



Budget Committee Hearing
April 12, 2021 ~ 9:00 am ~ Room 219

4/12/2021 - Minutes

1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To www.klamathcounty.org

2. To Join The Meeting Remotely Click The Link Below Or Calling: 833 548 0276 (Meeting ID 910 9633 7410), Passcode 896820)

3. Call To Order & Those Present

Commissioner Morris, Commissioner DeGroot, Commissioner Boyd, Ernest Palmer, Danise Brakeman, Brienne Humphrey, Sandy Cox - Haley Huffman/Admin Staff, Dale Geigle/Multimedia, Vickie Noel, Michelle Carpenter/Finance, Amanda Van Riper/Human Resources, Marc Henderson/County Counsel, Leslie Barlow-Hunter/Risk Management, Jessica Chastain/Information Technology, Nathalie Johnston/Library, Aaron Hartman, Alicia Robinson/Community Corrections, Glen Gregory, Molly Fitzgerald/Maintenance, Kathy Pierce/Veterans, Jennifer Little, Jessica Dale/Public Health, Derrick Rowley, Dawn McLing/Fairgrounds, Myles Maxey/Developmental Disabilities, Todd Kepple/Museum, Erik Nobel/Planning, Allan Brown/Building, Sarah Hill/On-Site, Tom Crist/Solid Waste-Parks, Stephanie Brown/CDD Manager, Rick Vaughn/Code Enforcement

4. 9:00 Opening And General Discussion

Commissioner Morris opens hearing, introductions, turns meeting over to Chair Brakeman

5. Approval Of Budget Committee Meeting Dates

Commissioner Morris motions to approve schedule as presented, Humphrey seconds. Unanimous vote Approved

6. 9:10 Received Budget Message

Vickie Noel presents Budget Message. Danise Brakeman questions why unrepresented and 737 employees are budgeted for 4% COLA and others at 2-2.5% COLA? Noel explains. Commissioner Morris elaborates further. Brakeman questions the ARA Funds, have we already received the funds? Noel indicates it is anticipated to received the funds in May explains breakdown of funds used in this FY and future FY. Brakeman questions using funds to subsidize particular Departments (Surveyor, Code Enforcement, Public Health) and are those funds already calculated in the transfer? Noel responds with details.

7. 9:20 Elected Official Compensation Board

Amanda Van Riper presents Elected Official Compensation Committee recommendation

of 3% COLA for all elected officials, presents proposed salary schedule. Commissioner Boyd questions if Commissioner's budget is balance and if so where did that money come from? Noel states General Fund Non-Departmental, proposes Commissioners stay at same salary. Commissioner Boyd questions if DA received a salary increase from the State, does not see the need for the County to give the DA a raise. Palmer would like to hold off on making the decision about Elected Officials till the end of Hearings to see how things shake out. Palmer additionally states that the standard COLA in Klamath County is approximately 1.5%. Brakeman questions source? Palmer responds "Google" not sure the specific source. Noel asks Van Riper to elaborate on how the Committee comes to their decision. Van Riper responds with details. Brakeman questions Tillamook and Union County's information not available this year as well as last year? Van Riper not sure can look into. Commissioner Morris does not believe Union County is a good comparable anyway. Commissioner Morris questions if Commissioner Boyd's preference for keeping the Commissioner's salary the same is just Commissioners or ALL elected Officials? Commissioner Boyd indicates just Commissioners, wants the Commissioners to set an example. Vickie Noel further elaborates on the transfer of all Elected Official funds and breakdown of COLA dollars. Noel/DeGroot further elaborate that no COLAS were budgeted in last years Budget and why. Brakeman agrees that Elected Officials should take a "hit" before the citizens do, but understands the need for COLA's with how everything has gone up. Brakeman asks if everyone is good with waiting till the end of hearings to make this decision, no objections.

8. 9:35 Internal Services Non-Departmental / Equipment Reserve

Vickie Noel elaborates on details of fund. Brakeman questions the increase of FTE rather than hiring another PT and adding the benefits that go along with that. Noel/Morris responds that hiring multiple PT's is not efficient due to turn over/training. Commissioner Boyd further elaborates that training over and over is not beneficial.

