

PASSEL

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

RESOLUTION AND ORDER 01-12-12-1

IN THE MATTER OF ADOPTING THE FY 2001-2002 SUPPLEMENTAL BUDGET #1 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS

WHEREAS, Supplemental Budget #1 for Fiscal Year 2001-2002 was advertised in The Register Guard on December 6, 2001, which is not less than 5 days nor more than 30 days in advance of the public hearing date as required by local budget law; and

WHEREAS, after due notice, a public hearing on the FY 2001-2002 Supplemental Budget #1 was held at 9:00 a.m. in Harris Hall, Public Service Building, Lane County on December 12, 2001; and

WHEREAS, in accordance with ORS 294.480, the governing body of any municipal corporation may make a supplemental budget for the fiscal year for which the regular budget has been prepared; and

WHEREAS, the Board having fully considered the matters discussed at the public hearing; now, therefore,

IT IS HEREBY RESOLVED AND ORDERED that the amounts for the fiscal year beginning July 1, 2001 and for the purposes as outlined on Attachment A be additionally appropriated, reduced or transferred as follows:

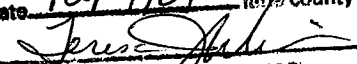
<u>Fund 124</u>	<u>General Fund</u>	<u>Amount</u>	<u>FTE</u>
	(10) Youth Services		
	Resources	\$91,636	
	Expense	125,622	0.00
	(14) Justice Courts		
	Resources	45,000	
	Expense	45,000	0.00
	(15) Public Safety		
	Resources	1,365,246	
	Expense	1,721,216	11.00
	(36) Public Works		
	Resources	(329,537)	
	Expense	(329,537)	(4.83)

	(51) County Administration		
	Resources	35,400	
	Expense	35,400	0.00
	(57) General Expense		
	Materials & Services	79,758	
	Operational Contingency	(1,120,239)	
	Operational Reserves	<u>476,770</u>	
	(57) Total	(563,711)	0.00
	(58) Information Services		
	Resources	72,104	
	Expense	72,104	0.00
<u>Fund 216</u>	<u>Parks and Open Spaces Fund</u>		
	(36) Public Works		
	Resources	200,000	
	Expenses	200,000	0.00
<u>Fund 225</u>	<u>General Road Fund</u>		
	(36) Public Works		
	Annual Appropriations	0	0.50
<u>Fund 228</u>	<u>Special Revenue and Services Fund</u>		
	(15) Public Safety		
	Resources	(2,719)	
	Expense	(2,719)	0.00
	(57) General Expense		
	Materials & Services	103,057	
	Operational Contingency	<u>1,517</u>	
	(57) Total	104,574	0.00
<u>Fund 285</u>	<u>Intergovernmental Human Services Fund</u>		
	(34) Health & Human Services		
	Resources	(9,989)	
	Expense	(9,989)	0.00
<u>Fund 286</u>	<u>Health & Human Services Fund</u>		
	(34) Health & Human Services		
	Resources	206,705	
	Expense	206,705	0.00
<u>Fund 530</u>	<u>Solid Waste Disposal Fund</u>		
	(36) Public Works		
	Resources	550,000	
	Expense	550,000	0.00

<u>Fund 539</u>	<u>Corrections Commissary Fund</u>		
	(15) Public Safety		
	Resources	(29,280)	
	Expense	(29,280)	0.00
<u>Fund 552</u>	<u>Regional Information System Fund</u>		
	(59) Regional Information System		
	Resources	246,541	
	Expense	246,541	0.00

Dated this 12th day of December 2001.


