



CURRY COUNTY BOARD OF COMMISSIONERS

MINUTES – WORKSHOP

Tuesday, February 02, 2016 –10:00 A.M.

Commissioners' Hearing Room, Courthouse Annex

94235 Moore St., Gold Beach, Oregon 97444

Commissioners Present: Chair Thomas Huxley, Vice-Chair Susan Brown, and David Brock Smith via telephone

Support Staff Present: Administrative Assistant, Shellá Megson; County Counsel John Huttli

1. CALL TO ORDER

Commissioner Huxley called the meeting to order at 10:00 a.m.

Commissioner Smith asked how many elected officials were in the audience besides the two Commissioners; the response was that no other elected officials were in the room. Motion by Smith to table the workshop until Thursday at 1:30 p.m. so that the elected officials and more department heads could attend. Motion died for lack of a second. Smith thanked them for their consideration and exited the meeting.

2. TOPIC: BUDGET

County Accountant Short used the overhead projector to display the workbooks and data sheets that he had previously provided to the Board and to the Department Heads. It was determined that questions should hold until the end because most may be answered during the review. Short displayed a cash flow sheet from an Excel workbook that had numerous tabs with supporting data within it. Short then showed a sheet for general fund expenditures. He hit some key spots to explain how the expenditures were actuals and did not include vacant positions or projected expenses not realized. He pointed out the Title III area and warned that all new monies received for it have the restriction of only using it for search and rescues on federal land. He then displayed a sheet concerning reserve funds and explained it did include an SRS payment that has not yet been received.

Short showed expected revenue that was somewhat color coded by cell fill color or text color/font. The yellow fill cells indicated discretionary income. Red text was used for pass-through monies that were handled by the County merely as an accounting procedure and could not be spent by the County. The Donations field showed zero without restrictive color key but advised that many donations do come with various restrictions. He pointed out a few recent adjustments that needed made to some of the figures. The next sheet showed fund balances and he explained that only the general fund can have a category for unassigned funds.

Short said property tax income may be lower since there tend to be some non-payments or delays. Red text on this sheet shows things that require some expenditure by the County before the income comes back from those sources. Another category shows that the income is only received if certain other situations occur. Commissioner Brown advised that another category likely had more money in it than what was shown.

Short quickly spoke about the new MyExcel plugin and how it can repopulate an entire sheet of figures within seconds after an adjustment as long as the initial setup had been done. He then

displayed a PDF summary of possible carry forward amounts. He explained that the reserve fund is not really supposed to be used for general expenses and some of it is strictly regulated as to what expenses it can be used for. He reminded them that the proceeding amounts shown were all based on no unexpected events.

Short said that when predicting things for the future to expect an increase of ten percent in the liability insurance which department heads would need to budget. There should be an additional \$50,000 for a salary buffer. He showed the various membership fees, monies for the fair, and expenditures for the airport. Building maintenance and expenses were shown with the Commissioners' fund and other operating contingencies. The adjustments after the aforementioned items would bring the carry-forward amount to around \$1 million. Bringing in money from the Road Department funds is not discretionary. O&C and PILT monies added with new funds would bring the available funds to \$3.5 million. The estimate does not include funds that are currently in departmental budgets that may not get used. Marine and 1145 monies are expected to be cut back some as an income for the County. Short asked if there were questions but none were asked. He then displayed a non-departmental worksheet. It showed the current year's budget verses actual receipts and expenses. This page was also used to explain where the carry-over amount had been achieved.

When scheduling the Budget Committee Hearings there are public notification requirements including wording and newspaper publications. Jackson County, which has a much larger budget, was able to conclude their Budget Hearings in a single day. The next budget needs to be adopted by 06-30-2016 and therefore solidified by 04-30-2016 at a Board of Commissioners General Meeting so that timelines for applying for the CAFFA grant can be observed. Commissioner Huxley recalled his memories of past year hearing schedules. Short warned against making the hearings too early in the year as it tends to lead to needed changes which then would trigger time and publication guidelines.

Commissioner Brown asked that if the County did again utilize the Road Department money, would the budget be able to remain status quo. Short responded that it could with some caveats. He showed a chart of depletion of cash reserves. It showed that if Road money was used and status quo for budgets was observed with no changes, the reserve fund would begin to be used and by fiscal year end it would be well over \$200,000 below standard amount. Short said that by next year some really hard decisions would need to be made but some actions such as a layoff do not end up saving as much as expected and cost the County around \$20,000 each. There is always also the chance for unforeseen events such as the current sinkhole situation that is still growing. Various ideas of suggesting an across-the-board of ten percent cut by every department or starting the cutbacks immediately were suggested.

Short said decisions should be made now to provide direction and give some lead time to the departments. Among those would be whether to use Road Department money or whether to start cutbacks immediately. He said that what has provided is based on realistic observations and does not include income or expenses that are speculative. In the future, Senior Accounting Clerk Cena Crook and Personnel Coordinator Julie Swift will be able to help make some documents but they cannot build a budget nor make decisions on it.

Short reminded them that decision points need to be made in Special or General Meetings. Commissioner Huxley suggested ending the meeting soon so that the video would be a good one hour length for people to watch. Commissioner Brown said she would definitely want another Workshop and would like a time when all three Commissioners could be present. Huxley and Brown directed Administrative Assistant Megson to communicate with Commissioner Smith and then schedule a Workshop for Thursday 02-04-2016 at 10:00 a.m. or alternatively Friday 02-05-2016 at 10:00 a.m. Planning Director Johnson asked who the members were on the Budget Committee. Brown explained that it included the Board as well as three lay people. Huxley recalled the scheduling of meetings in the prior year and suggested setting up the Budget Committee Hearings so that other needed notices could be set around that schedule. Ward joined the meeting at 11:11 a.m.

Deputy District Attorney Herbage informed the Board that the District Attorney's office is very busy. Current calendar year cases filed were at 130. In comparison, the previous year was at 67. They were currently filing cases from police reports made back in September. The District Attorney's office requests no cuts to their budget. Herbage said that a blanket percentage cut across all departments would not be a workable solution. District Attorney Dial joined the meeting at 11:18 a.m. and told the Board that many District Attorneys in most Counties are usually active in the State Capitol for administrative actions and not working inside their County trial system. He, in comparison, is active in the case load inside the County.

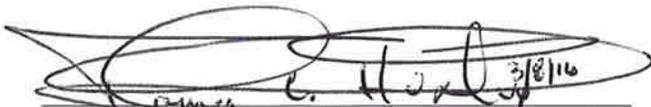
ADJOURN

Commissioner Huxley adjourned the meeting at 11:22 p.m.

Respectfully Submitted,
Shelia M. Megson

These minutes from Tuesday, February 02, 2016 Board of Commissioners' Workshop approved this 02 day of March, 2016.

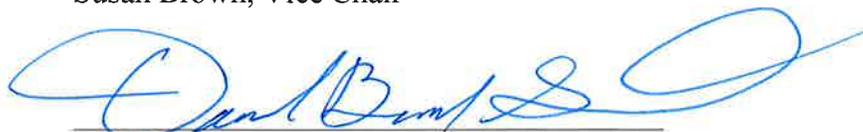
CURRY COUNTY BOARD OF COMMISSIONERS



Thomas Huxley, Chair



Susan Brown, Vice Chair



David Brock Smith, Commissioner