



Jackson County Vector Control District

555 Mosquito Lane, Central Point, Oregon 97502

Telephone 541-826-2199

Fax 541-826-8553

Notice of Budget Committee Meeting

Our budget committee meeting will be held Thursday May 16th, 2024 at 5:00 PM. Board meetings can be attended in person or available via Zoom only. Zoom log-in information for the public can be found at the Districts website: <http://jcvcd.org/>, listed under public meeting notices. Board members and budget committee members will receive their log-in information with board packet. Please call or email the District office to confirm if you are able to attend or are having issues logging into Zoom.

WHO'S PRESENT? Robin Norris, Gary Stevens (Zoom), Craig Hilty, Karen Adams, Ed Burleigh, Eric Dittmer (Zoom), Geoff Taylor, Joan Lane, Trevor Morris (Zoom)

AGENDA

1. Call to Order **TIME: May 16th 4:58p.m.**

2. Approval of the Agenda

MOTION: Karen Adams

2nd: Craig Hilty

Vote: Unanimous

3. Public Comment

Notes: N/A

4. Election of Officers

The need to elect a Chairperson and a Secretary from among the members of the Budget Committee will be discussed.

Secretary: Craig Hilty

Chairperson: Robin Norris

MOTION: Karen Adams

MOTION: Karen Adams

2nd: Gary Stevens

2nd: Gary Stevens

Vote: Unanimous

Vote: Unanimous

5. Budget Message

Update: On Page #2 LB-30 change the FTE to 7 from 10.

Geoff Taylor thanks the Brewster office and Brenda Morris for their help with the assistance to restructure the accounting categories.

Robin Norris noted that the previously used accounting categories will have to stay on the report for the next three years till they can come off.

The Brewster office reviewed and said our FTE calculation only has us at 7 FTE and not 10. JCVCD will investigate the cost of insurance and see if there is a change.

Trevor Morris asked if we operate as a cash basis. Geoff Taylor said correct.

Eric Dittmer asked where we put the Grant money in the new accounting categories.

Geoff Taylor said they will still see it on the chart of accounts internal and on OR LB 20 it will be under Other Resources.

Karen Adams commented that the appropriate ending balance doubled. Trevor Morris shared that he has made a resolution to budget the saving for one year's budget operations cost. Geoff Taylor said he will investigate this and talk to Eileen. Geoff Taylor said we have reserves for emergency outbreaks and need to purchase additional pesticides and hire more employees. Robins Norris acknowledges she agrees.

Eric Dittmer asked who the budget officer is and who do they consult with to fill out the form and get cost numbers. Geoff Taylor is the budget officer, and he consults with the auditor, staff, and COLA increase.

Eric Dittmer asked if we have an issue with inflation with control materials. Geoff Taylor said no not currently but it could happen in the upcoming years. Geoff Taylor says he looks to purchase products early and when they are on sale.

Eric Dittmer asked if there is a way to see the percentage of cost on mosquito's vs tick control. Geoff Taylor said we do not have separate categories for mosquito vs tick.

Eric Dittmer asked if mosquito risk has changed. Geoff Taylor said we are trapping more, and we had the highest number of WNV last year.

Trevor Morris asked if we are going to have a tire drive. Geoff Taylor said we are working out the details.

6. Budget Process

The proposed Budget Document will be discussed by the Budget Committee.

7. Approval of the budget

The budget shall be referred to the governing body for adoption at the budget hearing.

Update: Under Materials and Services need to update the FY to 2023-2024.

MOTION: Craig Hilty

2nd: Trevor Morris

Vote: Unanimous

8. Set Date for next Budget Committee Meeting

a. May 15th 2025

9. Set Date for the Budget Hearing

a. Jun 20th 4:30p.m

10. Adjourn Time: 6:09PM

Respectively Submitted

Board Secretary/Treasurer