

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

RESOLUTION AND ORDER 97-  97-12-17-1	) ) ) ) )	IN THE MATTER OF ADOPTING THE 1997-98 SUPPLEMENTAL BUDGET #1, MAKING AND TRANSFERRING APPROPRIATIONS
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**WHEREAS**, Supplemental Budget #1 for Fiscal Year 1997-98 was advertised as required by local budget law in The Register Guard on December 7, 1997; and

**WHEREAS**, after due notice, a public hearing on the FY 1997-98 Supplemental Budget #1 was held at 9:00 a.m. in Harris Hall, Public Service Building, Lane County on December 17, 1997; 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, 1997 and for the purposes as outlined on Attachment A be additionally appropriated or transferred and positions established as follows:

<u>Fund 24</u>	<u>General Fund</u>	<u>Amount</u>	<u>FTE</u>
	(03) County Administration		
	Resources	\$81,948	
	Expense	\$81,948	0.00
	(05) Public Safety		
	Resources	\$520,654	
	Expense	\$520,654	0.58
	(06) Public Works		
	Resources	\$23,877	
	Expense	\$23,877	0.00
	(08) Information Services		
	Resources	\$329,548	
	Expense	\$329,548	0.00

FILED

DEC 29 1997

COUNTY CLERK

BY M. Bulding

	(10) Youth Services		
	Resources	\$235,532	
	Expense	\$235,532	0.00
	(11) District Attorney		
	Resources	\$14,254	
	Expense	\$14,254	0.00
	(12) Children & Families		
	Resources	\$39,332	
	Expense	\$39,332	0.00
	(17) General Expense		
	Materials & Services	\$210,104	
	Operational Reserve	<u>\$490,517</u>	
	17 Total	\$700,621	0.00
	(18) Human Resources & Management Services		
	Resources	\$407,603	
	Expense	\$407,603	0.00
<u>Fund 14</u>	<u>Employee Benefits Fund</u>		
	(17) General Expense		
	Fiscal Transactions	\$4,000	
	Operational Reserves	<u>(\$4,000)</u>	
	17 Total	\$0	0.00
<u>Fund 16</u>	<u>Parks and Open Spaces Fund</u>		
	(06) Public Works		
	Resources	\$265,209	
	Expenses	\$265,209	0.00
<u>Fund 18</u>	<u>Corrections Operations Fund</u>		
	(04) Health & Human Services		
	Resources	\$294,771	
	Expenses	\$294,771	0.00
	(05) Public Safety		
	Resources	\$106,732	
	Expense	\$106,732	1.74
<u>Fund 19</u>	<u>Motor &amp; Equipment Pool Fund</u>		
	(06) Public Works		
	Resources	\$883,285	
	Expenses	\$883,285	0.00

<u>Fund 28</u>	<u>Special Revenue/Services Fund</u>		
	(05) Public Safety		
	Resources	\$1,895	
	Expense	\$1,895	0.00
	(17) General Expense		
	Materials & Services	\$66,650	
	17 Total	\$66,650	0.00
<u>Fund 30</u>	<u>Solid Waste Disposal Fund</u>		
	(06) Public Works		
	Resources	\$1,065,000	
	Expense	\$1,065,000	0.00
<u>Fund 49</u>	<u>J.T.P.A. Fund</u>		
	(07) J.T.P.A.		
	Resources	\$619,904	
	Expense	\$619,904	0.00
<u>Fund 52</u>	<u>Information Systems Fund</u>		
	(09) Regional Information Systems		
	Resources	\$327,334	
	Expenses	\$327,334	2.57
<u>Fund 54</u>	<u>Juvenile Justice Center Construction Fund</u>		
	(17) General Expense		
	Capital Projects	\$10,420,000	
	Operational Reserves	(\$10,777,103)	
	17 Total	(\$357,103)	0.00
<u>Fund 83</u>	<u>Animal Regulation Authority Fund</u>		
	(18) Human Resources & Management Services		
	Resources	\$81,426	
	Expense	\$81,426	2.21
<u>Fund 85</u>	<u>Joint Social Services Fund</u>		
	(04) Health & Human Services		
	Resources	\$443,219	
	Expense	\$443,219	0.00
<u>Fund 86</u>	<u>Health &amp; Human Services Fund</u>		
	(04) Health & Human Services		
	Resources	\$1,304,056	
	Expense	\$1,304,056	0.23

Dated this 17<sup>th</sup> day of December 1997.

