



Board of Commissioners' Finance Meeting  
April 26, 2023 ~ 1:00 pm ~ Room 214

4/26/2023 - Minutes

**1. Call To Order & Those Present**

Commissioner DeGroot, Commissioner Minty, Commissioner Henslee, Sandy Cox/Admin Staff, Vickie Noel, Natalie Parker/Finance, Rick Vaughn/Property Manager

**2. Approve Minutes From Last Meeting**

Commissioner DeGroot approves minutes from last Finance meeting.

**3. Transfer Money To The City Of Klamath Falls For Washburn Way**

Vickie Noel addresses the Board asking to transfer 1,505,492.33 to City of Klamath Falls from the City Streets line item, explains the purpose of the line item. Commissioner Henslee motions to transfer 1,505,492.33, Commissioner Minty seconds. Unanimous vote. Approved

**4. Master Plan For S. 6th Street Property - Rick Vaughn**

Rick Vaughn presents plan and asks for just under 10k to pay for the plan. Discussion about how and who drafted this plan. Commissioner DeGroot is good with this and proposes to pay from General Fund Non-Departmental. Vaughn will proceed processing this through a Business meeting.

**5. Wolf Depredation Grant Agreement**

Natalie Parker addresses the Board, presents agreement with USDA 80,310.00 with 10% County match. Commissioner Minty motions to authorize the chair to sign the agreement, Commissioner Henslee seconds. Unanimous vote. Approved. Will be processed through a Business meeting as prior approved item. Commissioner Henslee asks about co-mingling funds, staff and equipment to work with adjoining county's? Parker indicates that Jackson County is not interested at this time will get ahold of Paul Wolf and discuss further.

**6. ARPA Projects**

Natalie Parker addresses the Board with updates on projects that have zero percent completion, explains we need to have funding allocated by 12/2024 and fully spent by

12/2026.

Lost River Booster Club - Getting ready to break ground this summer

Oregon Tech - Having difficult time finding space for new facility.

KCEDA - We have no contract with KCEDA. Commissioner Henslee asks if we can manage this project and reallocate funding to keep in house? Parker says yes. Commissioner DeGroot indicates they are seeking other funding to make the project viable, if they don't succeed then we need to revisit this item, we should know by June 1. Parker worries about the project being actually completed by 2026.

Transformation Wellness - They are looking for additional funding and should know shortly.

Commissioner DeGroot suggests giving a date or will have to reallocate funds? Commissioner Henslee agrees. Parker indicates the State has set a deadline of July 1 and feels that is a good timeline. Commissioner DeGroot motions that we need to see substantial progress by 7/1/23 or will reallocate funding, Commissioner Minty seconds. Discussion about what substantial progress is? Parker states she has been indicating to the recipients to start spending dollars. Commissioner DeGroot amends motion to state project needs to be started by 6/30/23 or will be reallocated, Commissioner Minty seconds. Unanimous vote. Approved

## **7. Domestic Well Grant**

Natalie Parker addresses the Board presents detailed spreadsheet tracking each project. Spoke to Annette Liebe at OWRD and they do not have funding to pay the intern and we really need the intern for inspections. Recommends creating an IGA with OWRD to hold the intern position and pay for it out of Admin fees. Commissioner Henslee suggest tacking an amount onto an applicants bill to pay for the inspection. Commissioner DeGroot asks how much money are we talking? Parker states 18-20hr at about 10hrs week during school and could be full time during summer. Commissioner Minty is not comfortable with tacking on money to the applicants grant award, feels it's more of an administrative issue. Commissioner DeGroot recaps that OWRD would employ the intern, bill us then we pay them out of the "admin fees" portion of the grant funding. Commissioner Henslee doesn't feel good about paying from "admin fees" as we have been telling the public that we keep "admin fees" local for administering these grants. Commissioner DeGroot indicates it's all the same bucket of money and we need to get the work done. Discussion that we have 900k admin fees available but we have only drawn 185k in a year and 1/2. Parker asks for another idea to work around? Commissioner Henslee asks if we can change the percentage of recipient match from 75% to zero. Discussion that would need the program details. Matter tabled to next months Finance meeting

## **8. Tourism Spring Cycle Committee Recommendations**

Natalie Parker addresses the Board with recommendation of awards from Tourism Committee. Commissioner Henslee motions to approve recommendations as presented, Commissioner Minty seconds. Commissioner Minty declares potential conflict as she sits on the Board of Trustees for Oregon Tech. Unanimous vote. Approved

## **9. AOC Conference September 2023 - Funding?**

Commissioner DeGroot addresses the Board seeking funding of 28k of Tourism funds to put on a 3 day AOC fall conference at the Running Y. Commissioner Minty is in support of this, but note that no funds to be spent on alcohol. Commissioner Henslee asks if 28k is the total bill? Commissioner DeGroot says yes and elaborates on what we are getting. Discussion if other County's do the same thing and fund these functions, it depends. Commissioner Henslee states that 28k seems expensive, but feels it is important to bring Commissioners and their families to Klamath Falls so they see how great our community is. Commissioner DeGroot motions we fund up to 28k from Tourism funds no alcohol, Commissioner Henslee seconds. Unanimous vote. Approved.

**10. Klamath Idea Funding Request Letter**

Commissioner Henslee motions to support in the amount of 15k, Commissioner DeGroot seconds. Unanimous vote. Approved

**11. Klamath Falls Downtown Association**

Commissioner DeGroot motions to renew membership at 1k from Economic Development funds, Commissioner Henslee seconds. Unanimous vote. Approved

**12. Association Of O&C Counties Dues Invoice**

Commissioner DeGroot motions to pay dues of \$13,324.38 from General Fund Non-Departmental, Commissioner Henslee seconds. Unanimous vote. Approved

**13. CAFFA Grant Application**

Commissioner DeGroot motions to approve and authorize the chair to sign the application, Commissioner Henslee seconds. Discussion about how the funds funnels back and forth. Unanimous vote. Approved.

**14. Litigation Costs - AFRC Equally Sharing DDG**

Commissioner DeGroot explains that O&C Counties years ago created a litigation fund, they are looking to participate in litigation for AFRC (timber industry) with a total cost of 287k, Klamath County's share is 6,916.70. Discussion where funds should come from General Fund Non-Departmental, risk or outside Counsel line items. Commissioner DeGroot motions to pay 6,916.70 from General Fund Non-Departmental, Commissioner Henslee seconds. Unanimous vote. Approved

**15. Preparing To Implement A Capital Improvement Plan**



Vickie Noel addresses the Board, recently attended a training on how to create and implement a CIP plan, would like to form committee and get started. Discussion if the plan should be housed in Public Works or Finance. Discussion whether the CIP should be included in the Strategic Plan. Commissioner Henslee explains the CIP is really a budgeting piece that we see every year and creating a CIP could be part of the Strategic Plan. Board is agreeable with moving forward with Noel's suggestion.

## 16. Other County Business

None

## 17. Adjournment

2:16pm

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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