



**CURRY COUNTY BOARD OF COMMISSIONERS
BUDGET COMMITTEE MEETING**

Monday June 27, 2018 – 10:00 AM
Commissioners' Hearing Room, Courthouse Annex
94235 Moore Street, Gold Beach, Oregon

www.co.curry.or.us

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

AGENDA

*Items may be taken out of sequence to accommodate staff availability and the public.
For public comment, a completed speaker's slip must be submitted prior to start of the meeting.*

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

- 2. ADOPTION/AMENDMENT OF THE AGENDA**

- 3. PUBLIC COMMENTS**

- 4. 2017 BUDGET COMMITTEE MINUTES – Louise Kallstrom, County Accountant**

- 5. ADJOURN**



CURRY COUNTY BOARD OF COMMISSIONERS

BUDGET MEETING

May 15-19, 22, 25, 2017

Commissioners' Hearing Room, Courthouse Annex
94235 Moore Street, Gold Beach, Oregon

www.co.curry.or.us

2017 Budget Meeting Minutes

(Times recorded are in reference to the video. For more details, refer to the video)

Monday, May 15, 2017 – 10:00 A.M.

BUDGET COMMITTEE MEMBERS PRESENT: Thomas Brand, Sam Scaffo, Carl King, Thomas Huxley, Sue Gold, & Court Boice.

STAFF PRESENT: John Huttli, County Counsel; John Jezuit, Admin Assistant; & Louise Kallstrom, County Accountant.

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE {0:0}

Huxley called for the pledge of allegiance. Following the pledge of allegiance, Huxley noted that there would be no streaming video available due to County network issues and introduced Board staff – present above. He then turned the meeting over to County Accountant Louise Kallstrom.

2. ORIENTATION OF THE AGENDA {0:05}

Kallstrom reported no changes to the agenda schedule. Huxley suggested that the meeting be open to comments from the general public.

3. COMMITTEE ELECTIONS {0:06}

Gold motioned to appoint Thomas Brand as Chair. Boice Seconded. Brand nominated Carl King for Chair. King declined and re-nominated Brand. After discussion took place between Brand and King, Huxley called for a vote.

Motion to elect Thomas Brand as Chair passed unanimously. Gold nominated Carl King for Vice Chair. Brand Seconded. Motion passed unanimously.

4. GROUND RULES FOR CONDUCTING THE MEETING {0:13}

There was a consensus to create an open and moving discussion by allowing public comments after each presentation. It was noted that comments would be allowed within bounds, speakers should be recognized by the chair prior to speaking for record keeping purposes, and that it wasn't necessary for the public to fill out comment slips during the budget meetings.

5. BUDGET MESSAGE {0:24}

Kallstrom summarized each paragraph in the budget message. She noted the proposed budget amount for fiscal year 2017/2018 was incorrect and clarified that the actual amount was \$57,711,736. The hearing was recessed at {1:01} for a short break, and time to review the budget message for possible questions. Brand reconvened the hearing at {1:20} where Kallstrom answered questions for 40 minutes. Among the different topics discussed, there was a focus on the decrease in road funds and the increase in PERS.

6. IGS COST ALLOCATION {1:55}

Kallstrom referenced to pages 158 & 159 giving a brief explanation of how administrative fees are spread between the different departments. She noted that the percentages are very comparable to last year. At {2:00} Kallstrom explained the reasoning behind the department administrative fees stating there are certain functions within any entity that are administrative services.

The hearing was recessed at {2:07}. Brand reconvened the hearing at {3:13}

7. NON-DEPARTMENTAL {3:13}

Kallstrom stated that in the General Fund there were several changes including increases in Property Taxes, the O & C Timber Funding, and the Unassigned Fund Balance. She noted there were also changes associated with the Cable TV Franchise Fund. At {3:17} Kallstrom discussed the movement of the Allcare Grant into the Restricted Monies Fund and an increase of \$20k in Professional Services for Brandt Media. At {3:28} Operations Manager, Charles Douglas from Brant Media explained the current contract and answered the Budget Committee's questions. The Budget Committee discussed the changes for 50 minutes. No motions were made.

Side Discussion: At {3:22} Huxley discussed a \$40k study that would look at county structure and provide possible recommendations for consolidation and cost effectiveness. He noted that Portland State did a similar evaluation for the City of Brookings and said he wanted the committee to consider adding the study into Non-Departmental Funding.

At {4:28} Huxley motioned to redistribute \$40k from the Other Material and Services Fund into a new line item under Professional Services titled Proficiency Study. Brand Seconded. Motion carried 4 to 2. Scaffo and Boice were opposed.

The hearing was recessed at {4:38}. Brand reconvened the hearing at {4:54}

8. COUNTY SHERIFF'S BUDGET {4:56}

Sheriff John Ward gave an overview of operations within the different divisions and noted the Forest Deputy Funds and Marine Patrol Funds have been moved out of General Funds and into Restricted Funds. Ward explained that with the lack of resources, they aren't able to provide 24/7 patrols and the liability by not having adequate staffing levels or proper trained staff.

- At {5:05} Ward discussed the Harbor Sub Station that is utilized for offices in Patrol, Juvenile, and Parole & Probation (P&P). He stated that with proposed cuts this year, the Sub Station will only be used for P&P and Patrol to complete reports. At {5:13} a 30 minute discussion between the Budget Committee, Sheriff Ward, and Captain Mike Espinoza took place concerning funding for the Harbor Sub Station.

At {5:55} Huxley motioned to move the Sheriff's Budget 7 line items to Wednesday afternoon on May 17th. Gold seconded. Motion carried unanimously.

(Continued on Page 7.)

