

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

BOOK 158 PAGE 1836

RESOLUTION AND
ORDER 97-2-5-1

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IN THE MATTER OF ADOPTING THE
1996-97 SUPPLEMENTAL BUDGET #2,
MAKING AND TRANSFERRING
APPROPRIATIONS

WHEREAS, Supplemental Budget #2 for Fiscal Year 1996-97 was advertised as required by local budget law in The Register Guard on January 21, 1997, and the second notice required by local budget law appeared in The Register Guard on January 26, 1997; and

WHEREAS, after due notice, a public hearing on the FY 1996-97 Supplemental Budget #2 was held at 9:00 a.m. in Harris Hall, Public Service Building, Lane County on February 5, 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, 1996 and for the purposes as outlined on Attachment A be additionally appropriated or transferred as follows:

<u>Fund 24</u>	<u>General Fund</u>	<u>Amount</u>	<u>FTE</u>
	(01) Assessment & Taxation		
	Resources	\$13,710	
	Expenses	\$13,710	0.00
	(03) County Administration		
	Resources	(\$49,522)	
	Expenses	(\$49,522)	0.00
	(04) Health & Human Services		
	Resources	(\$1,195,998)	
	Expenses	(\$1,195,998)	0.00
	(05) Public Safety		
	Resources	\$45,795	
	Expenses	\$45,795	0.00

FILED

FEB 07 1997

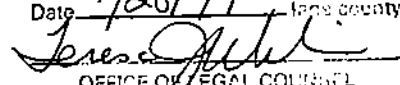
COUNTY CLERK
BY Peggy Ford

	(06) Public Works		
	Resources	\$7,732	
	Expenses	\$7,732	0.00
	(10) Youth Services		
	Resources	\$189,665	
	Expenses	\$189,665	0.00
	(17) General Expense		
	Materials & Services	\$50,000	
	Capital Outlay	\$110,004	
	Operational Reserves	<u>\$323,925</u>	
	(17) Total	\$483,929	0.00
<u>Fund 12</u>	<u>Self Insurance Fund</u>		
	(17) General Expense		
	Materials & Services	<u>\$129,462</u>	
	(17) Total	\$129,462	0.00
<u>Fund 18</u>	<u>Corrections Operations Fund</u>		
	(04) Health & Human Services		
	Resources	\$374,812	
	Expenses	\$374,812	0.00
<u>Fund 21</u>	<u>Fair Board Fund</u>		
	(51) Fairboard		
	Resources	\$775,000	
	Expenses	\$775,000	0.00
<u>Fund 23</u>	<u>Fairboard Debt Service Fund</u>		
	(17) General Expense		
	Operational Reserves	<u>\$250,000</u>	
	(17) Total	\$250,000	0.00
<u>Fund 25</u>	<u>General Road Fund</u>		
	(06) Public Works		
	Resources	\$276,000	
	Expenses	\$276,000	0.00
<u>Fund 28</u>	<u>Special Revenue/Services Fund</u>		
	(10) Youth Services		
	Resources	\$7,531	
	Expenses	\$7,531	0.00

<u>Fund 30</u>	<u>Solid Waste Disposal Fund</u>		
	(06) Public Works		
	Resources	\$0	
	Expenses	\$0	0.42
<u>Fund 35</u>	<u>Capital Improvement Fund</u>		
	(17) General Expense		
	Materials & Services	(\$50,000)	
	Capital Outlay	<u>(\$582,390)</u>	
	(17) Total	(\$632,390)	0.00
	(18) Human Resources and Management Services		
	Resources	\$1,375,000	
	Expenses	\$1,375,000	0.00
<u>Fund 40</u>	<u>Public Land Corner Preservation Fund</u>		
	(06) Public Works		
	Resources	\$0	
	Expenses	\$0	0.00
<u>Fund 41</u>	<u>County School Fund</u>		
	(17) General Expense		
	Materials & Services	\$6,859,200	
	Fiscal Transactions	<u>(\$6,859,200)</u>	
	(17) Total	\$0	0.00
<u>Fund 49</u>	<u>J.T.P.A. Fund</u>		
	(07) J.T.P.A.		
	Resources	\$147,489	
	Expenses	\$147,489	0.00
<u>Fund 51</u>	<u>Fairgrounds Construction Fund</u>		
	(51) Fairboard		
	Resources	(\$250,000)	
	Expenses	(\$250,000)	0.00
<u>Fund 52</u>	<u>Information Systems Fund</u>		
	(09) Regional Information Systems		
	Resources	\$432,216	
	Expenses	\$432,216	0.00
<u>Fund 86</u>	<u>Health & Human Services Fund</u>		
	(04) Health & Human Services		
	Resources	\$357,449	
	Expenses	\$357,449	0.30