  
Chair, Board of County Commissioners

APPROVED AS TO FORM

Date 12/9/97 Lepp county

  
OFFICE OF LEGAL COUNSEL

IN THE MATTER OF ADOPTING THE 1997-98 SUPPLEMENTAL BUDGET #1, MAKING AND TRANSFERRING APPROPRIATIONS.

**ATTACHMENT A**

BOOK **159** PAGE **1983**

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

<b><u>Fund 24</u></b>	<b><u>General Fund</u></b>	<b><u>Amount</u></b>	<b><u>FTE</u></b>
	<b>(03) County Administration</b>		
	Resources	\$81,948	
	Expense	\$81,948	0.00

Within the Community & Economic Development program: increase cash carry over from 96/97 to reflect balance as of June 30, 1997: \$24,272 video lottery (vidlot) 96/97; \$34,799 vidlot 95/96; \$5,441 technical assistance 96/97. Salary Offset was increased with tech asst \$5,441; Capital Outlay was increased \$3,000 for computer purchase. The balance of \$56,070 is put into contingency.

Within Rural Development program: increase cash carry over to reflect balance of \$17,437 as of June 30 1997: \$12,437 vidlot split \$5,000 into salary offset; \$6,000 into computer purchases; and \$1,437 into contingency. \$5,000 for Bike Tour Map placed in Printing & Binding.

	<b>(05) Public Safety</b>		
	Resources	\$520,654	
	Expense	\$520,654	0.58

Add \$74,002 for Police Services contracts that were negotiated with Willamette national Forest after budget was adopted. Marijuana total \$35,000 (\$5,000 more than appropriations) and recreational support \$11,000. Also, Dept of Justice contract negotiated late for \$36,000.

Add \$36,000 to establish a Deputy Sheriff 2 position to be funded by revenue from the Violence Against Women Act (VAWA) Grant.

Add \$289,467 in cash carry forward in SB 1145 New Impact funds for equipment ordered but not received by the county by June 30, 1997.

Add \$27,381 in cash carry forward from dedicated grant and fee revenue derived from the Electronic Supervision program.

Add \$17,240 in cash carry forward for unspent funds remaining encumbered at the end of FY 96-97 to continue the Special Law Enforcement Service District contract with SPEER, HOYT, JONES, POPPE & WOLF.

	<b>(06) Public Works</b>		
	Resources	\$23,877	
	Expense	\$23,877	0.00

Add \$16,163 in the Land Management Div. (LMD) Compliance Program for increased "Fines, Forfeitures & Penalties".

Add \$7,7144 to the LMD Planning Program for "Miscellaneous Reimbursements" estimated at \$20,000 for the year. After the first quarter there has been a total of \$27,714 received.

BOOK 159 PAGE 1984

\$10,000 of these "unanticipated" revenues are to put into "Data Processing Equipment" to fund the purchase of 5 PC's used for the implementation and administration of the Sierra Permit Tracking software. The remainder will be put into an operational contingency.

**(08) Information Services**

Resources	\$329,548	
Expense	\$329,548	0.00

Add \$329,548 in cash carry forward paid by all departments, primarily the special revenue funds. The carry forward will be used for county wide information system projects that were not previously budgeted, but are expected to continue for several years including:

1. RIS Year 2000 Conversion.

Lane County (LC) Cost: \$25,000 for FY 97/98      \$40,000 for FY 98/99

This is needed to update the mainframe operating system and utilities for the year 2000. We already know that the largest system, AIRS, will not be off the mainframe by the year 2000. RIS has 12+ software systems that need to be updated for the year 2000. They need to start these upgrade now and can not wait to see what other systems will remain on the mainframe after the year 2000.

2. Internet Firewall.

Lane County (LC) Cost: \$27,192      Total Cost: \$80,000 (estimate)

The Regional Management Team (RMT) approved a RIS proposal to start a project to evaluate and install an Internet firewall. This firewall will provide additional security for inbound Internet transaction processing and improve access control over outbound Internet use. Funds were never allocated for this project. The firewall is essential if the RIS agencies are going to do any transaction processing over the Internet.

3. Fiber Optic Cable Project:

Fiber to Delta: Installation cost: \$26,250; ongoing (6 yr agreement) \$525 per month.

Fiber to Youth Services: Installation cost: \$8,750; ongoing (6 yr agreement) \$525 per month.

