



Board of Commissioners Finance Meeting Agenda  
March 30, 2021 ~ 10:00am ~ Room 214

- 1. Call To Order & Those Present**
- 2. Approve Minutes From Last Meeting**
- 3. Budget Committee Meeting**
  - Elect officers
  - Discuss operations of committee
  - Budget Software
  - General fund assumptions

Documents:



[BUDGET COMMITTEE AGENDA.PDF](#)  
[GENERAL FUND ASSUMPTIONS.PDF](#)

- 4. SCOEDD 2021 Klamath County Request**
  - \$30,000 Economic Development funding request

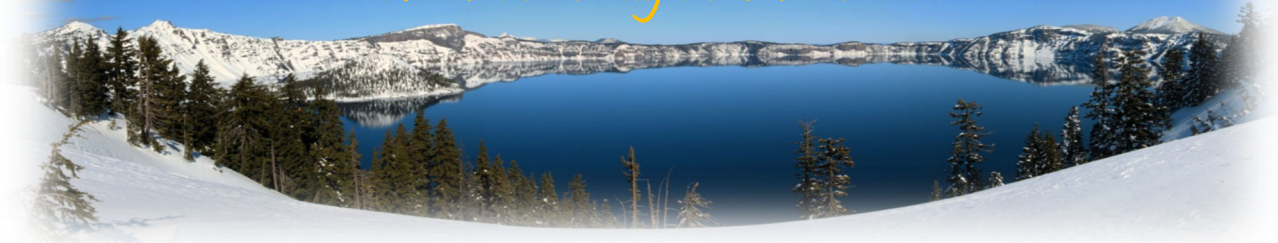
Documents:

[SCOEDD 2021 KLAMATH COUNTY REQUEST.PDF](#)

- 5. Other County Business**
- 6. Adjournment**

access, should telephone this office at 541-883-5100  (voice/TDD) or the ADA Coordinator at 541-883-4296  at least 48 hours in advance of the scheduled meeting. Klamath County Commissioners' Weekly Calendar is subject to change without notice. 305 Main Street 2nd Floor, Klamath Falls, OR 97601  
E-mail: [bocc@klamathcounty.org](mailto:bocc@klamathcounty.org) Website: [www.klamathcounty.org](http://www.klamathcounty.org)

# Klamath County Commissioners



Meeting: Budget Committee Room: 214

Date: 03 / 30 / 2021 Time: 10:00 am

Committee Members: Commissioner #1  Commissioner #2  Commissioner #3   
Ernie Palmer  Danise Brakeman  Brienne Humphrey  Courtney Neubauer

- I. Call Meeting to Order
- II. Agenda
  - 1. Appointment of Officers
    - a. Election of Chair / Vice Chair / Secretary
  - 2. Discuss Operations of Committee
    - a. Recess vs. adjourn
    - b. District budget hearings/approval
  - 3. Demonstration of Budget Software
    - a. Open Gov
    - b. Clear Gov
  - 4. \_\_\_\_\_
    - a.
  - 5. \_\_\_\_\_
    - a.
- III. Adjourn

KLAMATH COUNTY COMMISSIONERS E-MAIL ADDRESS "BOCC@CO.KLAMATH.OR.US". KLAMATH COUNTY WEB SITE: [WWW.KLAMATHCOUNTY.ORG](http://WWW.KLAMATHCOUNTY.ORG) INVITATIONS TO BID AND REQUESTS FOR PROPOSALS FOR ALL COUNTY PROJECTS AND SERVICES CURRENTLY OPEN, ARE NOW AVAILABLE ONLINE AT [WWW.KLAMATHCOUNTY.ORG](http://WWW.KLAMATHCOUNTY.ORG) CLICK ON DEPARTMENTS, ADMINISTRATIVE SERVICES AND CONTRACTS/GRANTS. NOTE: ALL ITEMS COVERED UNDER ORS 294.250 ARE POSTED AT THE COMMISSIONERS' OFFICE AND THE LIBRARIES; COPIES OF PROCEEDINGS ARE AVAILABLE FROM THE COMMISSIONERS' OFFICE. THE MEETING FACILITY IS HANDICAPPED ACCESSIBLE. PERSONS NEEDING MATERIALS IN ALTERNATE FORMAT OR COMMUNICATION ACCESS, SUCH AS A SIGN INTERPRETER, MAY TELEPHONE THIS OFFICE AT (541) 883-5100 (VOICE/TDD) OR THE ADA COORDINATOR AT (541) 883-4296 (VOICE/TDD) AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING.