9. FINANCE/PR/HR {6:03}

- In the finance budget, Kallstrom noted a few changes in personal services including the increase in PERS and the 1.5% going to Unemployment Capital Projects. Kallstrom discussed a \$20k reduction to the Pro Svcs-Audit & Acctg Fund. She stated the reduction is made possible by having one firm doing the financial statements and the audit. At {6:10} there was discussion between Huxley, Gold and Kallstrom about dropping one of the two budgeted OGFOA Conferences.
- At {6:14} Kallstrom discussed the PR/HR budget and reported there hasn't been much change except for the increase in PERS. At {6:18} there was discussion between Brand and Kallstrom about the Road fund increase. Kallstrom explained that the road funds have increased and

decreased in the different departments, but overall the combined road funds are comparative to last year's budget.

10. COMMISSIONERS FUND {6:25}

Kallstrom noted an increase in health insurance and a decrease in PERS to the Commissioner's budget. At {6:29} the Budget Committee, Kallstrom and Huttli discussed the increase to the Sal-Elected Fund. The increase was allocated so that the funds could be made available in the event that a County Administrator position is created.

- At {6:38} a 20minute discussion took place concerning the Commissioners Travel Fund. Huttli informed the committee that a Travel Policy meeting will take place on June 7th. At {6:45} Huxley discussed the Travel Policy that will be looking at all department travel expenses and commented the policy is being made to correct all of the potential travel abuses.
At {4:55} King motioned to remove the commissioner's combined travel expenses of \$9,700 by deleting lines 2, 8, 9, 11, & 12. Brand seconded. Motion tied at 3 to 3. Huxley, Boice, and Scaffo were opposed. Brand, King, and Gold were in favor.
At {4:56} Gold motioned to decrease the combined travel expenses from \$9,700 to \$4,500. Brand seconded. Motion carried unanimously.
- At {7:01} Brand stated when they continue to discuss the Commissioners Proposed Budget; he would be making two motions. He stated his first motion would be that the budget officer prepares an alternative budget proposal for the Budget Committee to consider that would reflect part-time salaries for the County Commissioners. Brand stated his second motion would be to add a line item for a County Manager Fund.
- At {7:06} there was a public comment from Nancy Sue Rose. She stated, "During the election, two of the commissioners said that they would give a portion of their salaries if a county administrator were hired. Boice said \$20k and Gold said \$10k, so I was wondering if that could be considered in this." Brand acknowledged her comment stating it could be discussed.
Chair Brand recessed the meeting at {7:07}

Tuesday, May 16, 2017 – 10:00 A.M.

BUDGET COMMITTEE MEMBERS PRESENT: Thomas Brand, Sam Scaffo, Carl King, Thomas Huxley, Sue Gold, & Court Boice.

STAFF PRESENT: John Huttli, County Counsel; John Jezuit, Admin Assistant; & Louise Kallstrom, County Accountant.

11. CALL TO ORDER & PLEDGE OF ALLEGIANCE {0:0}

Huxley called for the pledge of allegiance. Following the pledge of allegiance, Huxley turned the meeting over to Committee Chair, Tom Brand. Kallstrom distributed handouts from the previous day's discussion and the Committee reviewed acronyms and Membership Fees. At {0:10} Boice commented specifically about AOC and O&C membership fees.

12. SURVEYOR {0:19}

County Surveyor, Riley Smith presented an overview of his job duties and proposed maintaining current level of services for this next fiscal year. He stated his position as Surveyor would be reduced to 9hrs a week and he would also be taking a pay reduction, so that the budget wouldn't use any General Fund monies. Kallstrom noted that the surveyor budget last year used about \$15k from the General Fund and Huxley commented that this budget showed a 53% reduction compared to last year's budget.

At {0:28} Gold moved to approve the surveyor budget including the Cornerstone Fund. Brand seconded. Motion passed unanimously.

13. TREASURER {0:30}

County Treasurer, Debbie Crumley briefly discussed the proposed budget and gave an overview of her position. There was discussion between Crumley and the Committee concerning reducing the Treasurer's position from full-time to part-time. The Budget Committee was in consensus to bring back the discussion at Wednesday's meeting. (Continued on page 14.)

The hearing was recessed at {0:45}. Brand reconvened the meeting at {1:00}

Side Discussion: At {1:01} The Budget Committee and Counsel HuttI discussed whether or not Membership Fees need to be paid to AOC to be covered in the CIS insurance program.

14. JUVENILE & PARKS {1:04}

- Juvenile & Parks Director, Jay Trost detailed the many highlights taking place in the Juvenile department including fund raising events, programs, and obtaining two grants to help pay for drug treatment. At {1:16} he presented the Juvenile budget with a 12.5% reduction from the 2016/17 budget.
- At {1:26} Trost briefly discussed revenues for both Boice Cope Park and Lobster Creek Youth Camp. He noted that over the past two years there has been a 200% increase in revenue from Boice Cope due to the addition of electric and water service. Trost stated both parks are self-sufficient, requiring zero dollars from the general fund. The Budget Committee, Kallstrom, and Trost discussed using the Parks carryover to start a savings for un-appropriated future use.

At {11:52} Kallstrom stated she would make changes to the Parks budget by adding \$10k to revenue and \$10k in an operating contingency line. With that change, King moved to approve the Juvenile & Parks Budget. Gold Seconded. Motion passed unanimously.

The hearing was recessed at {1:53}. Brand reconvened the meeting at {2:56}

15. DISTRICT ATTORNEY {2:57}

Kallstrom noted that there were amendments to the District Attorney (DA) budget due to changes in the CAMI Grant. At {3:02} County District Attorney, Everett Dial presented the DA overview of job duties and stated they have an average of 830 cases per year. At {3:24} Dial reported there hasn't been much change to the DA budget besides a small increase in the IGS Fund due to file rooms being added.

