not be a fair question to you.
- **County Accountant Kallstrom** It is kind of a fair question to me. Hopefully we can come back on 4/19 general meeting to finalize this procedure and have a proposed balanced budget. Have asked department heads to get back by 4/24. Only gives me couple of weeks. These things have to be decided assessed in next couple weeks. If we have workshop and hammer out more details, we can get this for . Not sure how much of these decisions. On 4/19, you might be able to tell me which staffing level. If there are other further cuts need to look at, will discuss with those departments heads to get **that into the budget. And they can change those, too. Julie as it set up really well.**
- **Commissioner Boice** Sounds like the 4/12 would not give enough time?
- **County Accountant Kallstrom** By 4/12 would be able to bring some information to you so BOC can be ready 4/19
- **Vice Chair Gold** Are we adding workshop next wed afternoon? I think we need one. What time?
- **County Counsel** Have a 10-Noon solid Waste recycling meeting on that day. Will start at 1P. Don't know if we'll have any materials
- **Chair Huxley** Schedule workshop 4/12 at 1P (3:23PM)
- **Assessor Kolen** Workshop 4/12, will BOC give department heads opportunity to participate?
- **Chair Huxley** On 3/22 workshop, public comments were accepted. As was the case today. Yes it will be. Expect we would have comments from those in the audiences in those department heads.
- **Commissioner Boice** Good to have dep heads here
- **Vice Chair Gold** Should have them here

### 13. COMMISSIONER UPDATES/LIAISON & DEPARTMENT ACTIVITY REPORTS

- **Vice Chair Gold** (11:53AM)
  - Need to bring back the travel policy & county administrator.
  - Has talked to **County Counsel** about county administrator
- **County Counsel** Assign **Vice Chair Gold** to work with **County Counsel**. BOC supports it.

- **Commissioner Boice** (11:55AM)
  - Coos Bay Police Department So much going on and it's accelerating.
  - Report from Coos narcotics agent.
    - Heroin is 50% of drug use.
    - Pouring over Mexico US border. Portland is primary distribution center.
  - Coos has similar problems with jail. Can only afford 95 beds not 290.
  - Will keep you up to date on this. Cities isolated like Gold Beach, Port Orford and Brookings. Consolidate law enforcement to fight crime
  - Attended Fair Board.
    - Awaiting RV park.
    - Oregon promoting more RV travel.
    - Fair Board concerned about liability insurance. Very important to them.
    - Want to be on both websites
  - Working with **Roadmaster Robbins** about vehicle inventory.
    - Asking department heads.
    - If something not needed, can change/sell/save money.
  - Have a lot of meetings next 2 weeks.
  - Are you having workshop on 4/12?
- **County Counsel** Was going to ask BOC. Not sure workshop required at this time. Does BOC really want a workshop. Group can make recommendations to BOC.
- **Commissioner Boice** In favor of workshop every Wednesday. (12:01PM)
- **County Counsel** On schedule to make a present
- **Vice Chair Gold**
  - Presentation will be fine.
  - Workshop OK. Especially w/budget discussions
  - **County Accountant Kallstrom** you need direction today?
  - Reason for a workshop on budget?
- **Commissioner Boice** Other items to add to workshop
- **County Account Kallstrom.**
  - Budget direction from BOC is essential (12:04PM)
  - Good to have meeting next week. Once gets directions, calculates the impact to direction.
- **County Counsel** Consensus of BOC?
- **Chair Huxley** Think about it.
- **County Counsel** asked **minute taker Jezuit** about April 8 Town Hall meeting. (12:06PM)
- **Carl King** stated there will be town halls in Chetco 1<sup>st</sup>, Gold Beach 10:45A and Port Orford at 1P
- **Chair Huxley**
  - Town Hall meeting with State Sen Cruse & Representative Smith
  - Heard or asked if county account has resigned to take employment elsewhere?
- **County Account Kallstrom**
  - has given a resignation letter effective 6/21/17 after budget process.
  - Is going to Coos Bay.
- **Chair Huxley** definitely ask for BOC for direction.
  - We need opening put out in various locations.
  - Immediately start pursuing hiring another County Accountant.
- **Vice Chair Gold** more than willing to help new person on board. Came here w/0 help from previous acct.

- **Commissioner Boice** Much appreciate **County Accountant Kallstrom** will stay until June (12:13PM)  
\* \* \* \* \* 12:15PM to 1:15PM Lunch Break \* \* \* \* \*

**14. EXECUTIVE SESSION**

**15. ADJOURN 3:25P**

DRAFT