## KLAMATH COUNTY FINANCE DEPARTMENT

**To:** Elected Officials/Department Heads/Budget Committee  
**From:** Vickie Noel, Budget Officer  
**Date:** March 30, 2021  
**Re:** Assumptions for the 2021-22 Budget

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The following memorandum contains a summary regarding the assumptions on which the fiscal year 2021-22 will be prepared:

### **Budget Committee Presentation Process**

1. Public Comment Process
  - a. Public comment taken on that day's discussion topics as ending agenda item of the day.
  - b. Public may make one comment on each department (even if department ultimately presents on multiple days).
2. Department Presentations
  - a. Departments may present to the Budget Committee or elect to have Budget Officer present or any combination thereof.
  - b. OpenGov Budget builder software will be used by the budget committee to view department budgets during presentations. The budget book is available to the public on the County's website or in paper format at the County Clerk's Office.
3. Community Organizations
  - a. Community Organizations will NOT make direct requests for funding to the Budget Committee. These organizations will make their requests to the Board in work session and if the Board chooses to enter into a contractual relationship with the entity, an amendment to the budget will be made.

### **Road Funds for Sheriff Patrol**

The Road Fund transfer to the Sheriff – Patrol Division will be proposed at \$2,192,897. The Board of County Commissioners desire Budget Committee input before approval of this amount. The prior year proposed transfer was \$0.

### **General Fund Departments**

General Fund departments and departments that receive transfers from the General Fund will build their budgets around the following numbers as support from the General Fund Non-Departmental transfer line.

The following table indicates funding level and change from 2021 amended budget as of March 2021 and comment on change:

Department	Amount of Support	Comparison
1010 Treasurer	\$149,770	No Change
1020 Assessor	\$1,113,936	Increase \$104,837
1030 Tax Collector	\$269,190	Increase \$25,977
1040 Clerk	\$184,852	Decrease \$73,820
1050 Commissioners	\$427,479	Increase \$10,583
1060 Surveyor	\$30,893	Increase \$14,039
2010 District Attorney	\$1,606,805	Increase \$125,242
2030 Sheriff	\$10,995,458	Increase \$791,827
2050 Juvenile	\$1,661,613	Increase \$263,984
2090 State Courts	\$398,751	Increase \$12,831
4010 Public Health	\$210,070	Increase \$15,070
6050 Code Enforcement	\$14,846	Increase \$14,846
7020 Watermaster	\$100,581	Increase \$7,846

Subsequent changes: (1) Assessor budget increased \$104,837 for an increase in personnel related costs; (2) Tax Collector budget increased \$25,977 for an increase in personnel related costs; (3) Clerk budget decreased by \$73,820 due to the increase in real property recordings which lowers the requirement from the General Fund; (4) Commissioner budget increased \$10,583 for increased personnel related costs; (4) Surveyor subsidy increased \$14,039 due to contract services – internal increases for help with digitization of maps; (5) District Attorney budget increased by \$125,242 for an increase in personnel related costs; (6) Sheriff budget funding from the General fund decreased by \$1,401,070 due to the transfer from the Road Fund of \$2,192,897 with an overall increase of \$791,827. This increase is mostly due to personnel related costs, however, some of the equipment reserve transfers have been reinstated in 2022; (7) Juvenile budgeted revenues from the General Fund increased \$263,984 due to an increase in personnel related costs; (8) State Courts budget increased \$12,831 for increase in Facility Service charges, risk management fees and insurance liability; (9) Public Health subsidy from the General Fund increased \$15,070 related to an increase in personnel related costs; (10) Code Enforcement requires a General Fund subsidy for the first time of \$14,846 due to increased staffing using reserves from years past and current levels are not sustainable with current revenues; (11) Water master budget increased \$7,846 for an increase in personnel related costs.

Requested budgets were originally presented to the Board of County Commissioners during the week of March 1<sup>st</sup>. Many budgets were brought to the Board unbalanced. The Board instructed Department Heads to cut expenses and balance budgets with the amount of funding that was available in the General Fund. By the end of the following week, the budgets were still out of balance by the amount that has been proposed to be transferred out of the Road Fund. The ability to compare the Requested budget to the Proposed budget is available on the County website, Finance, Budget Committee, link 2021-2022 Budget Committee Hearings.