4. Common Network Operating System (NOS) Project

Public Works: \$64,300, H&HS: \$36,200, A&T: \$21,000, Deeds & Records: \$12,000. These estimated costs reflect hardware, software, and contracting services. They *do not* include staff labor costs and are very rough estimates. In addition, we have to purchase additional equipment to move the County to one network operating system. Some of the smaller items are budgeted in the IS

department, however, we have no capital if we have to buy another server to do the migration.

BOOK 159 PAGE 1985

**(10) Youth Services**

Resources	\$235,532	
Expense	\$235,532	0.00

Add cash carry forward from the following grant programs:

- \$4,529 from the Intensive Supervision Program,
- \$77,640 from the Oregon Youth Authority,
- \$4,264 from the New Opportunities grant,
- \$149,099 for the CSAT grant.

Since these are non-discretionary funds, they need to be appropriated back to the department to continue with the intended grant activities.

**(11) District Attorney**

Resources	\$14,254	
Expense	\$14,254	0.00

Add \$14,254 from the Violence Against Women Act (VAWA) Grant.

**(12) Children & Families**

Resources	\$39,332	
Expense	\$39,332	0.00

Add \$39,332 in state grant funds that lapsed at the end of FY 96-97 that need to be carried forward as a non-discretionary cash balance.

**(17) General Expense**

Materials & Services	\$210,104	
Operational Reserve	<u>\$490,517</u>	
17 Total	\$700,621	0.00

Add \$187,790 in SB 1065 Jail Assessment cash balance as dedicated non-discretionary revenue for:

- AIRS RFP to Review Downsizing Plan.  
LC Cost: \$43,000      Total Cost: \$110,000  
Review of the AIRS downsizing plan by outside consultant is necessary to verify that we are going in the right direction with AIRS.
- Public Safety Support Services Systems Consolidation RFP  
LC Cost: \$12,680      Total Cost: \$60,000 - \$80,000  
This is an RFP being put forward at the recommendation of the Public Safety Coordinating Council (PSCC) by the Lane Council of Governments (LCOG). The \$12,680 is estimated to be Lane County's share of the total cost to examine the feasibility of combining 911 and agency dispatch/records operations, etc. into a single interjurisdictional operation.

- The balance of these one-time funds are available for other Corrections, Juvenile and certain approved mental health programs or projects as determined by the Board of County Commissioners.

Add \$47,652 of cash carry forward resulting from Community Corrections Grant funds that, because they were unobligated at the end of the last biennium, must be repaid to the state.

BOOK 159 PAGE 1986

Reduce the grant funded Economic Development program responsible for water system improvements by \$25,338 as a result of an apparent cost overrun last year that was actually due to not receiving revenue reimbursement in a timely fashion. By making this reduction in appropriation, the General Fund is repaid from prior year revenues received after July 1st of the new fiscal year.

**(18) Human Resources & Management Services**

Resources	\$407,603	
Expense	\$407,603	0.00

Add \$407,603 in cash carry forward. These are the proceeds from the sale of foreclosed property to be used to purchase a new site for relocating the National Guard Armory.

**Fund 14      Employee Benefits Fund**

**(17) General Expense**

Fiscal Transactions	\$4,000	
Operational Reserves	<u>(\$4,000)</u>	
17 Total	\$0	0.00

Transfer \$4,000 from Operational Reserves into Fiscal Transactions to balance the transfer of funds into the General Fund. Only \$250,000 was budgeted as a transfer out while \$254,000 is budgeted as a transfer into the General Fund as approved by the Budget Committee and Board of Commissioners. This \$4,000 transfer will bring the overall transfer between funds back into balance.

**Fund 16      Parks and Open Spaces Fund**

**(06) Public Works**

Resources	\$265,209	
Expenses	\$265,209	0.00

In Park Operations, add \$2,500 for underestimated Gas Tax Refund from the Oregon State Marine Board for boat landing maintenance. Add \$23,276 in additional cash balance to cover increases due to labor negotiations and put \$12,798 into Operational Contingency.

In Parks Capital Improvements, add \$15,000 for Sandpines easement purchase and \$145,890 from State Game Commission to complete Signal Point - Phase 2 project delayed due to weather constraints. Add \$78,543 in unanticipated cash balance and reduce Operational Contingency to move funds into general

construction to complete projects intended to be completed in FY 96-97; revised estimates for development projects for FY 97-98; and grant match funds for Westlake and Fern Ridge projects.

**Fund 18**

**Corrections Operations Fund**  
**(04) Health & Human Services**

BOOK 159 PAGE 1987

Resources	\$294,771	
Expenses	\$294,771	0.00

Add \$9,240 in unanticipated Medicaid revenue, of which \$4,400 will be used for a polygraph contract and the balance for office expenses such as phones and copier.

