

This month's meeting was held on Zoom with the following members in attendance: Cheryl Keithan, Rob Guttridge, and Don Wiley. Chair Ed Winkler was unable to attend and we have one opening for a 5<sup>th</sup> member. Office personnel attending were: Office Liaison, Leah Sundquist; Accountant, Pamela Whitten; and Staff Rep. Janaleen Williams.

Leah opened the meeting at 3:30pm and announced that there is still an open position open on the Budget Committee. Contact Leah if you know of anyone interested in applying for the vacancy. The county requires that there be five volunteer members on this committee.

Leah introduced special guest, Dr Surendra Dara who has just taken over as the new NWREC Director following Mike Bondi's retirement. Dr Dara has asked his staff to compile a list of projects that benefit Clackamas County residents and also how they are spending funds that were supplied for 2021 projects from Extension Budget dollars.

Minutes from February were read and Rob G moved to accept the minutes as written. Don W seconded the motion. Members voted to approve the February minutes.

#### Leah's Update:

- Leah requested the committee apply to the county for a full 4% of tax dollars for the EO SD in order to stay ahead of rising costs for COLA's & salary increases. When the Service District was organized, Measure 50 allowed for only a 3% increase but due to the high growth in Clackamas County we are allowed to ask for 4%. *Rob G moved to ask the county budget committee for 4% for the coming tax year. Cheryl K seconded and the vote to approve was unanimous.*
- The new position of Marketing/Media Specialist was going to be advertised as an OS 1 position but input from campus may require us to hire an employee under a REF category and that will raise the pay scale. This may reduce the job from full-time to .75 or .5 to keep costs down.
- No news on the search committees for the forestry EPA, and the new front office secretary position.
- Leah and Pamela have been running projections on future employee costs which could go as high as \$2.4 M in the next 20 years. That figure might be high as long-term employees retire and new people with less seniority take those positions.

#### Some changes to the Draft Budget of 1/15/22:

- Interest earned on the building fund was much higher in 2021 than the 3-year average. The FY23 account was reduced to an expected amount of \$86,000.
- Wages for Classified and Unclassified should be less than \$1.44M for bond ratio for approval which is 50% of current year tax projections.
- Marketing/Media staff hire could go as high as \$83,000.
- Annual financial audit and state ethics board fees will cost \$4800
- Last year's Program Facility Rental funds were not used, so that amount has been taken out of FY23 and other funding sources will be used if needed.
- NWREC S & S (\$9K ea) support of 10 Extension staff and 2 small farms staff will continue.
- Fees expense to Clackamas County to manage building funds is expected to grow as funds increase.
- Consulting Fees Expenses – Operating contingency has been reduced to 5% of annual new income.
- Capital projects reserve will be carried forward.
- Reserve for Future Period will be used for bond payments for the 20-30 year term. This used to be Building Reserve. \$9M will be paid back on the bond by the time it is paid off.
- Leah reported that the State did not come up with any funding for the building in their recent short session, nor has the county applied to the Federal Government for funding.

Building Update: Leah approached the county about how long it would take to prepare the paperwork to apply for the bond (to be sent as a bundle of requests) and they will need a push from higher sources to be encouraged to get it done this year. Right now figures are based on a bond of \$9M. Updated estimates for the building (complete as planned with total funding by Extension) will cost \$18M.

Rob Guttridge moved to close the meeting and Cheryl seconded the motion. Next meeting is April 13<sup>th</sup> on Zoom from 3:30-4:30pm. We will be voting to approve the proposed draft for FY23.

Cheryl Keithan, Secretary