At {3:42} with amendments, Boice moved to approve the DA budget. Brand seconded. Motion passed unanimously. (Dial noted that the DA budget covers the DA office, the Law Library, the Court Security Fund, the CAMI Grant, the VOCCA Grant, & the Crime Fund Grant.)

16. COUNSEL/GIS/LANDFILL/SOLID WASTE/IT {3:44}

County Counsel HuttI discussed the different functions his department is currently performing and noted that his budget reflects a financial reorganization in how funds are allocated. At {4:04} Kallstrom detailed the IT budget and the Committee discussed the 5 year plan. No motions were made. (Continued on page 10.)

The hearing was recessed at {4:27}. Brand reconvened the meeting at {4:45}

17. OCCUPANCY/BUILDING R & M {4:52}

Curry County Facilities Director Eric Hanson gave an overview of his responsibilities and presented the budget proposals for Central County Occupancy department, North Curry Service Center Department, and the Building Repair & Construction Projects. Concerning the Building Fund, the budget committee discussed removing the unemployment reserves.

At {5:39} Gold motioned to accept the Occupancy budget as presented. King seconded. Motion passed unanimously.

18. VETERANS {5:40}

Veteran Services Officer Anthony Voudy presented the Veteran's budget and noted that there could be additional revenue from Oregon Lottery dollars coming into the General Fund, but he wouldn't know how much would be allocated until after July 1st. Voudy stated the additional funds could be anywhere from \$0 to \$44k depending on different variables.

At {5:50} Gold moved to accept the Veteran's budget as is. Boice seconded. Motion passed unanimously.

19. ECONOMIC DEVELOPMENT {5:54}

Community Development Director, Carolyn Johnson presented the Economic Development budget. She reported that she met with the Board of Commissioners (BOC) on 4/28/17 to discuss the upcoming year projects and noted the collaboration with South Coast Development Council (SCDC) to work on those projects. Johnson stated the Board recently authorized an IGA with the city of Gold Beach for the tourism piece of the economic development work being done.

At {6:06} Gold moved to accept the Economic Development budget as written. Huxley seconded. Motion passed 5-1. Boice was opposed.

20. PLANNING & BUILDING {6:07}

- Carolyn Johnson presented an overview of the Planning projects and the proposed budget. She stated the requirements exceed planning & permit fees which will leave the budget in a hole. At {6:15} Kallstrom noted that after talking to other Counties, she found most planning departments weren't fully supported by their fees and instead they were funded out of General Funding.

At {6:44} King motioned to move the Planning Department budget to General Funds and adjust revenue for remaining portion of the Building Fund to balance. Gold seconded. Motion passed unanimously.

- At {6:48} Johnson gave a brief presentation on the overview of the Building Department and noted the new position of a Building Official. She stated the line items related to training and education are costly, but needed for updating certifications to continue inspections. There was discussion about building code violations and code enforcement.

At {7:01} Gold moved to accept the Building budget. Boice seconded. Motion passed unanimously.

Chair Brand recessed the meeting at {7:07}

Wednesday, May 17, 2017 – 10:00 A.M.

BUDGET COMMITTEE MEMBERS PRESENT: Thomas Brand, Sam Scaffo, Carl King, Thomas Huxley, Sue Gold, & Court Boice.

STAFF PRESENT: John Huttel, County Counsel; John Jezuit, Admin Assistant; & Louise Kallstrom, County Accountant.

21. CALL TO ORDER & PLEDGE OF ALLEGIANCE {0:0}

Following the pledge of allegiance, the floor was opened to receive public comments. At {0:01} Jeremy Dumire from Gold Beach discussed the need for revenue. He presented two requests to the Committee Board. The first request was that the Board should pass a motion recognizing that Curry County does not have a spending problem, but it does have a revenue problem. And his second request was for a committee to be formed to find ways to fund Curry County.

22. ANNOUNCEMENTS

- At {0:08} Boice presented a letter from Oregon House Representative, David Brock Smith. The letter discussed how important public safety is to the economy.

- At {0:10} Counsel HuttI informed the Committee that to qualify for CIS insurance you must be a member of AOC.
- At {0:11} Brand stated he would be moving to reject the notion of using Road Fund reserves at the end of the meetings to balance the budget. The Budget Committee discussed the motion for 20 minutes. At {0:30} Sherriff John Ward asked that before the motion is made to not use Road Funds, that he be allowed to present his budget. At {10:33} Jeremy Dumire stated, “I do not know where this Committee expects to find \$320k to bring this budget into balance if they cut out the road funds.”

At {0:35} Brand motioned that the Budget Committee Board does not use Road Fund Reserves in completing or balancing the budget. King seconded. Motion carried 4 to 2. Boice and Scaffo were opposed.

The hearing was recessed at {0:38}. Brand reconvened the meeting at {0:42}

23. EVENT CENTER/FAIR {0:43}

Event Center Manager, Ron Cook presented the budget. He noted that the Fair Account is completely separate from the General Fund and all the employees are part-time irregular. At {0:47} Fair Board Member, Lucy LaBonte discussed how the County owns the building and therefore pays for the insurance on the building.

At {1:00} Gold motioned to approve the Event Center/Fair budget as written. Brand seconded. Motion passed unanimously.

The hearing was recessed at {1:01}. Brand reconvened the meeting at {1:15}

24. ELECTIONS, RECORDING & BOPTA {1:15}

- County Clerk Rene Kolen gave a brief overview of the Elections Department. Chief Deputy Clerk, Shelley Denney stated this would be a non-revenue generating year and that they have budgeted for only 1 election this year. At {1:25} there was discussion between Gold and Kolen concerning travel & lodging fees.
- At {1:30} Deputy Clerk, Becky Ross gave an overview of the Reporting Department. Kolen reported an increase in reporting and that there were no large changes in the budget.

