

Meeting Minutes for Crook County Ag Extension Service District Advisory Board Special Meeting

March 19, 2026

Board Members Present: Tory Kurtz, Jerry Brummer, Brett Dunn, Nancy Condron, Laura York and John Dehler

Board Members Absent: Hunter Neuharth, Janelle Geddes, Janice Flegel

Commissioners Present: Susan Hermreck

Staff Members Present: Nicole Strong, Amy Jo Detweiler, Jennifer Boyle, Reaza Hacker, Scott Duggan, Gordon Jones, Carmen Shelton, Gina Hallam

Budget Officer: Tim Deboodt

Call to Order

Tim Deboodt introduced himself to the group and shared that he had been appointed by the County Commission to serve as the 2026-27 Budget Officer for the Crook County Ag Extension Service District. Tim shared that he is working with Carmin and Gina as he moves through the Budget process so that they understand both the process of budgeting and then how the budget numbers are created.

Tim shared that information provided by the County, the District has been spending more than revenues and if spending levels continue into the future, the District's reserves will continue to shrink through 2030. Tim shared that there are lots of assumptions made in creating this information but the bottom line is that current spending is outpacing current revenues. He has been charge by the County to balance the budget so that the spending of reserves ends and that expenses equal revenue.

Tim then reviewed the proposed budget as it is in early development. He highlighted that the current proposal has reduced the overspending but there is still an approximate \$38000 hole to fill. He then went over the budget, line by line first reviewing anticipated revenue and then budgeted expenses.

During the review, Board members asked questions for clarification. Personnel costs (salary and OPE) are based on the rewriting of position descriptions for the 2 positions (office lead and program coordinator) and part time help necessary during the year (ex. Fair time and coverage during the year when staff had to be at trainings so the office would remain open). Discussion occurred in regard to the OSU intergovernmental obligations and the County Admin fees. Tim shared the history of these obligations and for next year, that the County and OSU costs are now in separate line items to better illustrate their costs.

Tim was asked if he had to balance the budget tonight, where he would cut. Tim responded that if he had to make that decision tonight, he would eliminate the County's

funding partnership with Community gardening (Master Gardner) and Open Campus/Juntos. This total would be approximately \$45000.

Tim asked the Committee to think about this budget and if they have any thoughts to please contact him.

A budget schedule was discussed. Tim shared that the budget must be ready for the County Commission adoption on June 3, 2026 (first Wednesday of June). Working backwards, that means the week of May 11 is when the Budget Committee/Public meeting for budget review and approval needs to occur. Tim needs to announce this meeting and have budget documents ready to go by late April.

The Committee decided that Monday, May 11, 2026 @ 6 pm is when they would meet next and during that meeting, the Budget Committee will hold their public meeting for review and approval of the proposed budget.

No actions were taken tonight in regard to the budget.

Meeting was adjourned at 8:15

Respectively submitted by Tim Deboodt, Budget Officer