BOARD OF COMMISSIONERS MEETING MINUTES

January 20, 2015

BEFORE THE BOARD OF COMMISSIONERS
County of Lake County
State of Oregon

WORK SESSION

The Lake County Board of Commissioners met in Work Session on Tuesday, January 20, 2015 at 9:00 a.m. The following members were present: Vice-Chair Ken Kestner and Commissioner Dan Shoun. Chair Brad Winters was absent from today’s proceedings. Also present: Administrative Assistant Denise Thorsted, Facilities and Properties Manager David Berman, Treasurer Ann Crumrine and Lake County Examiner Member of Press Jimmy Hall. Number of Public present: 0.

Additions:  None
Deletions:  None

The Work Session was called to order by Vice-Chairman Kestner and the Pledge of Allegiance was recited.

9:00 am – Meeting Called to Order

Other Business:

2015-2016 Budget Officer Recommendation, Action/Consideration:

Commissioner Shoun moved to approve the appointment of Ann Crumrine as the 2015-2016 Budget Officer. Commissioner Kestner second. Motion carried.

2015-2016 Budget Calendar Recommendation, Action/Consideration:

Mrs. Crumrine confirmed that the drafted schedule had been forwarded for review with no conflicts stated. Budget meetings were scheduled to have a one day break in between in order to allow for staff time to complete minutes and other needed tasks.

Commissioner Shoun moved to approve the Fiscal Year 2015-2016 Budget Schedule as presented. Commissioner Kestner second. Motion carried.

University of Oregon Park & Rec. Master Plan Contract, Action/Consideration:

Mrs. Crumrine confirmed that Lake County had been awarded an Oregon Park and Rec. grant for the purpose of drafting a Park and Recreation Master Plan. In the grant application submitted, University of Oregon Community Service Center was named as an interested contractor for creating this Plan on behalf of the County. The contract presented was for drafting and finalizing the Lake County Master Plan as outlined in the scope of work included. Time frames for this project were discussed (beginning February).
Commissioner Shoun moved to approve Subaward Agreement No. 21970 between Lake County and the University of Oregon related to the Lake County Park and Recreation Master Plan as presented. Commissioner Kestner second. Motion carried.

**Library/Sheriff Department Remodel Proposal, Action/Consideration:**

Facility and Properties Manager David Berman provided information on the drafted plans for phase I of the Courthouse remodel project. The Board was asked to approve the plans presented in order to begin moving forward.

This project was expected to make the following changes: the area formerly utilized by the library was now to include meeting rooms, the Commissioner Boardroom, Commissioner Offices, staff offices (Facilities and Properties/Economic Development) and storage space. The Assessor’s department would then relocate to the area vacated by the Commissioners (east side of Courthouse) and the Building department relocated to have separate and adequate space from the Planning department (west side of Courthouse). Closing out of Phase I would mean expansion of the Sheriff’s office and relocation of Community Corrections in the vacated Assessor space.

Commissioner Shoun moved to approve the second floor remodel plans as presented. Commissioner Kestner second.

Discussion: Commissioner Shoun expressed appreciation to Mr. Berman for his work on this project.

Motion carried.

**Special Transportation Fund 2015-2017 RFP, Action/Consideration:**

Ms. Thorsted confirmed that the Request for Proposals presented was for the distribution of both State ($160,000) and Federal ($126,000) funds to local providers for the 2015-2017 Biennium. Information was provided on the Special Transportation Fund program designed to meet the needs of local elderly and disabled (primarily). The Board expressed appreciation for Ms. Thorsted’s work on this program. Completed RFP’s were due no later than 5:00 pm on February 11, 2015 in order to be considered for funding.

Commissioner Shoun moved to approve the Request for Proposals for Transportation Services for Lake County STF Agency as presented. Commissioner Kestner second. Motion carried.

Ms. Thorsted confirmed that in near future the federal required Title VI Policy (Civil Rights Act) and the Request for Quotes for the purchase of two vans as awarded to Lake County in the Ladders of Opportunity grant process would be coming to the Board for consideration.

**Meeting Minutes, Action/Consideration:**

Commissioner Shoun moved to approve the December 17, 2014 Regular Session Meeting Minutes as presented. Commissioner Kestner second. Motion carried.

Commissioner Shoun moved to approve the December 30, 2014 Work Session Meeting Minutes as presented. Commissioner Kestner second. Motion carried.
Department Updates:
Economic Development, Rural Development Specialist Ginger Casto:
Ms. Casto provided an update on projects being worked on and contacts being made. Information was discussed on the recent public hearing held for the potential gas card lock in Silver Lake.

Liaison Updates:
No Liaison updates were given during today’s session.

Executive Session:
No Executive Session was held during today’s session.

There being nothing further to come before the Lake County Board of Commissioners, this meeting adjourned at 9:37 a.m.

Respectfully Submitted,

[Signature]
Denise Thorsted
Administrative Assistant

Board Approval,

Absent
Bradley J. Winters
Chairman

[Signatures]
Ken Kestner
Vice Chairman
Dan Shoun
Commissioner