At {1:42} Gold motioned to approve both the Elections and Recording budgets as written including the Reserve. Boice seconded. Motion carried unanimously.

- At {1:44} the Budget Committee reviewed the Board of Property Tax Appeals (BOPTA) budget funded by the CAFFA grant.

At {1:45} Gold motioned to approve the BOPTA budget as written. Boice seconded. Motion carried unanimously.

25. TAX ASSESSOR & COLLECTORS {1:47}

County Assessor Jim Kolen reported that essentially the tax budget is the same as last years besides a few reductions. Kolen explained the reductions were done in Materials & Services by almost 5% and in Personal Services for irregular employees and overtime. During Kolen’s presentation there was discussion about future budgeting for technology advancements and the GIS system.

The hearing was recessed at {2:09}. Brand reconvened the meeting at {3:14}

At {3:20} Kolen and the Budget Committee discussed the details of how the Assessor’s budget is affecting the CAFFA grant. Kolen discussed tax revenue losses due to construction without building permits. At {3:37} Meals and travel expenses were discussed.

At {3:38} Boice moved to approve the Tax Assessor & Collectors budget. Brand seconded. Motion carried unanimously.

26. PUBLIC HEALTH {3:39}

County Accountant, Louise Kallstrom presented the Public Health and Human Services Fund.

At {3:47} Gold moved to approve the Public Health budgets. King seconded. Motion passed unanimously.

27. COUNTY SHERIFF'S BUDGET CONTINUED {3:48}

Sheriff John Ward further discussed with the Budget Committee possible funding solutions for the Harbor Sub Station. At {4:00} Ward discussed Travel Expenses including Training and Food Funds.

At {4:14} Gold moved to approve the Sheriff's budget as presented with the hope of adding back the Harbor Sub Station line budgeted at \$11k.

The hearing was recessed at {4:18}. Brand reconvened the meeting at {4:32}

28. COMMISSIONERS FUND CONTINUED {4:34}

Brand stated he had two motions concerning how the commissioner's positions are funded. At {4:39} County Counsel explained the statutes for establishing the compensation for county officials. There was 25 minutes of discussion between the Budget Committee concerning Brand's first motion to decrease the BOC positions from full-time to part-time salaries. No motions were made.

The hearing was recessed at {4:58} for the 4H budget public hearing.

Brand reconvened the meeting at {5:27}

29. PUBLIC COMMENTS

- At {5:30} Connie Hunter from Brookings, OR discussed the efforts made on behalf of Curry County citizens by the Sheriff's department and noted Curry County's search and rescue team was ranked number one for the state of Oregon this year. She asked that the funding levels for the County Sheriff's department and the Veteran's department be sustained.
- At {5:35} John Brazil, Chief of the Harbor Rural Fire Protection District in Southern Curry Stated it's becoming more difficult to ask volunteers to put their life on the line. He discussed the struggles to maintain a qualified Professional Life & Safety Responding Organization due to lack of funding for volunteer fire departments and the Budget Committee's decisions to cut road deputies. He stated, "Life and safety should be the prime importance of how we develop our community and how we want to build it going forward."
- At {5:45} Gary Short discussed how the movement of the Planning department into General Funds costs money, how the Sub-Station costs money, and how the option for reducing the County Treasurer to half-time could potentially put the County at financial risk.
- At {5:51} Corrections Deputy, Jeremy Dumire expressed his disagreement of the motion to decrease the Commissioners to part-time because the BOC were elected to work full-time.
- At {5:57} David Barnes shared the same opinion of Jeremy Dumire concerning the BOC being elected to work full-time. Barnes believes it should be left up to the voters whether or not the Commissioners should be full-time or part-time. Barnes also stated if the budget committee decides to not use the road funds, they are choosing to allow the county to live in squalor.

30. COMMISSIONERS FUND CONTINUED {6:01}

- The Budget Committee further discussed Brand's motion to lower the Commissioners salaries to reflect part-time positions. At {6:18} Brand discussed an addition to the amendment stating, "If this motion passes, we are also automatically adding a budget line for a County Management position."
*At {6:21} Brand motioned to amend by the addition of a county manager position to the main motion. King seconded. Motion passed 4 to 2. Boice and Scaffo were opposed.
At {6:22} Brand called for the original question as amended. Motion passed 4 to 2. Boice and Scaffo were opposed.*
- At {6:24} the Budget Committee discussed the different decreases to the Commissioner's salaries in order to fund the Management position. Kallstrom presented options ranging from

\$90k to \$120k for the position. At {6:37} Kallstrom stated if the BOC were all to take a \$10k stipend, about \$189k would be made available out of the Commissioners fund.

At {6:47} Brand moved to change the Commissioners salary to a stipend of \$10k and that the Manager's salary would start at \$80k per year. King seconded. Motion passed 4 to 2. Boice and Scaffo were opposed.

Chair Brand recessed the meeting at {7:04}

Thursday, May 18, 2017 – 10:00 A.M.

BUDGET COMMITTEE MEMBERS PRESENT: Thomas Brand, Sam Scaffo, Carl King, Thomas Huxley, Sue Gold, & Court Boice.

STAFF PRESENT: John Huttel, County Counsel; John Jezuit, Admin Assistant; & Louise Kallstrom, County Accountant.

31. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & PUBLIC COMMENT {0:0}

Huxley called for the pledge of allegiance. Following the pledge of allegiance, the floor was opened to receive public comments.

- At {0:02} Mary Rowe requested that two additional services be provided for the Curry Public Transportation (CPT). Rowe noted the current issue for some transit riders who arrive in Gold Beach at 3:45pm and don't have a way home due to the current Dial-a-Ride schedule running from 9am-2pm. She requested that during one day of the week the schedule be extended to 4:30pm. Rowe stated, "This would serve those who must have a ride home due to age, disability, distance, or weather." At {0:03} Rowe stated her second request that Port Orford be provided Dial-a-ride services one day a week.