9. 9:45 Human Resources

Amanda Van Riper address Committee with struggles/successes in department, and requested budget for next FY. Overall budget has decreased by 7.44% gives details of specific line items. Brakeman questions why departments are being asked to go digital? Commissioner Boyd/Morris explain for transparency to public, and as well as with COVID found we needed to provide services electronically. Brakeman questions overall cost? DeGroot responds that each department has it budgeted, but believe we can subsidize with ARA funds.

10. 9:55 General Administration

Vickie Noel addresses the Committee with details of requested budget. Commissioner Boyd elaborates that staff helps other departments saving them staff dollars and administering two CDBG grants, they are well worth the money.

11. 10:05 County Counsel/Risk Management/Title III

Marcus Henderson/Leslie Barlow-Hunter address the Committee with details of County Counsel, Risk management and Title III requested budget. Brakeman asks if Risk has budgeted for 1/2 of Jail Nurse position? Barlow-Hunter responds yes and gives details. DeGroot explains Title III and Title II dollars have not received new Title III funding since 2013. Palmer asks for elaboration of Title III funds? DeGroot explains.

12. 10:45 Information Technology

Jessica Chastain addresses the Committee with details of requested budget. Noel comments that she significantly cut the materials and services line item to balance the budget, however believes her department needs additional transfer to make things work. Brakeman asks if IT provides services for Court? Chastain responds not Circuit Court, elaborates of departments they do provide services for with same staff for a number of years. Brakeman questions wages of staff, are they comparable? Chastain responds. Brakeman questions if Commissioners have done a salary study with staff. Commissioner DeGroot indicates that alot of that work has been done over the last year, but not complete yet. Noel suggests an additional 40k transfer.

13. 11:00 External Services / Library - Public Hearing Library Service District Budget

Vickie Noel addresses the Committee details on external services Budget. Brakeman questions rental income? Noel responds that is not in this particular budget. Palmer elaborates that he thinks the increase in minimum wage is justified.

14. 11:05 Received Budget Message - Library / Library Reserve

10:56 am Brakeman opens Library Service District Hearing. Vickie Noel presents budget message. Nathalie Johnston thanks all her staff for their efforts this last year, was a difficult year, but they maintained services during the pandemic. Johnston addresses the Committee with details of requested budget, details successes of department, proposed new programs and proposed projects/spending of reserves. Brakeman clarifies the salary increases were all due to Union Negotiations and/or Minimum Wage increases? Johnston responds yes. Brakeman questions rental income? Johnston responds/elaborates. Brakeman appreciates the work and service that the Library has provided to the community during the pandemic, well run district. Morris echoes Brakeman's comments, they are very innovative. Commissioner Boyd questions the total amount in reserve? Noel responds \$1.6 million carryover then add in \$1.2 million in reserves, approx \$2.8 million. Boyd questions last year's amount? Noel responds approx \$3.076 million, spend down of \$200k in the current year.

Brakeman opens up public comment

Chuck Wells comments that the Library has continued to provide many services during the pandemic, done a great job.

Brakeman closes public comment.

Commissioner DeGroot motions approve Library Service District Budget as proposed, Commissioner Morris seconds. Unanimous vote Approved.

Vickie Noel reads resolution approving budget, Commissioner DeGroot motions to approve Resolution approving budget, Commissioner Morris seconds. Unanimous vote. Approved.

Vickie Noel reads resolution imposing and categorizing taxes. Commissioner DeGroot motions to approve Resolution imposing and categorizing taxes, Commissioner Morris seconds. Unanimous vote. Approved.

15. 11:25 Law Library

Nathalie Johnston addresses Committee with details of requested budget. Brakeman questions budgeted amount for vehicle? Johnston responds.

