

MINUTES
BUDGET COMMITTEE MEETING
February 7, 2008 9:00 a.m.

Oval Office, Fenton House

PRESENT: Budget Committee members Kathy George, Mary P. Stern, Leslie Lewis, Dennis Goecks, and Michael Green, Committee member Ken Austin being excused.

Staff: John Krawczyk, Laura Tschabold, and Becky Weaver.

Guests: None.

Kathy called the meeting to order. John K stated that the purpose of the meeting is to provide a mid-year budget review, as requested by the Budget Committee last year. He said that the statute allows the committee to hold meetings outside the budget process, but no formal decisions can be made.

Budget Reports - John K reviewed the Summary Budget Report for December 2007, stating that the overall budget looks to be in good shape for the rest of the fiscal year. He noted that Administrative Services will receive two years' worth of administrative revenue in 2008-09 for the OTIA bridge projects. He said that the Board has discussed the possibility of erasing the Juvenile Department's \$64,584 deficit, which is a result of unexpected costs in the Detention Center expansion.

He reviewed the January 2008 Fund Balances Report, pointing out that Community Corrections will be undertaking major capital improvements in the Jail. He stated that a supplemental budget will be needed for Fund 29 because so much Parks SDC revenue has been collected, although most of that gets paid out to other entities.

Dennis Goecks discussed the management of O&C lands and stated that a tremendous amount of money has been lost to counties because the lands are not being used in the manner for which they were set up. Leslie stated that even though the Bush administration may be in favor of cutting more forests, Congress and even Oregon's own delegation won't support that philosophy.

John K stated that the new air conditioning system for the courthouse cost about \$300,000 and the HHS Evans Street addition is still under construction due to significant delays in the project. He said that projects are planned in Newberg, McMinnville, and Grand Ronde for the Bicycle/Footpath Fund.

He provided an update on the Radio Project, which is nearing completion of Phase 1. Leslie reported that the goal is to have everyone using the new system by March. John K discussed the possibility of applying for a \$600,000 grant to complete Phases 2 and 3 and noted that the county would provide a \$300,000 match. Leslie emphasized the importance of moving to simulcast and stated that Murray Paolo should have the updated scoping information from AdComm by the end of February in order to meet the March 31 grant application deadline.

Assessor's Office - John K reviewed the Draft Executive Summary from an audit done by the Department of Revenue (DOR) on the Assessor's Office. He stated that the DOR is recommending the following changes because reappraisals aren't getting done: add the Chief Appraiser position back into the budget and add a technician position dedicated to appraiser support. He said that the county's

response will involve some discussions with DOR regarding the process for selecting people for these positions, since Dave Lawson is not planning to run for re-election. He discussed additional discretionary resource allocations to the Assessor's Office to fund a Senior Office Specialist position beginning July 1, 2008 and a Chief Appraiser position beginning January 1, 2009.

Jail Staffing - John K presented a request from the Sheriff's Office to add one Corrections Deputy in the Jail for 2008-09 and one more for 2009-10. Mary explained that Yamhill County has one of the lowest staffed jails in the state and stated that adding these positions is a wise decision. Leslie added that is important to fill out the teams so there is enough staff to cover the shifts without using overtime or reserve staff. John K suggested having Ron Huber address this issue during his Jail budget presentation.

Treasurer - John K stated that one of the county auditor's recommendations was to have the treasurer start entering cash receipts directly into the financial system. He said that there needs to be some consideration of whether or not the treasurer position should be full-time.

Budget Instructions - John K reviewed the budget instructions. Leslie stated that she isn't asking for any of the O&C revenue to go to the Road Fund this year, but she will be in future years.

The group agreed to adjust the May Budget Committee agenda to accommodate Dennis' schedule on May 6. John K stated that elected officials have been instructed to budget the salary they will be requesting of the Compensation Committee. He said that salary data from comparable counties will be provided to the Compensation Committee. Leslie suggested also providing a history of what the elected officials have been given in the past.

Michael Green stated that several departments seem to consistently underestimate their fund balances and yet continue to request additional discretionary funding. He suggested keeping a higher balance in contingency funds in order to give the Board the ability to direct those funds where they are needed most. Kathy pointed out that some departments have good justifications for their fund balances. Leslie added that fund balances are sometimes used to resolve budget deficits within the service team. John K stated that the Budget Committee will have the authority to modify the budgets and can require departments to justify their fund balances and any requests for additional discretionary funding.

The meeting adjourned at 10:40 a.m.



Dennis Goecks, Secretary