32. PUBLIC TRANSIT {0:11}

Joanne Wasbauer, retired General Manager of CPT, gave a brief history between Curry County and Public Transportation. She noted the two large grants CPT receives during the year that fund the Postal Express and Dial-A-Ride located in Gold Beach and Brookings. There was discussion between Wasbauer and the Budget Committee discussing the many aspects of the Public Transit System. At {0:33} Kallstrom read the Public Transit budget message.

At {0:36} Gold motioned to approve the Curry County Public Transit budget. Boice seconded. Motion carried unanimously.

33. PUBLIC COMMENTS {0:38}

- David Barnes requested to reopen the discussion that took place during the Commissioners budget concerning the County Manager's compensation proposed at \$80k. Barnes asked the Budget Committee to reconsider the proposed salary to reflect a salary closer to \$110k-120k, so that they will receive applicants that are highly qualified for the position. He referenced to material that supported his concern. At {0:50} there was discussion between the Committee and Barnes concerning the salary options and needing more time to research further.

Side Discussion: At {0:56} The Budget Committee, Counsel Huttel, and Kallstrom discussed receiving a report from the compensation committee. There was consensus to receive the report.

The hearing was recessed at {1:03}. Brand reconvened the meeting at {1:23}

34. COMPENSATION COMMITTEE REPORT {1:26}

Kallstrom read the report written by Compensation Committee Chair, Terry Hanscam. It was noted in the report that, "The Compensation Board believes that Curry County Elected Officials are underpaid when compared with other Elected Officials in Oregon and Counties with similar population and budget size." The report detailed the Compensation Board's recommendations for Elected Officials based on

likewise positions across the state. At {1:30} Kitty Bunten, Compensation Committee Board Member, briefly answered the Budget Committee's questions.

35. DISTRICT ATTORNEY REVISED BUDGETS {1:34}

County District Attorney Everett Dial explained that there was a miscalculation error in the Child Advocacy Budget.

- At {1:36} Kallstrom discussed the two changes to the CAMI Grant. She stated Jackie Antunes position was changed to a .6 which filled up the CAMI Grant to the correct amount and increased the grant by \$3,755 in different fund lines. The second change was made by transferring \$3,476 from the DA budget to cover expenditures in the CAMI Grant that aren't covered by the Grant.
- At {1:38} Kallstrom noted the changes to the DA's budget were in payroll and the transfer to the Child Advocacy budget. She stated the net effect on the General Fund is a positive \$495.00 more than was in the original proposed budget.

At {1:39} Gold moved to approve the two budgets as corrected. King seconded. Motion carried unanimously.

36. IT BUDGET {1:43}

Counsel Huttl discussed the new contract with Coos Curry Electric for \$120k and noted the contract replaced the IT department staff which caused resource reductions for salaries and salary incidentals. At {1:55} IT representative Daniel Springer presented the Five-Year IT plan. Springer stated the plan was based off an audit done on county equipment and is a suggestion for how the Budget Committee should proceed.

The hearing was recessed at {2:00}. Brand reconvened the meeting at {3:05}

At {3:06} Springer explained the phases of the Five-Year plan and gave a brief description of the budgeted items. At {3:12} a 40 minute discussion took place between the Budget Committee, Kallstrom and Springer concerning the budget items and the risks of postponing certain items. At {3:54} Kallstrom detailed the proposed changes to the Five-Year IT budget plan. No motions were made.

37. ROAD FUNDS{4:00}

- Road Master Doug Robbins presented the Road Department budget. At {4:10} Robbins and Brand discussed the yearly decline to the Fed-Forest Fund which has led to pulling funds from the Road Reserves. Robbins and the Budget Committee discussed bridge funding, the Misc. Shop Revenue fund, and travel expenses.

The hearing was recessed at {4:30}. Brand reconvened the meeting at {4:49}

- At {4:49} Gold asked about the increase to the Non-Capital Furn/Equipment fund. Robbins stated the increases were due to a broken welder on one of the service trucks that would cost over \$7k to replace and for a couple of laptops replacing old equipment. At {4:53} Robbins, Kallstrom, and the Budget Committee discussed admin fees increasing in the Road funds. At {5:16} Robbins discussed the increase to the Heavy Equipment fund explaining the need to replace a year 2000 Frontend Loader and a 1998 Excavator. No motions were made.
- At {5:22} Robbins briefly discussed the Roadside Improvement Fund stating the fund is specifically for the Titus Road located in Brookings. He explained that the fund is for future improvements to the road. No motions were made.
- At {5:25} Robbins presented the Bike and Footpath Reserve Fund. No motions were made.
- At {5:29} Robbins presented the Towers Operations & Maintenance Fund and discussed the arising funding problem due to the County being responsible for all maintenance costs for the towers even though they are used by other agencies. Robbins described resolving the funding situation by first working with ODOT to come up with possible rates and secondly by working with County Counsel Huttl to change agreements with the different agencies to begin collecting fees for maintenance. No motions were made.