16. 11:30 Community Corrections

Aaron Hartman addresses the Committee with details of requested budget and services provided by Community Corrections. Commissioner Boyd asked about a substantial increase in ammunition budget? Hartman responds yes the costs of ammunition has increased substantially and very hard to get. Commissioner Boyd asks about increases in other line items, are those increases related to the purchase of the hotel? Hartman responds in part and elaborates further. Humphrey questions (Measure 110) the number of people (4,000) removed from supervision, is that number Statewide? Hartman responds yes Statewide, will likely be between 100-150 in the County. Brakeman questions if HB2002 passes how much will it negatively impact budget? Hartman not sure and explains. Brakeman questions how much revenue from Supervision fees? Hartman explains is difficult to break out. Brakeman questions 10 staff vacancies, intend to fill those this next year? Hartman responds, some will likely be removed depending on funding. Palmer questions software/support expense? Hartman responds that is going to a system to accommodate the County's request to go paperless. Further down there is computer software increase? Hartman responds is related to software support/licensing. Palmer additionally questions client assistance line item decrease? Hartman responds/elaborates with examples. Palmer further questions building maintenance line item increase? Hartman responds that they now have more buildings to take care of. Palmer questions electricity increase, can we just turn the lights off? Hartman reiterates they just got the hotel and will be paying for those rooms. Brakeman asks if all 10 vacancies are budgeted and will they be filled this FY? Hartman responds yes, hoping to fill 2 this FY and carry over 8. Brakeman questions with the decrease in people to supervise is all staff still needed? Hartman responds yes will still need all projected staff. Brakeman questions the hotel purchase, will all the expenses be under Community Corrections? Hartman responds that the grant allows for 250k in repairs, then has budgeted operating costs in Community Corrections budget. Palmer questions plans for hotel, would like to see a supplemental budget for that project rather than in a department's budget. Brakeman understands that department budget's are already made up with the hotel projects, would it be a problem to break it out? Noel responds that can be done. Brakeman asks if the only department budget affected is Community Corrections? Noel isn't sure. Commissioner Morris further explains that Community Corrections has taken the lead and will likely have the bulk of the funding, but they are still working out details, would like to keep it "housed" under Community Corrections. Further there are other Departments that will likely utilize in the future (Public Health, Emergency Management etc.). Palmer would like to see it budgeted as a sub category rather than absorbed in the regular budget. Commissioner DeGroot questions the break out for just this property or include the other 4 as well? Palmer responds just this one since it's new for transparency purposes. Noel responds that doesn't have anything budgeted for the hotel for this current FY so will have to do a

supplemental budget for this year. Palmer reiterates would like to see this project broke out. Humphrey questions services provided at this new hotel? DeGroot responds. Brakeman questions grant funding sufficient to operate the hotel? Hartman responds yes will come from his State grant funding. Commissioner Boyd states if Community Corrections operates the entire facility then will be grant funded, but if we have other uses it may come from General Fund. Humphrey questions when project will open? DeGroot indicates there are repairs that need to be done first. DeGroot further elaborates depending on what type of housing we are providing then there are other agencies (KLCAS, KBBH, Public Health etc.) that will come in and pay for rooms they utilize. Noel does not want to create a separate fund, but rather track expenses as a separate project. Brakeman explains maybe just a separate spreadsheet breaking down the expenses would work. Hartman responds. Palmer urges Noel to get with Hartman to correct the presented budget with the breakout of the hotel project. Brakeman doesn't see the total budget has increased by too much. Discussion on best way to separate out the revenue/expenses for the hotel project so it's stand alone for transparency purposes. Noel/Hartman will get figures on hotel project to Committee before Thursday. Further discussion on JRI funding. Hartman elaborates on LADPC funding. Brakeman questions if measure regarding use of mushrooms impact us? Hartman responds.

17. 1:00 Maintenance

1. Capital Projects

Glen Gregory addresses the committee with details of the Capital Projects requested budget.

2. Maintenance

Glen Gregory addresses the committee with details of the Maintenance Department's requested budget. Ms Brakeman asks, your staffing will remain the same? Mr. Gregory said, yes. Commissioner Boyd asks about the 90% increase in operating. Mr. Gregory said, we've been doing fire suppression on the hill, sidewalks and also landscaping here. Commissioner Boyd asks about the maintenance for the motel. Mr. Gregory said, he has not had any discussion on that yet.

18. 1:20 Finance

10:35 am Vickie Noel addresses the Committee with details of requested budget, consistent with last years budget.

19. 1:30 Veterans Services

Kathy Pierce addresses the committee with details of the Veterans Services Department budget. The budget is mostly staying status quo this year, same as last year with no new staff.

