

## Josephine County Budget Meeting Minutes – April 20, 2011, 4:00 p.m.

Anne Basker Auditorium, 604 N.W. 6<sup>th</sup> Street  
Grants Pass, Oregon 97526

Present: Marie Hill, Dwight Ellis, Keith Heck, Sandi Cassanelli, Larry West, and Simon Hare. Attending: Rosemary Padgett, Budget Officer; Arthur O'Hare and Chris Carlson, Finance; Linda McElmurry, Recorder; members of the media and other interested parties.

### 1) Open Meeting

Chair West opened the meeting at 4:00 p.m. introducing the three volunteers and explaining their role. Agenda was taken out of order.

### 2) Elect Vice Chair/Secretary of Budget Committee

Mr. Hare nominated Mr. Ellis to be Vice Chair, seconded by Mr. Heck. Upon roll call vote motion carried 6 – 0; Mr. Ellis – yes, Mr. Heck – yes, Mr. Hare – yes, Ms. Hill – yes, Ms. Cassanelli – yes, and Mr. West – yes.

### 3) Elect Chair of Budget Committee

Mr. Hare made a motion for Mr. Heck to be Chair, seconded by Ms. Cassanelli (to enable discussion). Ms. Cassanelli attempted nominate another individual which was not allowed on the basis of procedure. She asked Mr. Heck if he would be comfortable with the nomination and he replied yes, he had no objection. Upon roll call vote, motion carried, 5 – 1; Mr. Ellis – yes, Mr. Heck – yes, Mr. Hare – yes, Ms. Hill – yes, Ms. Cassanelli – no, and Mr. West – yes. Ms. Cassanelli felt there hadn't been time to discuss other nominations and it didn't seem democratic.

### 4) Budget Officer presents Budget Message and Proposed Budget for FY 2011-12

Rosemary Padgett read **Exhibit A, Budget Message** using **Exhibit B, Graph** for illustrative purposes. Rosemary answered questions from the committee. Ms. Cassanelli asked if they could cut all departments to four day eight hour work weeks to reduce costs by 20%. Rosemary said an across the board cut would not save that much in General Fund monies and it would eliminate all benefits and asked how many employees would stay. Ms. Cassanelli felt considering the job market they wouldn't lose too many. Rosemary said that is a management decision of the Board and suggested they look at it as a Board when they have all the information in front of them. Mr. Hare noted that the majority of the cuts wouldn't benefit the General Fund and would just reduce services to the community. Mr. West suggested they decide how the Committee would take public comment. Ms. Cassanelli made a motion to allow public comment after every presentation, seconded by Mr. Ellis. The committee discussed the benefits of public comment after each presentation versus allowing public comment at the end of each meeting. Upon roll call vote, motion failed, 4 - 2; Mr. Ellis – yes, Mr. Heck – no, Mr. Hare – no, Ms. Hill – no, Ms. Cassanelli – yes, and Mr. West – no. Mr. Hare made a motion to have public comment at the end of each meeting, seconded by Mr. Ellis. Upon roll call vote, motion carried, 5 – 1; Mr. Ellis – yes, Mr. Heck – yes, Mr. Hare – yes, Ms. Hill – yes, Ms. Cassanelli – no, and Mr. West – yes. Mr. West noted that he didn't want to hear the audience throwing insults and suggested if people got out of line they be asked to put it in writing. Mr. Heck said he was not anticipating anything like that but if it happened it would not be allowed.

### 5) Elected Officials Compensation Committee Recommendation – Jeff Wolf

Jeff Wolf, Chair of the Elected Officials Compensation Committee read **Exhibit C, EO Committee Recommendation**. The Committee discussed the recommendation and thanked the committee for their work. The committee concurred from a financial standpoint a COLA didn't make sense. Jeff explained that the committee makes the recommendation to the Budget committee who can accept or reject the recommendation, in whole, or in part. The Committee discussed the Sheriff's raise and cutting the Undersheriff's salary. Rosemary Padgett explained that the Committee didn't have the authority to set the salary for the Undersheriff. Ms. Cassanelli made a motion to not give COLA raises to Elected Officials this year, keep the compensation the same, keep the Sheriff's salary the same, and request the Board of Commissioners reduce the Undersheriff's salary, seconded by Mr. Hare. After Committee discussion, Ms. Cassanelli restated her motion to not give COLA raises to Elected Officials, keep the overall compensation the same for elected officials and the salary to the sheriff stay the same and recommend to the Board that they adjust the Undersheriff's salary to \$1 less than the Sheriff, or however they have to do it to keep Sheriff the highest paid. Upon roll call vote, motion carried, 5 – 1; Mr. Ellis – yes, Mr. Heck – no, Mr. Hare – yes, Ms. Hill – yes, Ms. Cassanelli – yes, and Mr. West – yes.