Dated this 5th day of February 1997.


Chair, Board of County Commissioners

APPROVED AS TO FORM
Date 1/28/97 1996 county

OFFICE OF LEGAL COUNSEL

IN THE MATTER OF ADOPTING THE 1996-97 SUPPLEMENTAL BUDGET #2, MAKING AND TRANSFERRING APPROPRIATIONS.

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

<u>Fund 24</u>	<u>General Fund</u>	<u>Amount</u>	<u>FTE</u>
	(01) Assessment & Taxation		
	Resources	\$13,710	
	Expenses	\$13,710	0.00

Personal computer equipment approved by the County Administrator for this department was ordered and received in June of last fiscal year. Because the invoice was incorrect, the county requested the manufacturer correct the problem. When the invoice was finally corrected, it was past the deadline for charging the expense to last fiscal year. As a result, the purchase was charged to the current year and funds budgeted for this expense lapsed into the cash balance. The department requests that \$13,710 of the lapse be appropriated from the cash carry forward to cover this unanticipated expense.

	(03) County Administration		
	Resources	(\$49,522)	
	Expenses	(\$49,522)	0.00

Lane County was awarded a \$75,522 Telecommunications and Information Infrastructure Assistance program grant through the National Department of Commerce for information systems planning by Public Safety Coordinating Council (PSCC) staff. Since the Lane Council of Governments (LCOG) now has the staff for the PSCC, the Board has approved transferring authority to receive this grant to LCOG. As a result, this grant appropriation needs to be removed.

In addition, while the current year increase in the Commissioner's salaries came from savings realized from the vacant Performance Auditor position, the \$26,000 in retroactive pay was to come from the higher than anticipated cash balance realized from prior year savings. These additional revenues are therefore appropriated to cover this cost.

	(04) Health & Human Services		
	Resources	(\$1,195,998)	
	Expenses	(\$1,195,998)	0.00

The FY 96-97 Budget appropriated \$1.1 million in the General Fund in anticipation of the State's transfer of the Parole & Probation function to the County beginning January 1, 1997. After passage of Ballot Measure 47, the County Administrator decided that it would be better to NOT place the new Grant-In-Aid funds for Parole & Probation into the General Fund. The risk was that it might be tainted and make future fee adjustments more difficult. Instead, the grant funds have recently been appropriated by grant resolution in Fund 86 within the Department of Health & Human Services. This supplement budget

therefore removes the unused Parole & Probation appropriation from the General Fund.

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(05) Public Safety

Resources	\$45,795	
Expenses	\$45,795	0.00

Funds are appropriated for a Department of Justice Marijuana Eradication contract that was not foreseen at the time the budget was adopted.

(06) Public Works

Resources	\$7,732	
Expenses	\$7,732	0.00

Past practice for the Land Management Division has been to collect money for the State electrical permits and remit it to the State the following month. During June, 1996, for example we collected \$8,690 and paid the State their share of \$7,731.26 in July, 1996.

This process worked fine in the past because we always had July revenue to cover June's payment. At the end of last fiscal year, the State changed their contract requiring the county to remit their money to them on the following business day. This means there was not sufficient time to generate the cash the following month to make the payment. A large negative balance was the result.

Because the contract change was not anticipated, the cash that was collected in June that should have been paid in July was not appropriated. Instead, it lapsed into the General Fund cash balance. The department requests that \$7,732 of cash carry forward that belonged to the State be appropriated to cover this payment. Funds will be budgeted to cover this expense in future budgets.

