



3/31/2020 - Minutes

1. Call To Order & Those Present

PRESENT: Commissioners DeGroot, Morris and Boyd, Vickie Noel-Finance Director, Michelle Carpenter-Asst. Finance Director, Jessica Chastain-IT Director.

2. Approve Minutes From Last Meeting

Approved as presented.

3. Association Of O&C Counties - Dues Notice

The Association of O&C Counties dues invoice was presented. The Commissioners unanimously voted to approve the payment of the invoice from the General Fund, Non-departmental budget.

4. Policy Regarding KCEDA And Discover Klamath Applying For Tourism Funds

Commissioner DeGroot discussed he would like Discover Klamath and KCEDA to apply for grants when requesting special funding for committee review because their requests are directed from the same pot of money as the other applicants. Commissioner Boyd stated that he was a little concerned that the "big guns" going after the same pot of money may discourage the smaller applicants from submitting their applications. All 3 Commissioners agreed that the policy needs to change and that Discover Klamath and KCEDA need to go through the same application process for their request and have them reviewed by the Tourism grant committee going forward. The two requests for Ride the Rim and Oktoberfest under current consideration, would not fall into the new policy as they were received before this policy change.

5. Contractor Incentive Program

The Building Department is unable, due to statute, to use building reserves to fund this program. It was moved, seconded and voted unanimously to approve \$50,000 from the General Fund, Non-departmental to fund this program. Discussion included Commissioner Boyd wanting to determine if legislation can change the amount of money needed to be kept in reserve within the Building Department and change the requirements on how those funds are spent.

6. Funding Requests

Vickie Noel presented the Commissioners a spreadsheet showing Comparative Data of Fund 2185 - Economic Development. There is potentially \$58,000 to spend of Operating contingency, but would leave the subsequent year without much carryover. The proposed 2020-21 budget will also need to be revised during budget committee hearings as Video Lottery and reserves are overstated.

Senior Center - \$15,000 roof project, Discover Klamath - \$25,000 Ride-the-Rim, KCEDA - \$100,000 contract increase and \$25,000 Oktoberfest requests are all being put on hold due to the Economic down turn and the potential of Video lottery dollars significant reduction due to the Corona virus pandemic. Commissioner Boyd stated that transient room tax funds may need to be re-directed toward the Fairgrounds as they are not receiving budgeted revenues for events that have been canceled. He would like to preserve some of the funds in Tourism for this purpose. According to a message from Marc Kane, the \$15,000 needed for the Senior Center roof is in addition to funding they are trying to secure from a large source such as the Ford Family Foundation. Commissioner DeGroot would be willing to consider funding now if it is determined that the Senior Center could put people to work immediately, however, this is not the case. The request will be considered again at a later date.

Commissioners Morris and DeGroot will notify Discover Klamath and KCEDA that their funding requests have been tabled.

Catalyze Klamath was awarded \$5,000 for an event that has since been canceled. The Board motioned, second and unanimously approved allowing OIT to keep the \$5,000, but apply it toward the Helping Owls Scholarship fund.

7. SCOEDD 2020-21 Budget Request

Vickie Noel presented a letter from Betty Riley, South Central Oregon Economic Development District (SCOEDD) requesting \$25,000 for Economic Development dollars for 2020-21 fiscal year. This amount is \$5,000 over the current fiscal year amount. The additional \$5,000 would be used as match to a USDA grant submitted for local food branding. This is in support of KFOM - Klamath Online Marketplace. Commissioners unanimously decided to pause on this request and bring it up again at a later date when we have a better handle on the Economic impact of the pandemic.

8. Internal Service Transfer To Information Technology

Jessica Chastain opened the discussion regarding the Technology Maintenance budget not being able to handle both the BP Media and the Dark Trace software contracts without an additional transfer from Internal Service, non-departmental. Dark Trace software is currently on hold so until this contract is approved, the transfer will not be necessary. This does not solve the issue in the 2020-21 fiscal year and beyond related to funds that will not be reserved for future equipment and software purchases for departments. Commissioners decided to bring the issue up in the budget hearings to determine if an additional contribution to Technology Maintenance is warranted in the 2020-21 fiscal year.

9. Employee Relief - KMM

This item was tabled.

Commissioner Morris brought up an idea proposed by the Jail Commander. Due to the reduction in the Jail population, they are preparing 200 less meals per day. This allows jail staff to donate meals as sack lunches to the Gospel Mission on the weekends. Commissioner Boyd is all for this, but wants to make sure that the County is not liable for anyone that could potentially get sick from the food. County Counsel will be consulted on this possibility and also the possibility of asking the Gospel Mission to sign a waiver.

10. **Solid Ground - DD Services Program**

Vickie Noel presented a proposal on behalf of Phillip Squibb. The DD Services Director would like to offer \$5,000.00 in scholarships (16 scholarships at \$300 each) to DD Service clients to be able to participate in the Solid Ground program. This program consists of 6 week sessions-once a week for 1 hour to meet and groom horses. There are riding and non-riding programs which teach both life skills and are therapeutic. The \$5,000.00 would come from the DD Services operating budget-Operating Contingency line item. All 3 Commissioners like this idea and approve by consensus to move forward with this scholarship program.

11. **Current/Ongoing Finance Work And Projects**

Vickie highlighted ongoing work and projects in the Finance Department including the steps that have been taken to track COVID19 wages and supplies.

12. **Other**

1) Todd Pfeiffer requests a signature on a Logo Use Agreement with Klamath Watershed Partnership. They wish to use our logo on a flyer they are distributing to help try and stop the spread of Yellow Flag Iris. Commissioner DeGroot signed the Logo Use Agreement.

2) Commissioner DeGroot brought to the rest of the Board's attention an opportunity to purchase 10,000 N95 masks for @2.20 each. The masks will be here in two weeks. The \$20,000 to pay for the masks would likely qualify for FEMA reimbursement at 75%. The funds for the purchase would come from the General Fund, Non-departmental budget. This topic will be brought up at the BOCC Admin meeting later today.

3) Vickie informed the Board about a Tourism Grant application from Gambler 500 that does not conform to the rules set forth in the Tourism Grant application packet. Gambler 500 is a for-profit entity and is applying for a grant for "computer app development". This is not allowed under the Travel Oregon and therefore the Klamath County guidelines of an eligible event. I let Tate Morgan know that we would still let his application go to the Committee with the understanding that it will not likely be funded unless I was incorrect in my assessment of his project. Gambler 500 will have no literal physical presence this year and the event would be completely app based. The Commissioners requests that the application be forwarded to the committee with the understanding that this event needs to be run this way because of COVID19. They would also like the committee to consider the request based on the economic impact this single event could have for north Klamath County.

13. **Adjournment**

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