- At {5:50} Robbins presented the Vehicle Replacement Reserve Fund. He noted that Client Fees are calculated off mileage rates that are sent in every month by the different departments. There was a brief discussion concerning how the vehicles are bought, sold, or leased to own. No motions were made
- At {5:56} the Road Capital Improvement Reserve Fund was discussed. Counsel Huttli explained the constitutional and statutory restrictions on the use of Road Funds. There was discussion pertaining to Federal Law vs. State Laws on the matter of whether or not the Reserves could be used for non-road purposes. No motions were made.
- At {6:10} the General Fund Equipment Self-Insurance Fund was presented with little changes. The Budget Committee discussed how over the last eleven years repairs generally averaged \$9k per year and that the fund has a \$100k carry over each year. There was discussion concerning how much could be transferred into General Funding while still covering average repair costs.
Gold motioned to transfer \$60k out of the General Fund Equipment Self-Insurance Fund into the General Fund. King seconded. Motion carried unanimously.
- At {6:30} Kallstrom presented the Road Fund Equipment Self-Insurance Fund. She stated these are restricted funds and noted that all interest goes into the Capital Improvement Fund. Discussion took place concerning possible fund transfers and investment options. At {4:39} Counsel Huttli commented that on May 31st, 2017, the Treasurer will have a presentation by an investment firm concerning investment options.
At {6:42} King Motioned, subject to the \$60k transfer into General Funds, to approve the Road Funds as presented. Gold seconded. Motion carried unanimously.

Side Discussion: At {6:43} The Budget Committee, Counsel Huttli, and Kallstrom discussed the Budget items that still need to be presented.

Chair Brand recessed the meeting at {6:54}

Friday, May 19, 2017 – 10:00 A.M.

BUDGET COMMITTEE MEMBERS PRESENT: Thomas Brand, Sam Scaffo, Carl King, Thomas Huxley, Sue Gold, & Court Boice.

STAFF PRESENT: John Huttli, County Counsel; John Jezuit, Admin Assistant; & Louise Kallstrom, County Accountant.

38. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & PUBLIC COMMENT {0:0}

Huxley called for the pledge of allegiance. Following the pledge of allegiance, Huxley turned the meeting over to Committee Chair, Tom Brand. It was noted if the budget meeting continued to Monday the 22nd, Sam Scaffo wouldn't be able to attend because of an existing appointment.

39. COUNSEL/GIS/LANDFILL/SOLID WASTE/IT CONTINUED {0:06}

- Counsel Huttli presented the Counsel budget and noted the increase to Salaries does not reflect a raise increase. At {0:11} Huttli suggested possible cuts to the Counsel budget totaling \$2,543 by shaving \$400 from Training & Ed, \$443 from Travel-Meals & Lodging, \$500 from Other Materials & Services, \$700 from Copying & Printing, and \$500 from Dues-Membership.
At {0:17} King motioned to approve the Counsel budget as reduced. Boice seconded. Motion carried unanimously.
- At {0:18} Huttli presented the GIS Budget noting the Pro Svcs-Enterprise GIS Prgm Lane County Agreement might require less than the budgeted \$20k, but this amount still allows the opportunity to engage in projects for all the departments.
At {0:20} Gold moved to approve the GIS budget. King seconded. Motion carried unanimously.

- At {0:23} Huttli presented the Solid Waste Budget and explained the Agreement with Curry Transfer & Recycle.
At {0:26} Gold moved to approve the Solid Waste budget as written. Brand seconded. Motion carried unanimously.
- At {0:28} Huttli briefly discussed the Court Mediation Fund. Kallstrom explained the carryover
At {0:32} Gold motioned to approve the Court Mediation budget as presented. King seconded. Motion carried unanimously.
- At {0:32} Huttli presented the Port Orford Landfill Trust and discussed the Carryover taking place year to year. He stated the Carryover is to handle post closure matters.
At {0:37} Gold motioned to approve the Port Orford Landfill trust. King seconded. Motion carried unanimously.
- At {0:38} Huttli presented the County Lands Management Fund noting that the fund would be closed by transferring into the General Fund.
At {0:40} King moved to approve the County Lands Management Fund. Gold Seconded. Motion carried unanimously.
- At {0:40} Huttli presented the Cable Television Franchise Fund noting that the fund would be closed by transferring into the General Fund.
At {0:42} King moved to approve the budget as written. Gold seconded. Motion carried unanimously.
- At {0:43} Huttli presented the PEG Access Fund noting the recent upgrades to the Hearing Room and the Blue Room funded out of the Fund.
At {0:50} King moved to accept the PEG Access budget as presented. Gold seconded. Motion carried unanimously.

The hearing was recessed at {0:52}. Brand reconvened the meeting at {1:10}

40. FEDERAL CFDA GRANTS FUND {1:10}

Kallstrom explained the fund was created to hold Federally Restricted Grants. She noted that CFDA is a number that the Federal Government assigns to grants they give out and that the number identifies which Government entity the grant comes from.

- At {1:12} Kallstrom briefly introduced the one time VOCA Grant.
- At {1:14} Kallstrom presented the Mental Health Court Grant and noted the match Transfer-in from the General Fund. There was discussion between the Budget Committee and Counsel Huttli explaining the one year extension the State granted in order for the County to provide a report.
- At {1:18} Kallstrom discussed the Justice Reinvestment Grant stating the Grant needs to be reapplied for every two years.
- At {1:23} Kallstrom presented the Brookings Headstart Facility Grant. Counsel Huttli provided a brief history on the grant.
At {1:31} Gold motioned to accept the grants as written. King seconded. Motion passed unanimously.

41. STATE/LOCAL GRANTS FUND {1:32}

Kallstrom explained this fund was created to hold Restricted Funds that are not Federal and can include donations to the County that have specific purpose restrictions.

- Kallstrom presented the ORMAP - (Assessor) Pilot Grant.
- At {1:33} Kallstrom presented the Restroom ADA Facility Upgrade Grant.
- At {1:34} Kallstrom presented the AllCare Housing Needs Grant noting it's a pre-paid grant. There was discussion between Boice and King concerning the plans for the Grant money.
At {1:38} Gold motioned to accept the Grants as written. King seconded. Motion passed unanimously.

42. BRIDGE LIGHTING {1:39}

Kallstrom noted that for the 2016/17 budgeted fiscal year this grant is overspent. There was discussion between the Budget Committee and Kallstrom concerning the insufficient funding to maintain lighting the bridge and possible private funding.

