



Board of Commissioners' Work Session Meeting
September 18, 2019 ~ 10:00am ~ Room 214

9/18/2019 - Minutes

1. Call To Order & Those Present

Commissioner Boyd, Commissioner Morris, Commissioner DeGroot; Haley Huffman / Admin Staff; Sue Murphy / Finance; Merritt Driscoll, Kelsey Mueller / Blue Zones; Brian Prawitz / BP Media Solutions; Randy Cox, Julie Matthews / KCEDA; Randy Shaw; Tracy Tracy / OSU Extension.

2. Approve Minutes From Last Meeting

Approved.

3. Merritt Driscoll - Blue Zones Update

Merritt Driscoll addresses the Board. Blue Zones current projects are: a new playground at Moore Park, a 10-Minute Walk Campaign, Safe Routes to Schools Program, Parklets/Pedlet Project, Separated Bike Lanes. Tobacco policy updates included: quarterly tobacco litter clean-up, smoke free events, wellness zones. Food Policy updates included: Food for Thought community education, farmers market cooking demonstrations, food systems, farm to school grants.

4. BP Media Solutions

Brian Prawitz addresses the Board. There are two tracks he plans to work on, engaging more citizens in using CivicReady and general information and outreach. Commissioner Boyd said he feels we're a step ahead of ourselves. He thinks IT and Finance need to be involved and we should setup a separate meeting. Commissioner Morris said we may be able to go through what we want to tackle first, often times the Board sets the big vision, we meet with Finance to see what the budget will be then we task staff. Commissioner DeGroot said that's inline with what he was thinking. Commissioner Boyd said, we need to figure out how much money we can afford to spend on this. Commissioner Morris said, the budget will dictate what we can do. Commissioner DeGroot said, so maybe add this to our next Finance meeting. Mr. Prawitz said he tried to lay that out costs of specific tasks in the proposal. He said he'd like to get priorities from the Board on communicating with the public. Commissioner DeGroot said, we have a couple different tools that we need to use better, CivicReady and OpenGov. How do we direct traffic there to better utilize those tools? Mr. Prawitz said they can be a PIO if needed, they can also offer training to department heads on best practices. Commissioner Morris said their next Finance meeting is next Tuesday and they will have time to address this then. Mr. Prawitz said the most important question is how much resources does the Board want to commit to CivicReady.

5. KCEDA - Housing

Randy Shaw addresses the Board to provide information and a proposal for a partnership

to address the housing needs in our community. The proposal includes building 40 single family and mixed use homes with a County contribution of 6.25 million dollars.

Commissioner Morris asks if the LLC will have employees. Mr. Cox said it will have a project manager. Commissioner Boyd said the way this is written, it looks like we're trying to solve the problem for Kingsley only. He said he doesn't like the title of the document. Mr. Cox said, Kingsley was one of the ten employers they met with. Commissioner Boyd said, for the County to come up with 6.2 million unencumbered is impossible, we'd need to figure out how we can borrow the money from ourselves. Commissioner DeGroot said, 40 single family homes? Mr. Cox said its a combination of both single family and mixed use. Mr. Shaw said, we need to do some work to figure out the specific needs. Commissioner DeGroot said, is the idea to use the 400+ shovel ready sites? Mr. Shaw said, shovel read sites is where we start. Commissioner DeGroot asks what is the private equity investment? Mr. Cox said, 2 million. Commissioner Morris asks, is there some opportunity to get the State as a public partner? Mr. Cox said they are working on it. He said most of the money is geared toward low income housing and this is outside of that realm. Commissioner DeGroot asks, what is the need for capital over time? Mr. Cox said part of it is whether or not we do shovel ready sites. He said, if we get a check for it all we would invest. Commissioner Boyd said, he has a problem using County dollars and leveraging it with a private equity company. Mr. Cox said, then we wouldn't focus on that. Mr. Cox asks if the County could kick it off with an MOU they could show to private investors. Commissioner DeGroot said he likes where this is going and he would be supportive of it. He would like to see more of the administration of the program, how do we administer the loan and track it. Commissioner Morris said, we could point to the way we're doing the loan with the school district. Commissioner DeGroot and Commissioner Boyd said this is more complex. Commissioner DeGroot suggested doing an RFP to banks and brokerages that would be willing to oversee the lending aspect. Commissioner Boyd asks what is the average unit? Mr. Cox said, 1300 square feet at \$155 a square foot. Commissioner Morris said she appreciates the emphasis of lets not just have a plan lets do something about it. She said she'd like the County to participate. Commissioner DeGroot said his concern is making sure there's accountability with the loan and that we have the builders to build it. Mr. Cox said, we need to create it, if we don't have them we'll get them. Commissioner Morris said the Board has been working on a proposal to incentivize contractors. Commissioner Boyd said, he likes the idea but he is concerned with the mechanics, the County would get paid back, the County would own the properties until they get paid back. Mr. Cox said they'd like to be able to go out to the private sector and say the County Commissioners are considering this. The Board agreed.