20. 1:40 Public Health

Jennifer Little and Jessica Dale address the committee to present the details of the requested budget for Public Health. The proposed budget is assuming a stable biennium State budget. There is no sub-department with big changes this year. All sub-department

budgets are stable. Ms. Brakeman asks, Vickie, we can use some American Rescue funds for it? Ms. Noel said, the problem is Public Health is getting some COVID funds from the State as well and we cannot expense the same thing twice. There are some things that we've determined that we need that have to do with refrigeration and vaccines that should hit the criteria for the American Rescue Plan. As the budget sits right now as proposed, it doesn't show any use of the American Rescue Plan funds. Commissioner Boyd questions how the quarantine room at the motel will be paid for. Ms. Little said, we discussed a contract for a cleaning service, but in terms of paying for the water bill and those types of things what will happen is, we already have a contract in place with a few hotels in place where we pay as needed and so those dollars could be shifted if needed. Mr. Palmer asks, do we have a ballpark idea of what it has cost the County and what revenue the County has taken in because of COVID-19. Ms. Dale said, Public Health specifically has brought in about \$600,000 and we've used about \$400,000 over the last year. It is a time intensive and people intensive project. Ms. Dale further discusses staffing. Public Health in general is always under funded and under staffed. Commissioner Morris said, we have been fortunate that some retired medical personnel in our community have really stepped up to help.

21. 2:10 Fairgrounds

1. Fairgrounds Operating

Derrick Rowley and Dawn McLing address the committee and present the Fairgrounds requested budget. Mr. Rowley said, so far things are looking pretty good. Ms. Noel said the Fairgrounds was one of the more heavier hit departments due to COVID. Mr. Rowley said, we were still able to operate at some capacity and made about \$150,000 on our events up to this point. We had to get creative and we were able to operate within the COVID guidelines.

2. Fair

Ms. Brakeman asks about the contract services and personnel services. Mr. Rowley said last year we didn't have a fair so we didn't use those. This year we plan to have it scaled down. Ms. McLing said, we are planning a fair this year and are awaiting for permission from the Governor's office.

3. Fairgrounds

Ms. McLing said most expenses with regards to the grounds will be modest to make sure we remain solid through the year. We do have a proposal in place for reclassifications. Mr. Rowley said, we kept our staffing the same as what we went into last year with. Ms. Noel said, reclass of positions has to be done by the Board and so we can't reclassify positions through the budget process. Next week there will be a request in the Admin meeting to reclassify these four positions. Ms. Humphrey asks about the contract personal reduction. Ms. Noel explains, the contract personnel would be reduced and that would be moved to fund the reclassification and that will have to be an action that will need to be done between the proposed and the approved budget. Ms. Brakeman confirms, this won't effect the bottom line, it's the same amount. Ms. Humphrey asks, did you qualify for the shuttered venue grant? Mr. Rowley said, that was suspended almost immediately due to problems with their portal but Dawn continues to look in to it. Ms. Brakeman asks, did you layoff employees

last year. Mr. Rowley said, two of our employees were laid off for a month, one decided not to return to his job and the other did. We also had two employees go to work for Public Works during that time.

22. 2:30 Mental Health

1. Administration

Vickie Noel presents the Mental Health Administration budget to the committee. This is a combination of funds left over from the County Mental Health services and since then we've been collecting rent from Klamath Basin Behavioral Health. There is one expense and that is to help pay for a district attorney that runs the behavioral court. Ms. Brakeman said, so eventually this will go away? Ms. Noel said if we continue to fund the DA position it will eat away at it.

2. Developmental Disabilities / MH Reserve

Myles Maxey addresses the committee to present the Developmental Disabilities Department's requested budget. He said, we have a lot of growth and expansion planned that is not budgeted. Based on numbers from the State, we will be at 35 FTE and are currently at 24 FTE. The number of individuals we've increased in the last year is 100 and anticipate another 100-150 over the next year. The revenue we budgeted is the revenue from last year. The potential increase in revenue is close to 1 million, if that passes the State. We took more individuals into our County than any other county during the past year. The reserve budget is stagnant at this point, it was being used to manage a property that we sold last year. We have some community outreach that we'd like to do with those funds in the future.