 Chair, Board of County Commissioners

APPROVED AS TO FORM
 Date 12/4/01 large county

 OFFICE OF LEGAL COUNSEL

IN THE MATTER OF ADOPTING THE FY 2001-2002 SUPPLEMENTAL BUDGET #1 MAKING,
 REDUCING AND TRANSFERRING APPROPRIATIONS

ATTACHMENT A

Budget changes and their explanations are listed below by Fund and department:

Fund 124 General Fund	<u>Amount</u>	<u>FTE</u>
(10) Youth Services		
Resources	\$91,636	
Expense	\$125,622	0.00

Title III Project: Board Order 01-12-5-2 approved the use of \$91,636 in Title III revenue and expense to provide one work crew starting January, 2002 to perform community service on Federal lands. This includes, but is not limited to, the removal of non-native plant species, repair and maintenance of existing infrastructure and the improvement of habitat. This revenue will be used to pay for the salary and benefits of County employees and the indirect costs.

LCPOA Salary Increase: Transfer in \$33,986 in expense from General Expense to cover the LCPOA salary increase budgeted in the General Fund Operational Contingency until contract negotiations were completed for the current year. The contingency funds come from the reimbursement of Title III funds for current year eligible programs.

(14) Justice Courts	<u>Amount</u>	<u>FTE</u>
Resources	\$45,000	
Expense	\$45,000	0.00

Additional Justice Court fine revenue is appropriated to cover costs for Extra Help in the Central Lane Justice Court. Fine revenue alone is projected to be up over \$119,000 from this same point last year. The following is a comparative summary of activity within the last five years:

	<u>1995</u>	<u>2001 Proj.</u>	<u>Growth</u>	<u>% Increase</u>
Traffic Cases Filed	18,691	26,724	+8,003	+43%
Small Claims	18	200	+182	+1,000%
Animal Regulation	0	577	+577	+100%
Truancy Cases Filed	0	157	+157	+100%
DMV Abstract Recalls	25	110	+85	+340%
Receipts Written	20,201	31,957	+11,456	+56%
Parks	0	?	?	?

There have been no staffing increases in this same time period. Based upon a review of current activities, it is estimated that two additional staff would be required to provide adequate staffing and coverage for vacations and sick days. County Administration is recommending that a portion of these additional funds also be used to study the Central Lane Justice Court's operations to see if there are ways to improve, streamline or automate as many functions as possible and provide additional information for review during the upcoming budget process in order to arrive at a more permanent solution.

(15) Public Safety	<u>Amount</u>	<u>FTE</u>
Resources	\$1,365,246	
Expense	\$1,721,216	11.00

Community Corr. Act (CCA) Adjustment: Remove \$173,754 in excess revenue and expense budget authority from the original budget adoption order 01-6-13-1. This order overstated the CCA dollars actually allocated to the Sheriff's Office. The computer system was down the day these final figures were developed.

Title III Projects - Current Programs: Board Order 01-12-5-2 approved the use of \$687,000 in Title III revenue to reimburse the Sheriff's Office for current operations in the areas of search and rescue with helicopter: \$253,000, national dunes deputies: \$34,000, emergency services deputies: \$50,000, and \$350,000 for additional Indirect Costs associated with the Inmate Forest Work Camp. This is revenue only. Expenses are not increased for these current programs.

Title III Projects - New/Expanded Programs: Board Order 01-12-5-2 approved the use of \$786,500 in Title III revenue and expense funding to add 11.00 FTE Emergency Services Law Enforcement deputies on Federal lands. Expenses include personnel, materials and supplies and indirect expenses. Federal lands benefiting from this increase in staffing include the National Forests, BLM and the Dunes National Recreational Area in Lane County.

Emergency Services Communications Network: \$27,000 in revenue and expense from Title III revenue will fund part of the cost to plan the replacement of the outdated Lane County emergency services radio communications system and allow reliable communications on Federal lands.

Bioterrorism Preparedness: Transfer \$53,269 in expense from Operational Reserves within General Expense to fund temporary reassignment of Bill Martin from Land Management to the Sheriff's Office to enhance the county's capability to respond to bioterrorism as a part of the county's emergency planning responsibility.