(10) Youth Services

Resources	\$189,665	
Expenses	\$189,665	0.00

Non-discretionary cash carry forward of unspent grant dollars was larger than anticipated. This supplemental budget appropriates the additional funds necessary to complete the original grant required activities, which include the New Opportunities grant and State Wrap-Around fund, both from the Lane County Dept. of Health & Human Services.

(17) General Expense

Materials & Services	\$50,000	
Capital Outlay	\$110,004	
Operational Reserves	<u>\$323,925</u>	
(17) Total	\$483,929	0.00

The Board appropriated \$25,000 in General Funds and anticipated using Community Corrections Act (CCA) grant lapse to pay the remaining \$50,000 to come up with the \$75,000 annual cost for the County's share of PSCC staffing costs. When it became clear that all available CCA grant funds would be needed to cover the costs of transitioning the Parole & Probation function from the State to the County, the CCA funds were no longer available.

In the last two years, SB 1065 or County Jail Assessment funds have come in higher than budgeted. Since these funds can only be spent for certain public safety and youth operating, capital and planning programs, and for approved treatment programs, and since PSCC costs are an eligible use, \$50,000 is appropriated as the remaining piece of the County's share of the PSCC staffing cost.

Secondly, an additional \$110,004 is appropriated from the cash carry forward as recommended by the Finance & Audit Committee to cover the increased costs for the new Elections computer software system after the original contractor defaulted.

And lastly, the \$323,925 is a transfer payment from Health & Human Services Fund 86. Approximately \$48,000 is from unspent or lapsed General Funds. The balance, or \$275,925, is from prior year revenue repaid to H&HS that should have come into the county at the time the department was still in the General Fund. Because these funds are not earmarked for expenditure, but have been included in the overall cash balance discussion, they are appropriated as additional operational reserves.

Fund 12

Self Insurance Fund

(17) General Expense		
Materials & Services	<u>\$129,462</u>	
(17) Total	\$129,462	0.00

Insurance payments to reimburse the county for costs associated with the Extension Services building fire, the D8 Cat fire at Short Mountain and the Solid Waste trailer fire at the Marcola dump site are appropriated. A portion of this appropriation will be to reimburse the Fleet Fund for costs incurred in repairing the D8 Cat and for having a replacement trailer built. Since funds for the Extension Building have already been paid out of the Self Insurance fund, the remaining dollars are appropriated to provide the fund with sufficient authority to last through the remainder of the fiscal year

Fund 18

Corrections Operations Fund

(04) Health & Human Services		
Resources	\$374,812	
Expenses	\$374,812	0.00

Revenues for the Alcohol & Drug Treatment program are coming in \$12,639 higher than originally projected. The department requests approval to appropriate the funds for extra help, copier and office expenses, and a replacement computer.

Fees at the Lane County Psychiatric Hospital are being collected at a rate that will exceed their revenue budget by \$362,173. The department requests to appropriate these additional revenues as follows: \$83,831 to cover the cost of repaying the state for excess Medicare payments; \$20,000 to cover increased psychiatric costs based on the number of patients evaluated as per the contract; and the balance of \$258,342 is placed into operational reserves for Medicare payback next year, as well as, anticipated cost increases associated with the Sacred Heart management contract.

Fund 21 Fair Board Fund
(51) Fairboard

Resources	\$775,000	
Expenses	\$775,000	0.00

As a result of Board Order 96-9-11-14, the Board directed budget staff to prepare "...a supplemental budget that allocates \$775,000 in room tax revenues for FY 96-97 out of the funds received under LC 4.110(1) (the 5% portion), to be used as directed by the Fairboard for the capital maintenance, preservation and improvement of fairgrounds facilities." This appropriation fulfills the Board's direction.

Fund 23 Fairboard Debt Service Fund
(17) General Expense

Operational Reserves	<u>\$250,000</u>	
(17) Total	\$250,000	0.00

The Board previously approved the sale of bonds for fairgrounds renovation and repair. Revenue taken in for a \$250,000 reserve account as required by the terms and conditions of the bond sale were originally planned for the Fairgrounds construction fund. After discussion with Bond Counsel, it appears that moving the reserve account to the Fairboard Debt Service Fund is more appropriate. The supplemental budget above shows the reserve account moved into the debt service fund. An offsetting reduction will appear in the Fairboard Construction Fund 51.