### 6) Department Presentations: Budget Officer

#### a. Summary of Funds

Rosemary reviewed **Exhibit D** with the Committee saying the \$16 million was largely due to loss of reserves.

#### b. General Fund – Overview

Rosemary Padgett reviewed **Exhibit E** with the Committee and explained revenues.

*These are meeting minutes only. Only text enclosed in quotation marks reports a speaker's exact words. For complete contents of the proceeding, please refer to the audio recordings.*

**Presentations:**

**Assessor- Connie Roach**

Using **Exhibit F**, Connie Roach explained all services in the Assessor's office were mandated, except customer service. She said the CAFFA grant funds 26% of their budget and any reduction in General Fund would reduce the grant because it is used as matching funds. She answered questions from the Committee. Ms. Cassanelli noted she had 17.8 FTE and asked what is the least she could have and fulfill their obligations. Connie explained that the Department of Revenue has already said they are borderline on staffing, if they had staff cuts they would be in jeopardy of not meeting mandates and could lose their CAFFA grant. Ms. Cassanelli asked why they need so many assessors when assessed values go up 3% a year. Connie explained part of it is because of the law, they have to maintain market value, and they have other duties. She explained that their education and travel budget was high because staff has to meet continuing education requirements to keep their licenses.

**Treasurer – John Harelson**

John Harelson used **Exhibit G** and noted that in the past 45 months investments he made have earned \$945,000 more than if they had been invested in the State Treasury. He said last year he told the Committee he could use two less staff but it would impact the quality of service and quality of work with the reduction of hours. He reviewed **Exhibit H, Treasurers Report** to answer questions. Ms. Cassanelli asked why if the local investment pool gets less return than the Treasurer's pool did the county put more in it. John explained the reason he has it there is to use it as a money market account for payroll, as it has more liquidity.

**County Clerk – Art Harvey**

Art Harvey gave a brief overview of **Exhibit I** saying the vast majority of revenue for his office is from recording and the economy has had a very serious impact. Passports and photos are the only two services that they provide that are not mandated but they are both revenue generators. They have redesigned the interior of the office which has improved efficiency. Mr. West asked if they could do dog licensing. Art said the Clerk's office used to do that but he hasn't looked at it. Ms. Cassanelli asked why the wage to benefit ratio was different between departments. Arthur O'Hare explained to the Committee how the ratio of benefits could differ from department to department.

**Forestry – Vic Harris**

Reviewed **Exhibit J** with the Committee saying he used the most conservative estimates.

The Budget Committee took a break from 6:00 p.m. – 6:02 p.m.

**Planning – Dave Wechner**

Dave Wechner reviewed **Exhibit K** with the Committee. Using **Exhibit L** showing how much it costs to support committees they have been tasked with. He explained that they are 74% fee supported and compared to other counties they are the third highest i.e. Jackson County is 88% fee supported. Ms. Cassanelli asked if they were requesting \$143,000 in addition to \$40,000 of Economic Development Fund. Dave said yes and reviewed their long range planning goals and projects with the Committee. Ms. Cassanelli asked what future economic development projects they would be doing with SOREDI, what are the projects, what are they contributing to SOREDI. Michael Snider explained long range planning and that there were no monies dedicated to SOREDI, they just share information. Dave answered further questions about projects.

**Transfer Overview – Rosemary Padgett**

Rosemary Padgett said the transfers are standard except for a new one from Public Works for mitigation of the Marlsan Landfill and an increase for Veteran's Services to help with proposed state funding cuts.

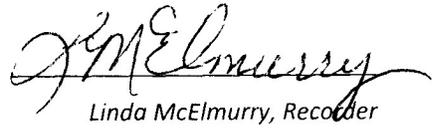
- 7) **Budget Committee establishes meeting calendar. Proposed dates: meet from 4 to 6 p.m. Tuesday, April 26 and Thursday, April 28 and Thursday, May 5 (if needed).**

The Committee decided this schedule would work and confirmed the meeting dates.

- 8) **Public Comment (limit of three minutes each, public comment allowed at additional meetings)**

Dale Matthews, Grants Pass began his comments, Mr. Heck directed him to keep comments relevant to the agenda. Mr. Matthews left the podium.

Meeting adjourned at 6:40 p.m.



Linda McElmurry, Recorder

- Exhibit A Budget Message, 3 pages
- Exhibit B Budgeted FTE, 1 page
- Exhibit C Elected Officials Compensation Committee Recommendation, 1 page
- Exhibit D Summary of Adopted Budgets, 1 page
- Exhibit E General Fund Resources and Requirements, 2 pages
- Exhibit F Assessor's Presentation, 6 pages
- Exhibit G Treasury & Tax Collection, 17 pages
- Exhibit H Treasury Report, 14 pages
- Exhibit I Clerk's Presentation, 5 pages
- Exhibit J Forestry Presentation, 16 pages
- Exhibit K Planning Presentation, 9 pages
- Exhibit L Planning Committee Costs, 1 page