Add \$285,531 in cash balance carry forward of excess Medicare/Medicaid revenue into Operational Contingency for payback to state. Also meets requirement for Managed Care reserved, per agreement with the state.

**(05) Public Safety**

Resources	\$106,732	
Expense	\$106,732	1.74

Add \$106,732 in project revenue to establish three (3) new deputy sheriff 2 positions in the forest work crew program for the remainder of this fiscal year to supervise additional inmate crews in revenue producing projects.

**Fund 19**

**Motor & Equipment Pool Fund**  
**(06) Public Works**

Resources	\$883,285	
Expenses	\$883,285	0.00

Add \$883,285 in unanticipated cash balance excess and put into Operational Reserves for future years.

Transfer \$45,000 from Operational Contingency into Capital Outlay for purchase of a new truck chassis to replace a 1978 chassis. Road Maintenance is experiencing continual problems with this 20 year old truck engine and replacement is recommended.

**Fund 28**

**Special Revenue/Services Fund**  
**(05) Public Safety**

Resources	\$1,895	
Expense	\$1,895	0.00

Add \$1,895 in funds donated by a private organization that are to be used to recognize employees of the Sheriff's Office for exceptional and outstanding performance of duties in their positions.

**(17) General Expense**

Materials & Services	\$66,650	
17 Total	\$66,650	0.00

BOOK 159 PAGE 1988

Add \$30,820 for RCIC and Community & Economic Development cash carry forward of unexpended video lottery funds for project expenses.

Add \$5,830 of unanticipated cash balance for Rural Tourism projects.

Add \$30,000 of unanticipated cash balance for Transient Room Tax funds for Visitor Marketing Services.

**Fund 30      Solid Waste Disposal Fund**

**(06) Public Works**

Resources	\$1,065,000	
Expense	\$1,065,000	0.00

Add \$1,065,000 in unanticipated cash balance: \$21,255 in capital outlay for Household Hazardous Waste, machinery and equipment; \$121,179 in Materials & Services for award for attorney fees in Friends of the Coast Fork v Lane County, and miscellaneous expenses; \$185,709 for electrical and engineering project expenses; and \$736,857 into Operational Reserves.

**Fund 49      J.T.P.A. Fund**

**(07) J.T.P.A.**

Resources	\$619,904	
Expense	\$619,904	0.38

J.T.P.A. has received a number of unanticipated grants that need to be appropriated. They are as follows:

*One-Stop-Shop Implementation* grant for \$200,000: from the U.S. Department of Labor to implement the USDOL initiative of One-Stop-Shops for Lane County employment and training programs. The grant is a three year grant with sufficient funding being appropriated in the 97-98 budget year to accomplish the first phase of the plan. The grant provides for the purchase of telecommunication hardware and software to connect social services agencies throughout Lane County. The initial phases of the grant will be the construction of an Internet referral system for clients. A common application for services format will be developed.

To accommodate this grant, staffing will be increased from .25 FTE to 1.0 FTE in an existing staff position. Because this increase is mid year, the actual FTE increase is .38 till June 30, 1998.

*JTPA Title III Rapid Response Funds - Dislocated Workers* for \$57,381: a U.S. Department of Labor - JTPA Administration grant was received in response to the recent announcement of plant closure at the Lane Plywood Mill. Under terms of the grant, SWPIC will provide initial dislocated worker services to employees

who have layoff notices. SWPIC has installed a computer with Internet capability for job search and tutorials for resume preparation at the Mill. Orientations are underway for the employees to inform them of their options. SWPIC will administer the bulk of funding to Lane Community College's Employment and Training Dept. for Dislocated Workers who wish to obtain retraining services.

BOOK 159 PAGE 1989

*JTPA Title III Secretary's National Discretionary Reserve Funding for Dislocated Worker's* for \$308,593: a grant from the U.S. Department of Labor, this is a two year grant which will be delivered by contract through Lane Community College. The focus of the grant is timber and fishing industry related downsizing. A second focus of the grant is for layoffs in tertiary industries or business which depended on the timber or fishing industry. Plan calls for direct services to 145 Lane County residents who are eligible under the grant.