Fund 25 General Road Fund
(06) Public Works

Resources	\$276,000	
Expenses	\$276,000	0.00

First of all, \$276,000 in additional revenue from an ODOT Striping contract is appropriated for: \$208,300 for Material & Services for fleet vehicle services (\$2,500), fleet equipment services (\$19,500), and \$168,300 for traffic supplies; an

additional \$67,700 is also placed into operational contingency to replenish funds used for this project.

And secondly, the Ferry Street Bridge was budgeted in the CIP budget at \$5 million - \$2.5 million in FY 96-97 and \$2.5 million in FY 97-98. Per Board Order 96-12-18-2, the County was authorized to enter into an intergovernmental agreement with ODOT and Eugene for the City's Ferry Street Bridge project, not to exceed \$5 million. The Intergovernmental Agreement stipulates the \$5 million payment be made into the Local Government Pool account before the bid date opening of Feb. 27, 1997. Although not reflected in the new appropriation above, the FY 97-98 \$2.5 million allocation is also being transferred from Project Reserves into Capital Projects for a net zero adjustment to bring the total funding for the Ferry Street Bridge project to \$5 million to allow for the full payment in this fiscal year.

Fund 28 Special Revenue/Services Fund

(10) Youth Services		
Resources	\$7,531	
Expenses	\$7,531	0.00

Private citizen donations made to Lane County for the purpose of Christmas gifts for youth in Dept. of Youth Services programs totaled \$7,531 dollars this year. Since these funds were not budgeted and must be accounted for as revenue to the County, they are appropriated into the Special Revenue/Services Fund. This fund was set up to specifically handle these types of special/dedicated revenues. A special trust account was discussed, however, since we send out a solicitation letter asking for donations, it was felt that direct budgeting would be a better accounting for these funds.

Fund 30 Solid Waste Disposal Fund

(06) Public Works		
Resources	\$0	
Expenses	\$0	0.42

\$10,771 is requested to be transferred from Time Management Sales into personnel services for a net zero budget impact this fiscal year. The funds will be used to increase a General Laborer position from .58 FTE to 1.0 FTE to handle the increased traffic of top loaders (commercial compactor trucks) who were diverted from the Central Receiving Station (CRS) to direct haul to Short Mountain landfill beginning July 1, 1996. This change has necessitated the conversion of a recycler to a spotter to handle the increased workload.

Fund 35 Capital Improvement Fund

(17) General Expense		
Materials & Services	(\$50,000)	
Capital Outlay	<u>(\$582,390)</u>	
(17)Total	(\$632,390)	0.00

Projects within the Capital Improvements Fund have been budgeted in both General Expense and within the Dept. of Human Resources & Management Services (HRMS). Since HRMS staff typically manage the projects, it makes sense to consolidate the appropriation within the HRMS Fund 35 Budget. The above reduction moves the budget authority into HRMS below.

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(18) Human Resources and Management Services		
Resources	\$1,375,000	
Expenses	\$1,375,000	0.00

The budget authority from General Expense is increased to \$1.375 million as follows: \$5,000 to finish off the Harris Hall ADA ramp project; \$320,000 in current PSB improvements; and \$1,050,000 for the projects coming on line as a result of the Limited Tax Revenue Bond sale to pay for the PSB and Annex Roof projects, the Jail Subsidence problem, relocation of the Florence Justice Court from the Annex into the new Florence Justice Center, and for conversion of the A&T computer system.

Fund 40 Public Land Corner Preservation Fund

(06) Public Works		
Resources	\$0	
Expenses	\$0	0.00

Public Works requests authority to transfer \$68,050 from their operational contingency into capital outlay and M&S to purchase two pieces of Real Time Global Positioning System (G.P.S.) Surveying equipment and to pay for an annual radio license.