At {1:42} King moved to approve the Bridge Lighting Fund. Boice Seconded. Motion passed unanimously.

43. UNEMPLOYMENT EXPENSE RESERVE FUND {1:43}

Kallstrom presented the budget and cautioned against transferring into the General Fund. She stated if the economy has a bad downturn as it has had in the past, the fund could be wiped out entirely. At {1:46} discussion took place between the Committee members concerning how much could be transferred into the General Fund for balancing purposes. At {1:57} the Committee calculated risks by looking at the year-to-date paid unemployment and forecasting for the rest of the year.

At {2:00} Boice motioned to approve the Unemployment Expense Reserve Fund with a transfer of \$127k from the fund into the Non Departmental General Fund. Motion carried unanimously.

44. P.E.R.S. EXPENSE RESERVE FUND {3:06}

Kallstrom presented the budget noting the fund grows only out of allocated interest. She noted previous transfers made for balancing purposes. At {3:11} the Budget Committee discussed the PERS increase that will take place in two years and the possible repercussions of depleting the PERS fund.

At {3:28} Gold motioned to approve the P.E.R.S. Expense Reserve Fund as presented. King seconded. Motion carried 4 to 2. Huxley and Scaffo were opposed.

45. COUNTY SCHOOLS FUND {3:30}

Kallstrom explained how the fund operates and discussed the audit that took place for the 2015/16 budget. She stated when funds exceed what is budgeted for and then transferred in full out to the school districts the budget goes over appropriation levels. Kallstrom stated this year's budget is set higher than what is expected to be received in order to avoid going over appropriation levels again.

At {3:33} Gold motioned to approve the County Schools Fund as written. King seconded. Motion carried unanimously.

46. TITLE III RESERVE FUND {3:39}

Kallstrom explained the strict spending regulations that were instituted in 2008 and detailed the projects this fund supports. The Budget Committee and Kallstrom discussed how fund money can only be spent during Search & Rescue performed on Federal lands.

At {3:52} Gold moved to accept the Title III Reserve Fund as is. King seconded. Motion carried unanimously.

47. BROOKINGS AIRPORT FUND {3:56}

- Kallstrom presented the Operations Dept. Fund reviewing revenue and costs. At {4:03} there was discussion between the Budget Committee, Counsel Huttel, and Kallstrom concerning the R&M-General/Grounds funding. It was noted that none of the funding has been used, that there are no plans as of yet to use the funding, and that some of the funding could be transferred into the General Fund.

At {4:12} Gold motioned to approve the Operations Fund with a transfer of \$8,347 from the fund into the Non Departmental General Fund and thus leaving \$2k on line 7, R&M-General/Grounds. Brand seconded. Motion carried unanimously.

- At {4:14} Kallstrom presented the Airport Grant and discussed the required 10% matching from the General Fund. She explained that for fiscal year 15/16 the 10% match should have been 67k,

but only 16k was transferred in from the General Fund. The Budget Committee discussed the matching issue.

At {4:23} Gold moved to accept the Airport Grant as is. King seconded. Motion carried unanimously.

The hearing was recessed at {4:25}. Brand reconvened the meeting at {4:45}

Side Discussion: At {4:48} the Budget Committee discussed Step Increases being included in the budgets. Captain Mike Espinoza stated they do anticipate an annual percentage step increase and that it is built into the Sheriff's budget.

48. BOC OFFICE {5:06}

Kallstrom briefly presented the BOC Office Budget and reported a reduction to personnel by budgeting for only one Administrative Assistant. At {5:08} discussion took place between the Budget Committee and Kallstrom concerning the previous motion to create a line item for a County Administrator in the BOC Office budget and the funding for the position out of the Commissioner's salaries. At {5:29} Boice stated, "Legally I am absolutely convinced that I could win at the regular salary in addition to what was recommended by the Compensation Board. That would be best for me personally, but this is a voluntary \$20k that I'm willing to do because I think that's what's best for the County."

At {5:31} King motioned that the salary account for the Board of Commissioners in the aggregate be \$66,469 (unstated, but \$66,469 derived from \$44,469 salary for Boice and \$10,000 each for Gold and Huxley) and that in the personal services account for the BOC Office budget include a line item of \$80k plus benefits for a County Administrator position. Brand seconded. Motion carried 5 to 1. Scaffo was opposed.

At {5:49} the Budget Committee discussed the possible costs in order to hire a County Administrator.

At {5:55} King motioned that the budget officer insert \$5k into the BOC Office budget for the search of a County Administrator. Gold seconded. Motion carried 5 to 1. Scaffo was opposed.

Side Discussion:

- *At {5:55} King motioned to remove the \$40k cost line from the Non Departmental Budget for the Structure Study of County Government. Boice seconded.*
At {5:57} Huxley discussed previous reports done for the County and explained how the new \$40k Study would be different. He stated that the Study would be performed by un-biased outsiders with the expertise and credentials to provide an evaluation without any preset objectives. At {6:11} the Budget Committee further discussed the \$40k Study.
At {6:19} the Budget Committee voted on King's motion to remove the \$40k cost line. Motion carried 5 to 1. Huxley was opposed.
- At {6:21} AOC and O&C membership fees were discussed. No motions were made.
- At {6:31} the Budget Committee briefly discussed travel expenses and possible furlough options. No motions were made.
- At {6:51} the decision to make the County Treasurer a part-time position was discussed and there was a consensus among the Budget Committee that further research needs to be conducted. No motions were made.

The hearing was recessed at {6:55}

Monday, May 22, 2017 – 9:00 A.M.