LCPOA Salary Increase: Transfer \$912,498 in expense from General Expense to cover the LCPOA salary increase. These funds were budgeted in the General Fund Operational Contingency until contract negotiations were completed. The contingency funds resulted from the reimbursement of Title III funds for current year eligible programs.

LCPOA Non-Rep Compaction: Transfer \$77,203 in expense from the General Expense Operational Reserve to fund Non-Represented salary increases which were compacted by the LCPOA contract settlement (Board Order 01-07-25-6). An additional \$29,000 in Local Law Enforcement Block Grant (LLEBG) revenue and expense arising from disparity resolution with the City of Eugene is also appropriated to fund the increase in Non-Represented salaries impacted by salary compaction with LCPOA members.

(36) Public Works	<u>Amount</u>	<u>FTE</u>
Resources	(\$329,537)	
Expense	(\$329,537)	(4.83)

Land Management Div. (LMD): A reduction in service strategy was approved by the Board of Commissioners on Nov. 28, 2001. This action was due to a downturn in the local economy. The department has submitted a reduction in revenue of (\$409,537) and a reduction in expense of

(\$329,357). This reduction will be partially offset by the addition of \$80,000 in Title III revenue for a project called Forest Fuelbreak.

The Land Management Division, Planning Program, proposes to use Title III funds for a currently budgeted, on-going activity. The Planning Program is responsible for the land use (zoning) review and approval process for development proposals on lands zoned “F-1 Non-Impacted Forest Lands” (LC 16.210) and “F-2 Impacted Forest Lands” (LC 16.211). Property within these zoning districts typically adjoins federal land as defined for Title III of PL 106-393.

Siting standards and fire prevention considerations are significant components of this initial development permit review. Access road and fuelbreak inspections are subsequently conducted by this office during its oversight of the implementation of development permit conditions.

(51) County Administration	<u>Amount</u>	<u>FTE</u>
Resources	\$35,400	
Expense	\$35,400	0.00

Printing Costs: Rebudget cash balance revenue to pay printing costs for Final Strategic Plan: \$18,200 and Popular Financial Report to the Citizens: \$17,200. Both items were originally budgeted in FY 00-01. Since the expenses did not occur until this fiscal year, the budgeted funds have lapsed and need to be reappropriated in order to cover these unbudgeted expenses.

(57) General Expense	<u>Amount</u>	<u>FTE</u>
Materials & Services	\$79,758	
Operational Contingency	(\$1,120,239)	
Operational Reserves	<u>\$476,770</u>	
(57) Total	\$513,309	0.00

Extension Services: The OSU/Lane County Extension Service is requesting an increase of \$77,000 in their Materials & Services budget by reducing their Operational Reserve to \$379,216. The additional funds will be used to support program operations and two temporary staff to help with the increased client and public load at the OSU/Lane County Extension office. Oregon State University had originally agreed to fund the positions, however, due to uncertainty around the state budget, they are deferring the filling of permanent positions.

Forest Trust Lands: Transfer \$2,758 from Operational Reserves to Materials & Services to pay for Forest Trust Lands legal fees that were not previously budgeted.

LCPOA Salary Increase: Reduce the General Fund Operational Contingency by transferring \$946,484 in expense to cover the LCPOA salary increase. These funds were budgeted in the Operational Contingency and held until contract negotiations were completed. \$912,498 in expense is transferred to the Sheriff’s Office and \$33,986 is transferred to Youth Services for the LCPOA Group workers. The contingency funds come from the reimbursement of Title III revenue for current year eligible programs.

Community Corr. Act (CCA) Adjustment: Remove \$173,755 in excess revenue and expense budget authority from the original budget adoption order 01-6-13-1. This order overstated the

CCA dollars available for allocation. This adjustment brings the Adopted Budget and the Board Order back into balance.

Title III Projects: Increase Operational Reserves by \$687,000 from Title III revenue being added to the Sheriff's Office to fund existing services. These dollars are needed to fund the LCPOA salary increase previously approved by the Board.