6. Tracy Tracy - OSU Extension

Commissioner DeGroot said there is some confusion around helping Extension through County processes. He said there are noxious weeds out there that need to be taken care of. He said, Ms. Tracy just needs the blessing from the Board. Commissioner Boyd said, so the reason she needs the blessing from the Board is because there is no point of contact for the County. Sue Murphy said, to take a step back, does she need a point of contact or can she go to the County departments directly? She said, there was a previous arrangement between my predecessor and her predecessor where they worked together to get these things done. Commissioner Morris said, that really never made alot of sense to me because those issues never had alot to do with Finance. She said, it makes most sense to her that the point of contact should be the liaison commissioner. Commissioner DeGroot said, the problem is she doesn't have a way to put an RFP out. Commissioner Morris said then it would be up to the liaison commissioner to say she needs to work with Leslie. Ms. Murphy said, most of the needs are contractual and require signatures.

Commissioner DeGroot asks, so all of these things on the list I would say talk to Mika and then Mika would be the point of contact? Commissioner Morris said, it makes more sense to be the liaison commissioner. Commissioner Boyd said, our history is that we rotate liaison duties every year and that would mean every year Tracy would have to figure out who she can talk to. He said he thinks that puts a hardship on Tracy. Commissioner DeGroot said Extension needs to have a point of contact within the County that they can call for help, not an authoritative position, just a point of contact. Commissioner Boyd said he feels this is a bigger conversation when they start building the building. Ms. Murphy said she and Ms. Tracy discussed Ms. Tracy being an employee to give her access to County systems. Ms. Tracy said, there are other counties that have a county employee in their Extension office. Ms. Tracy said, what if the service district funded a portion of a current County FTE and made that person the point of contact? Commissioner DeGroot said, his management proposal addresses this because it would fall under the Support Services Director. He said, we could designate someone to get through this while we work through that process and then we can update the IGA to reflect that. Commissioner Boyd checked with Contracts and the RFP is ready but needs someone to present it to the Board. Commissioner DeGroot will present it. He asks, what about the vehicle use agreement? Ms. Murphy said the vehicle use agreement needs to say no personal use allowed. Commissioner Morris said she is happy to ask Counsel to help with that. Commissioner DeGroot asks BOCC staff to work with Ms. Tracy on surplus of the vehicle. Ms. Tracy will contact Todd Pfeiffer to get the weeds taken care of. Commissioner Morris said, she likes the idea of working toward the Extension District funding a part time person and in the meantime it should be the liaison commissioner. Commissioner DeGroot said, he thinks it's fine for a temporary solution. Commissioner Boyd asks when are we going to have a point person identified? Commissioner Morris said she feels like it's up to Extension to see if they want to hire a part time person. Ms. Tracy said there are union negotiations going on right now and she couldn't foresee an amount until those are resolved. Ms. Tracy said she was thinking of paying for a portion of a current employee. Commissioner Boyd said, he'd like to put it on an agenda for 6 weeks from now, October 30th.

7. Other County Business

Commissioner Boyd asks Ms. Murphy if she looked into the KCEDA contract. She said she asked Mr. Cox but she doesn't have a current copy yet.

8. Adjournment

11:36am

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Klamath County Commissioners' Weekly Calendar is subject to change without notice.

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