BUDGET COMMITTEE MEMBERS PRESENT: Thomas Brand, Sam Scaffo, Carl King, Thomas Huxley, Sue Gold, & Court Boice.

STAFF PRESENT: John Huttel, County Counsel; John Jezuit, Admin Assistant; & Louise Kallstrom, County Accountant.

49. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & PUBLIC COMMENT {0:0}

Huxley called for the pledge of allegiance. Following the pledge of allegiance, the floor was opened to receive public comments:

- At {0:02} Cam Lynn discussed the topic to cut Commissioner's salaries in order to create a salary budget for a County Administrator Position. Lynn asked the Budget Committee to anticipate the consequences that will likely arise and then craft a public policy accordingly.
- At {0:12} Nancy Sue Rose briefly discussed the motion to hire a County Administrator and how it is not a spur of the moment decision. Rose stated, "All three of the Commissioners seated today, during their campaign, said that they wanted a County Administrator." Rose also noted a 2012 Study that was in consensus of the position being instituted.
- At {0:13} David Barnes briefly discussed the commissioner's being elected as full-time employees.

50. REVISIONS/BALANCING THE BUDGET {0:16}

- Kallstrom noted that due to technical issues, she wasn't able to bring back a full revised budget.
- At {0:53} discussion took place concerning the Carry Forward and how much should be used to balance the budget.

At {1:10} King motioned to use \$225k from the General Fund plus \$94,096 of the Carry Forward as revenue to replace all Road Funds that are currently being used as revenues in this budget. Brand seconded.

At {1:26} King motioned to table his motion. Gold seconded. Motion carried unanimously.

- At {1:27} the Budget Committee discussed implementing furlough days to balance the budget.
At {1:27} Gold motioned to have 12 furlough days with the exception of the Sherriff's department. Huxley seconded.

At {1:40} there was a public comment made by Terry Brayer. He discussed his personal experience of having three consecutive years of furlough days while working for the California Department of Corrections.

At {1:54} Gold rescinds her motion. Huxley seconds to withdraw the motion.

The hearing was recessed at {1:56}. Brand reconvened the meeting at {2:15}

At {2:35} King motioned to move the motion off the table. Gold seconded. Motion carried unanimously.

At {2:37} King's motion carried 4 to 2. Boice and Scaffo were opposed.

- At {2:40} Kallstrom presented to the Budget Committee all the changes she had captured during the budget meetings and would be reflected in the revised budget proposal.

At {3:02} King motioned to adjourn the meeting until 9:00am on Thursday, May 25th. Scaffo seconded. Motion carried unanimously.

The hearing was recessed at {3:03}

Thursday, May 25, 2017 – 9:00 A.M.

BUDGET COMMITTEE MEMBERS PRESENT: Thomas Brand, Sam Scaffo, Carl King, Thomas Huxley, Sue Gold, & Court Boice.

STAFF PRESENT: John Huttl, County Counsel; John Jezuit, Admin Assistant; & Louise Kallstrom, County Accountant.

51. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & PUBLIC COMMENT {0:0}

Huxley called for the pledge of allegiance. Following the pledge of allegiance, Huxley turned the meeting over to Committee Chair, Tom Brand. Brand opened the floor to allow Boice to read a letter concerning Clarification on County Assigned Vehicles.

Side Discussion: At {0:08} Kallstrom noted a change to the County Assessors CAFFA Grant application.
At {0:11} Gold motioned to approve 10% of Assessor’s salary to tax collection. King seconded. Motion carried unanimously.

52. REVISIONS {0:12}

Kallstrom presented the revised budget proposal.

The hearing was recessed at {0:59}. Brand reconvened the meeting at {1:13}

After the break, Kallstrom continued to report the revisions made to the budget proposal. At {1:56} Counsel Huttl summarized Kallstrom’s presentation stating that all the facts, figures and revisions presented reflect the Budget Committee’s motion not to use road funds to balance the budget. He also noted that the revisions reflect the directions given to Kallstrom by the Budget Committee during the course of the last six budget committee hearings. No motions were made.

53. PUBLIC COMMENTS {1:57}

- Nancy Sue Rose’s asked for clarification concerning transfers from the Road Reserve Fund. Kallstrom explained the difference between the Road Department Fund and the Road Reserve Fund. Kallstrom clarified that there’s no money being taken out of the Capital Reserve Fund for the General Fund in this budget.
- At {1:59} Terry Brayer stated that this budget hearing has been the most transparent and in depth line-by-line issues that he can re-call. Brayer commended everyone for their involvement and stated, “I think the citizens should be pleased with the way this has been conducted.”
- At {2:00} John Huttl commended the Budget Committee Members and Budget Officer Louise Kallstrom. Huttl stated, “I think you listened to the staff, you listened to the citizens, and you listened to each other.” He also noted the personal sacrifices that were made.

54. APPROVAL OF THE BUDGET {2:01}

There was discussion between the Budget Committee, Kallstrom and Counsel Huttl concerning the Travel cuts made to the Commissioners budget. At {2:16} the Budget Committee discussed possible changes in regard to the County Administrator’s Hiring and Salary budgets. No motions were made.

The hearing was recessed at {2:34}. Brand reconvened the meeting at {2:47}

At {2:48} Gold motioned to approve the 2017/18 budget for Curry County in the amount of \$7,868,499 for the General Fund and \$49,309,138 for all Other Funds and to approve the Property Tax Rate of 0.5996 per \$1k of assessed valuation. King seconded. Motion carried 4 to 2. Boice and Scaffo were opposed.

The hearing was adjourned at {3:09}.

Dated this _____ day of _____, 2018.

Curry County Budget Committee of 2017

Sue Gold, Commissioner

Thomas Huxley, Commissioner

Court Boice, Commissioner

Thomas Brand, Chair

Sam Scaffo

Carl King, Vice Chair