



Board of Commissioners' ***** Meeting
Date ~ Time ~ Room

3/30/2021 - Minutes

1. Call To Order & Those Present

Called to order at 10:01am by Commissioner Kelley Minty Morris

Present: Commissioner Kelley Minty Morris, Commissioner Derrick DeGroot, Commissioner Donnie Boyd, Vickie Noel, Michelle Carpenter, Ernie Palmer, Danise Brakeman.

2. Approve Minutes From Last Meeting

Minutes from February 23, 2021 Approved.

3. Budget Committee Meeting

Appointment of Officers: Danise Brakeman, Budget Committee Chair. Ernie Palmer, Budget Committee Vice-Chair. Commissioner Kelley Minty Morris, Secretary.

Vickie reminds the chair and vice-chair that they must open the hearing each day and recess at the end of the day. Do not close the hearing until last day.

When the Klamath County Extension Service District, Klamath County Library Service District, and the Klamath County Drainage Service District present their budget, these must be opened as a separate hearing, after recessing the main hearing. The district hearings will need to be recessed if the Budget Committee is not ready to approve. Once approval of the budget is done, then the district hearings can be closed and the main hearing will then be re-opened. While within the district hearing, open the hearing for public comment as scheduled on district hearing agenda.

A question was asked about one of the numbers on the budget, but Vickie responded that the budgets can not be discussed at this time, only procedures for the Budget Hearings can be discussed.

Vickie said that lunches are provided each day during the Budget Hearings, usually Monday through Wednesday, and that any dietary needs should be communicated to her.

Review of OpenGov web-based software:

- OpenGov will be showing on a TV screen.
- On the laptops, you can use the ctrl and the wheel to zoom in and out.
- Most departments will have a list of things that is affecting their FY 2022 budget.

- Clicking on a department will open a summary page for that department. At the top is also an Expense and Revenue tab. Clicking on the tabs will show a summary of the proposed budget. Clicking on the expense or revenue line that shows the summary opens up the line item detail page.
- If you click on the sideways carets in the headers at the top of the page you can expand and contract for easier viewing. Vickie recommends contracting the '2022 approved adjustments' caret to hide the base and adjustment input fields for easier viewing.
- The column to the far left before the 'account name' column may sometimes have a sideways caret showing in it. If it does you can click on this to get a list of itemizations for that line. Not all departments will submit itemizations with their budgets, so feel free to ask questions about what makes up that line's budget amount.

Review of ClearGov web-based software:

- Vickie reviewed the information that each tab along the top of the page supplies.
- Navigation is simple and graphs are somewhat interactive. ClearGov is designed for the public to review a digital version of the Budget Book.
- BoCC reviewed and approved the Priorities page.
- Each department has their own page under the Departments tab.

In closing, Vickie stated that the Budget Committee should be there at least 15 minutes early on the first day to make sure that there are no technical issues with their laptops. Some departments will be using Zoom to present their budgets, either from the conference room next door, or from another location. Several have already signed up for this option.

Budget Committee have a paper copy of the General Fund Budget Assumptions to review.

4. **CAFFA Grant**

Vickie has the CAFFA Grant Application completed and did a quick review of it. She moved on to discuss revenue projections from the FY 2020-2021 CAFFA Grant. Earlier in the year, the state sent an email that stated they had overpaid the FY 2019-2020 CAFFA grant cycle by over 2.4 million. Klamath County's share of that is \$52,911. As a result, the state plans to short all counties during the 3rd and 4th quarter of the FY 2020-2021 revenue payment cycle. This will leave the Assessor short by \$46,285 and GIS short by \$29,191. Commissioner DeGroot said that we will need to watch this closely for the remaining year and do budget resolutions for FY 2020-2021 if it becomes necessary.

5. **SCOEDD 2021 Klamath County Request**

South Central Oregon Economic Development District (SCOEDD) has sent a memo detailing their budget funding request for the FY 2021-2022 year. They are requesting \$30,000 more this year, which is an increase from \$25,000 last year. Commissioner Morris asked if the \$25,000 has already been budgeted and Vickie said yes. Commissioner DeGroot commented on SCOEDD's needs, which are 'way up' from the previous year. He also shared that he had been in talks with Lake County to collaborate on Economic Development needs for both counties.

Commissioner Morris stated that she didn't see a need to increase the amount from the previous year and Commissioner DeGroot agreed. Commissioner Morris asked if this

was something the Budget Committee does? Vickie said that the Budget Committee no longer does in-person requests of this nature. Funding requests must be in writing and can then be presented at the Budget Hearing during the Economic Development presentation to see if they will approve an increase in that fund's budget.

The general consensus is to approve \$25,000 unless the additional \$5,000 is approved during the Budget Hearing.

6. Assoc Of O&C Counties Dues

Association of O & C Counties (AOCC) has mailed annual dues bill in the amount of \$13,324.38. Commissioner DeGroot moved to approve the expense. Commissioner Boyd asked why this amount was the same as last year? Commissioner DeGroot stated that the AOCC budgets for 2 years at a time and this amount was representative of 1/2 of what the dues are.

Motioned, seconded, and approved for payment from the General Fund Non-Departmental.

7. Other County Business

1. Commissioner DeGroot stated that the annual clean-up day where they allow people to dump yard debris at the dump free was approaching and that it usually happens in May, but he's recommending putting it off until June. Commissioner Boyd asked why? Commissioner DeGroot said, that with Covid Vaccinations occurring that people needed up to 2 weeks for any potential side-effects to fade, so this would allow them to do that and have time to clean up their yards and bring to dump.
2. Vickie stated that the spring tourism grant cycle is set to close tomorrow (March 31, 2021). She wanted to clarify with the BoCC that they were on-board with spending up to \$100,000 if needed for the remaining FY 2021. Commissioner Boyd does not want to advertise that there is 100k left to spend and Commissioner DeGroot recommends that if someone came to the committee with an extra large amount that would be a very nice thing for the community that it can be presented to the BoCC for approval.

8. Adjournment

Meeting adjourned at 10:47am

Audio recordings of all proceedings are available at the County Commissioners' office. The meeting facility is handicap accessible. Persons needing materials in alternate format or communication 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.
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