**SOUTH CENTRAL OREGON  
ECONOMIC DEVELOPMENT DISTRICT**

PO Box 1529 • 803 Main Street, Suite 202 • Klamath Falls, Oregon 97601  
Phone (541) 884-5593 • Fax (541) 884-6738

**SCOEDD Klamath County 2020 to 2021 Budget Funding Request Narrative**

March 8, 2021

Presented to: The Klamath County Board of Commissioners

From: Betty Riley, Executive Director

Thank you for your consideration of our **\$30,000** budget request as Klamath County's local match contribution to our federal Economic Development dollars for 2021 to 2022.

South Central Oregon Economic Development District (SCOEDD) was established in 1999 under the authority of ORS 190 by Klamath and Lake Counties to provide economic development assistance to all of the communities in the two counties. We are a U.S. Department of Commerce; Economic Development Administration (EDA) recognized and funded, "Economic Development District". With our "Planning Grant Funds" we assist our counties and local communities in applying for and administering state and federal grant programs including: Community Development Block Grant, Economic Development Administration, USDA Rural Development grants, and Department of Energy grant programs. See attached Annual update which outlines accomplishments in the region over the past two years.

During the current Fiscal Year (July 1 to June 30, 2021) SCOEDD staff has partnered with Klamath and Business Oregon to deployed a 516 grants totaling \$2,697,504 in Klamath County alone. These funds help support 1,091 jobs and kept many businesses from having to permanently close their doors.

Through our Quick Response loan program, we assisted the following Klamath County businesses with loans of \$10,000 to help weather the COVID shutdowns:

- Trajan Corp dba Crater Lake Resort
- Adora Salon and Spa
- Keepers Corner

Additionally, a **\$122,000** term loan was recently approved to Longhorn Saloon and Restaurant in Bonanza to restructure a private mortgage on the Longhorn Saloon building and land. That mortgage has been called as the mortgagor passed away and the heirs want to cash out the loan.

**Loans/applications pending**

We are currently working with Klamath Valley Botanicals LLC on financing to implement a new technology that will not only allow for algae/lake water ratios to increase almost tenfold (reducing spray drying costs by 70-80%) the equipment will simultaneously remove cross contaminants to 0%, which will allow KVB to obtain certification, "Cyanotoxin Free."

Since April of 2020 we have awarded \$245,000 in Klamath County/DEQ funding to 50 Klamath County residents to remove uncertified woodstoves and replace them with non-wood burning appliances.

Through an MOU with the Umpqua CDC and the Oregon State IDA program, SCOEDD participates in the DreamSavers Individual Development Account Program. The program provides opportunities to individuals and families with low income to increase financial stability through asset building by providing matched savings accounts for qualified participants. SCOEDD is currently working with **31** active participants in the program. During the last year we have added **12** new clients. Our current client list includes **16** Home Repair Savers; **3** Small Business Savers; **7** clients saving for Education (mostly OIT students); **5** Saving for vehicle purchases.

During the 2021-2022 Fiscal year SCOEDD staff will help support Klamath County Economic Development efforts by:

- Supporting existing business and expanding business formation in the region by focusing on entrepreneurship based development strategies and flexible financing programs. SCOEDD currently manages more than \$3 million in Revolving Loan Fund programs and provides access to funding to startups, expansions and ongoing business needs.
- Providing more opportunities for local and visitors to experience locally grown and produced foods through implementation of a Local Foods Branding strategy funded by USDA Rural Development. We are working with KFOM on expansion of their network.
- Continuing to support Catalyze Klamath and Badger Venture student I & E competitions as judge and pitch coach.
- Working with Klamath IDEA to increase access to business support services such as Intellectual Property (IP) attorneys and marketing specialists
- Analyzing opportunities for providing flexible, incubation type space for business start-ups such as shared use commercial kitchens.
- Seeking investments in ecological restoration including water quality improvement specifically focused on reduce the amount of phosphorus in Klamath Lake.
- Ongoing case management of the IDA DreamSavers program.
- Implementing a woodstove change out program as program manager of the Klamath County/DEQ funding – newest program has funding for additional 140 woodstoves.
- Partnering with Energy Trust of Oregon on providing weatherization and energy efficiency funding to low income individuals.
- Providing staffing to the CDBG funded Housing Rehabilitation program which has funding for up to 25 low income home owners in Klamath County.
- Researching funding resources, developing funding strategies, and providing grant assistance for economic development projects, infrastructure needs and essential community services.

We value the County's past support to our organization and look forward to continuing the partnership which allows SCOEDD to be proactive in assisting business and promoting economic development throughout the region.