LCPOA Non-Rep Compaction: Transfer \$77,203 in expense from the General Fund Operational Reserve to the Sheriff's Office to fund Non-Rep salary increases resulting from compaction after approval of the LCPOA agreement (per Board Order 01-07-25-6).

Bioterrorism Preparedness: Transfer \$53,269 in expense from Operational Reserves to the Sheriff's Office to fund temporary reassignment of Bill Martin from Land Management to the Sheriff's Office to enhance the county's capability to respond to bioterrorism as part of the county's overall emergency preparedness responsibility.

(58) Information Services	<u>Amount</u>	<u>FTE</u>
Resources	\$72,104	
Expense	\$72,104	0.00

This is the non-discretionary cash carryover budget amount from FY 00-01 that is higher than originally projected. The funds are to be used for continuing countywide Data Processing purchases and projects that benefit all funds and departments.

Fund 216 Parks and Open Spaces Fund

(36) Public Works	<u>Amount</u>	<u>FTE</u>
Resources	\$200,000	
Expenses	\$200,000	0.00

Title III Project: Conservation easement in the vicinity of Goodpasture Bridge. The Toftemark Property will be purchased using Title III funds for a conservation easement. Acquisition of this riparian area property will provide preservation and protection of the greenspace lands and the water quality of the McKenzie River. This property is located just West of the Goodpasture Bridge, and about 1.5 miles from the Old Fish Hatchery. Protection of riparian areas and greenspace are identified in the Parks 2005 Plan adopted by the Board of County Commissioner in 1999. Management of the property by Lane County Parks Division would ensure the quality of park users experiences and protection of the natural, scenic, wildlife and open space values. Protection of the riparian edge along the McKenzie River ensures preservation into perpetuity and provides habitat protection for salmon as established by the Federal Endangered Species Act (ESA). The cost is actually \$220,000. \$20,000 is moved from Reserves to fully fund this project. This increase represents a 10.4% increase and is the only fund exceeding a 10% increase in this supplemental budget.

Fund 225 General Road Fund

(36) Public Works	<u>Amount</u>	<u>FTE</u>
Annual Appropriations	\$0	0.50

A full-time, one-year Associate Planner position is created to assist in the development of the Transportation System Plan for adoption in 2002. Implementation measures, such as changes to the Lane Code and Lane Manual, will also be required and will be part of this position's responsibility. This temporary position is needed from 1/1/2002 through 12/30/2002 (or last half of FY2002 and the first half of FY2003). The cost, estimated at \$40,250 will taken from the Road Fund Operational Reserves.

Fund 228 Special Revenue and Services Fund

(15) Public Safety	<u>Amount</u>	<u>FTE</u>
Resources	(\$2,719)	
Expense	(\$2,719)	0.00

Adjustment in revenue and expense to match actual cash balance carry-forward which was less than budgeted.

(57) General Expense

Materials & Services	<u>\$104,574</u>	
(57) Total	\$104,574	0.00

Adjustment in revenue and expense to match actual cash balance carry-forward. These dollars will be used to make the final Rural Tourism Marketing Plan payments for the FY 00-01 contracts and to increase FY 01-02 distributions per L.M. Chap. 4.175.

Fund 285 Intergovernmental Human Services Fund

(34) Health & Human Services	<u>Amount</u>	<u>FTE</u>
Resources	(\$9,989)	
Expense	(\$9,989)	0.00

These adjustments modify revenue and expenses to match actual grants. Some were projected figures during budget, others were additional grant dollars made available since July. The net impact is an overall reduction in the funds.

Home Tenant Based Assistance: Increasing Housing and Comm Development grant revenue and expense (Home TBA) by \$1,437, decreasing Homeless Shelter (LIRHF) revenue and expense by \$1,465 and decreasing the Client Support fund revenue by \$28 to match actual changes in state grant funding.

Intergovernmental Human Services: Increasing County Overhead charges by \$999 and decreasing Professional & Consulting due to initial overbudget to match actual grant funding.