23. 3:00 Museum

1. Equipment Reserve

Todd Kepple addresses the committee to present the Museum's equipment reserve fund budget. He said, we plan to replace the sidewalk in front of the museum and purchase a new vehicle when our existing vehicle dies.

2. Museum Operating

Todd Kepple addresses the committee to present the Museum's budget. He said, there is essentially no change other than salaries and wages is increasing to include one added position to bolster our effort to maintain our cataloguing efforts.

3. Museum Reserve

Todd Kepple addresses the committee to present the Museum's reserve fund budget. Ms. Brakeman asks about the supplies other category. Mr. Kepple said, that is the where we purchase supplies for the gift shop out of. We keep a lot of reserves because we are not part of the County maintenance program.

24. 3:20 Community Development

1. Planning

Erik Noble addresses the committee to present the Planning Department's requested budget. Mr. Noble said we are looking to increase our fees this year and add a staff member. Commissioner DeGroot said, last week the Board allowed them to start posting for a new position so we will need to add a position into next year's budget, either a Planning Tech or Planner I. Commissioner DeGroot asks Mr. Noble to get a personnel spreadsheet to Vickie for approval in the budget this week. Ms. Noel asks, will the increase in fees cover the cost of the new position? Mr. Nobel said, the increase in fees will add approximately \$25,000 and that will not pay for a new position. Stephanie Brown said, we'll have a better idea of the dollar amount needed from the general fund tomorrow. Mr. Palmer asks about the salaries and wages over the past few years. Ms. Brown explains, Erik was brought in as a Planner III and then was moved to Director and the Planner III position went away. Ms. Brakeman confirms, the new position will start this fiscal year.

2. Building / Equipment Reserve

Allan Brown and Stephanie Brown address the committee to present the Building Department's equipment reserve and the operating requested budget. Commissioner DeGroot said, it's taken us a long time but we finally have a full set of inspectors in the department.

3. On-Site / Equipment Reserve

Sarah Hill and Stephanie Brown address the committee to present the On-Site Department's equipment reserve and the operating requested budget.

4. Code Enforcement / Violations / Equipment Reserve

Rick Vaughn and Stephanie Brown address the committee to present the Code Enforcement Department's equipment reserve, violation and the operating requested budget.

25. 4:00 Parks

1. Operating

Tom Crist and Stephanie Brown address the committee to present the Operating requested budget for the Parks Department.

2. Equipment Reserve

Tom Crist and Stephanie Brown address the committee to present the Equipment Reserve requested budget for the Parks Department. There are no expenditures planned for the fund this year.

3. Reserve Fund

Tom Crist and Stephanie Brown address the committee to present the Reserve Fund requested budget for the Parks Department. There are no planned expenditures for the fund this year.

26. 4:10 Solid Waste

1. Operating

Tom Crist and Stephanie Brown address the committee to present the Operating requested budget for the Solid Waste Department.

2. Landfill Reserve

Tom Crist and Stephanie Brown address the committee to present the Landfill Reserve requested budget for the Solid Waste Department.

3. Recycling

Tom Crist and Stephanie Brown address the committee to present the Recycling requested budget for the Solid Waste Department.

4. Equipment Reserve

Tom Crist and Stephanie Brown address the committee to present the Equipment Reserve requested budget for the Solid Waste Department. There are two budgeted expenses this year, a pickup and a concrete pulverizer.

5. Building Reserve

Tom Crist and Stephanie Brown address the committee to present the Building Reserve requested budget for the Solid Waste Department.

27. 4:30 Public Comment, General Discussion And Wrap Up For Day

Ms. Brakeman asks about public comment scheduled for 4:30pm today. The committee agreed that since they are ready to recess for the day, if we have any public comment that comes in between now and 4:30pm, we will ask the person to return at a time convenient for them tomorrow. Ms. Noel suggests updating the rest of the week's agendas with a note that public comment will be immediately after the last budget presentation for the day. The committee was in agreement to make that update to the agendas.

28. Adjournment

3:32pm Ms. Brakeman recesses the committee until tomorrow at 9:00am.

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

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