*JOBS Supplemental Obligor Services:* SWPIC has been awarded a grant of \$53,930 to provide services to unemployed, non-custodial parents of children who receive welfare benefits. This project will extend for a ten month period from December, 1997 through September 30, 1998. The purpose of the project is to assist obligors, as they are called by Adult and Family Services, to become employed so that they can contribute to the financial support of their children. It is anticipated that 40 Lane County residents will be served. Participants will receive a variety of services, including life skills instruction, job search skills instruction, structured job search, referral to unsubsidized employment as well as to employment subsidized through JOBS Plus, the support for job retention. Support services will be provided to participants by Adult and Family Services. This project will be funded through a welfare reform discretionary grant awarded to the State of Oregon by the federal government. Lane County and Douglas Counties were selected by the State for this project implementation.

**Fund 52**

**Information Systems Fund**

**(09) Regional Information Systems**

Resources	\$327,334	
Expenses	\$327,334	2.57

Add \$36,468 for FY 96-97 cash carryover; \$92,000 grant for a District Attorney Case Management System approved in Board Order #97061813, and add a System Programmer and Accounting Clerk on 1/1/98 as recommended by the Regional Information Officer's (RIO) group. Transfer \$66,544 from Operational Contingency to cover bargaining unit COLA adjustments. Add \$132,322 in unanticipated appropriations for RIO approved Electronic Fax Gateway, basic Internet Firewall, Mainframe 2000 products, and a backup HP LX server, and to increase existing staff to handle the increased projects.

**Fund 54**

**Juvenile Justice Center Construction Fund**

**(17) General Expense**

Capital Projects	\$10,420,000	
Operational Reserves	(\$10,777,103)	
17 Total	(\$357,103)	0.00

Reduce Operational Reserves due to a lower than expected cash carry forward resulting from the Elks land purchase in FY 96/97.

BOOK 159 PAGE 1990

Also, transfer \$10,420,000 from Operational Reserves into Capital Projects to meet the Guaranteed Maximum Price (GMP) construction contract total.

**Fund 83**

**Animal Regulation Authority Fund**

**(18) Human Resources & Management Services**

Resources	\$81,426	
Expense	\$81,426	2.21

Add \$81,426 in additional revenue from the City of Eugene that was previously reduced. This was fully discussed during budget adoption, but was not enacted at that time. The net effect is to restore several positions for the entire year.

**Fund 85**

**Joint Social Services Fund**

**(04) Health & Human Services**

Resources	\$443,219	
Expense	\$443,219	0.00

Add \$143,267 for actual June expenses that could not be billed and revenue received until July.

Add \$13,387.76 for larger than anticipated cash balance to be allocated for continuation of program expenses.

Add \$16,160 for FY 96/97 expenses that have been paid in FY 97/98 due to reimbursement billing.

Add \$7,000 for Additional private donation funding.

Add \$47,403.64 to professional & consulting and to create an operational contingency with revenue collected above expected expenditures.

Add \$179,000 in additional funding from the City of Eugene for: \$100,000 to Looking Glass Homeless & Youth Service contracts (split between two contracts); \$50,000 to St. Vincent de Paul - interfaith shelter; and \$29,000 to Looking Glass - Evaluation/Treatment Center contract.

Add \$37,000 for the Starfish Project. H&HS will have a personal services contract with someone to raise funds from donations and coordinate expending the funds for families in need of stabilization. St Vincent, Lane Shelter & Catholic Community Services will identify the eligible recipients and Lane County will act as the fiscal agent.

**Fund 86**

**Health & Human Services Fund**

**(04) Health & Human Services**

Resources	\$1,304,056	
Expense	\$1,304,056	0.23

BOOK **159** PAGE **1991**

Add \$866,827 in unanticipated cash carry forward to be distributed as follows:

- \$8,027 for Administration to help fund a new half time Admin. Analyst to do reconciliations and special project analyses to keep budgets and contract on track and to complete special projects for Managed Care;
- \$108,845 for Developmental Disabilities subcontracts and contingency;
- \$93,783 for Public Health to share cost of half time Admin. Analyst and a new full time Accounting Clerk to deal with extra workload from addition of WIC and Parole & Probation. Also rebudget carpeting at annex that was delayed due to the roofing project;
- \$189,042 for Mental Health for software, extra help, building safety remodel and contingency;
- \$54,682 into contingency for Child Mental Health;
- \$265,104 in state grant funds for Parole & Probation for share of Accounting Clerk positions, extra help, and the balance into a program contingency;
- \$78,017 in Environmental Health for payback to the state and contingency;
- \$69,326 in Family Mediation to increase a .5 Family Mediator to full time and \$15,000 for new lease payment and remodel of space;
- \$490,517 in unexpended General Funds to be budgeted as a transfer payment back to the General Fund.