Homeless Assistance Services: Decreasing SHAP revenue by \$7,847, decreasing county overhead charges and contracts in agency payments to match actual state grant funding.

Emergency Shelter Services: Decreasing ESGP revenue by \$8,584, along with county overhead and contracts in agency payments to match actual state grant funding.

Emergency Assistance: Decreasing HSP revenue and agency payments by \$586 to match actual state grant funding.

Emergency Housing Account: Increasing EHA revenue by \$7,056 to match state revenue. Increasing agency payments and office supplies expense by an equal amount.

Fund 286 Health & Human Services Fund

(34) Health & Human Services	<u>Amount</u>	<u>FTE</u>
Resources	\$206,705	
Expense	\$206,705	0.00

The supplemental includes changes in the following program areas:

Prevention Coordination: Changing appropriations to match the grants. Overall increase of \$26,515 in revenue & expenses (personnel increase to cover working employees extra hours).

Developmental Disabilities: Increasing grant revenue \$52,740 and LaneCare revenue contribution \$10,000. Decreasing cash balance by \$62,740. Decreasing Deschutes county revenue contribution \$35,693. Personnel (lapse dollars from vacant positions) and M&S expense reduced by same amount.

Public Health: Increase Family Planning Expansion Project (FPEP) revenue collections from Lane Community College billings by \$59,400. Also increased intergovernmental agreement (IGA) expense by same amount. Cancer Screening Education - Increase in revenues & expense in the amount of \$12,800. Maternal Child Health - Increased \$2,500 in revenue & expense for ACTS contract/child safety. Tobacco program - increased \$1,500 in revenue & expenses for American Cancer Society contribution to Youth Summit Conference. Public Health subcontracts - Increased \$10,439 in revenue & expense for additional STARS dollars.

Drug Court: Removed \$65,000 Dept. of Justice revenue and increased cash balance by \$40,436. Overall decrease in revenue & expenses of \$24,564 to match available funding.

Community Corrections Subcontracts: Reduced release subsidy revenue by \$655. Moved expense from agency payments to IGA to correct budgeted amounts. Net change is \$655.

Correct Budget Error: Budget Committee reduction in Community Corrections Act funding was mistakenly taken out twice, once by the department and again by County Admin. Budget staff. This adjustment restores \$78,099 in revenue and expense as was originally intended by the Board.

Fund 530 Solid Waste Disposal Fund

(36) Public Works	<u>Amount</u>	<u>FTE</u>
Resources	\$550,000	
Expense	\$550,000	0.00

Title III Crocker Property Conservation Easement: \$550,000 in Title III revenue and expense will help purchase a piece of property for a conservation easement. The Waste Management Division (WMD) will also transfer \$350,000 out of Operational Reserves into Capital Projects for this purchase to bring the total expense budget to \$900,000. The new property will also provide opportunities for wetland mitigation and the continued development of the County's Short Mountain Landfill.

Fund 539 Corrections Commissary Fund

(15) Public Safety	<u>Amount</u>	<u>FTE</u>
Resources	(\$29,280)	
Expense	(\$29,280)	0.00

The budgeted fund balance was an estimate. This decrease in revenue and expense will bring the balance down to equal the FY 00-01 actual remaining balance in the fund.

Fund 552 Regional Information System Fund

(59) Regional Information System	<u>Amount</u>	<u>FTE</u>
Resources	\$246,541	
Expense	\$246,541	0.00

This supplemental budget adjustment serves two primary purposes. First, it accounts for \$208,854 in unanticipated cash balance revenue from last fiscal year and appropriates these dollars in additional personal services and materials & services expenses. It also makes \$37,687 in technical adjustments by transferring expense funds from an Operational Contingency account into a Fiscal Transfer line. These funds will then be transferred as part of an accounting process into an administrative program within RIS, thus necessitating the increase of \$37,687 in revenue in the receiving program. The additional revenue is then budgeted in a new Operational Reserve for future liabilities.