By Oregon Law, the County is required to maintain government corners on which all properties are referenced. This activity is funded by a \$10 recording fee on certain types of property. The program brings in about \$600,000 per year to fund the surveying crews and pay for their equipment. In 1990, the Surveyor's Office purchased G.P.S. receivers that could measure long distances (40 miles) but required a receiver to be on station for at least 45 minutes. The Surveyors have proceeded to establish a Horizontal Control Network throughout the county and are now ready to work with the cells of the network.

Advances in G.P.S. technology has produced a new type of G.P.S. equipment that is light-weight and portable, and which will allow the user to observe "real time" G.P.S. position locations by immediately viewing equipment display information. The \$9,000 piece of equipment is considered resource grade with an accuracy of +/- 1 meter.

Currently, to determine a search area for a government corner, the survey crew uses a variety of survey methods. All of them require some line of sight, which often requires hours of brush cutting or line of sight trials to see if a visible line can be obtained by setting up survey equipment to measure distances and turn angles to calculate positions. The new equipment should result in considerable

time savings and will more than offset the annual subscription fee associated with receiving the private G.P.S. satellite information.

An additional piece of G.P.S. equipment costing \$59,000 allows a G.P.S. receiver (base station) to use a radio to broadcast a corrected G.P.S. signal to a second G.P.S. receiver (a rover). It has a distance of 10 miles and needs only 10 seconds to fix its position as opposed to the previous 45 minutes, and is accurate within one centimeter. Other uses of the real-time technology includes surveying county lands, road retracement surveys, and checking new subdivision plant boundaries, as required by law.

<u>Fund 41</u>	<u>County School Fund</u>		
	(17) General Expense		
	Materials & Services	\$6,859,200	
	Fiscal Transactions	<u>(\$6,859,200)</u>	
	(17) Total	\$0	0.00

At the recommendation of the external auditors, the payment from the County School Fund to the schools is being reclassified from a Fiscal Transaction to an agency payment with the Materials & Services line.

<u>Fund 49</u>	<u>J.T.P.A. Fund</u>		
	(07) J.T.P.A.		
	Resources	\$147,489	
	Expenses	\$147,489	0.00

Overall JTPA revenues have increased or been reconciled as follows:

Title III Rapid Response Funds	\$40,000
Title III Career Center Systems	\$16,600
Title II Technical Assistance	\$55,931
Title II Incentive Awards	-\$493,209
Net Increase/Decrease in individual fund accounts and cash carry forward	<u>\$481,092</u>
Net Change in Revenue	\$147,489

A corresponding expense is also appropriated for each of the above projects and accounts.

<u>Fund 51</u>	<u>Fairgrounds Construction Fund</u>		
	(51) Fairboard		
	Resources	(\$250,000)	
	Expenses	(\$250,000)	0.00

The Board previously approved the sale of bonds for fairgrounds renovation and repair. Revenue taken in for a \$250,000 reserve account as required by the terms and conditions of the bond sale were originally planned for the Fairgrounds construction fund. After discussion with Bond Counsel, it appears that moving the reserve account to the Fairboard Debt Service Fund is more appropriate. The

supplemental budget above shows the reserve account moved out of the construction fund. An offsetting addition appears in the Fairboard Debt Service Fund 23.

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Fund 52

Information Systems Fund

(09) Regional Information Systems

Resources	\$432,216	
Expenses	\$432,216	0.00

\$230,000 in additional revenue from the City of Eugene is appropriated to purchase, configure, install and maintain additional file servers for the City.

The remaining \$202,216 comes from \$172,800 in prior year revenue billed in FY 95-96 but not received until this fiscal year, \$20,000 in additional investment earnings and room rental revenue, and the balance of \$9,416 from CCA grant revenue for special projects work. These funds are budgeted for some miscellaneous office expenses, but are primarily for new equipment in the form of test servers for running test applications and diagnosing problems while keeping the original applications running, adding file servers for specific departments and for additional equipment called ESCON channels for the mainframe to allow direct PC connection via cabling. This latter capability very useful and is especially important for the upcoming AIRS conversion project.

Fund 86

Health & Human Services Fund

(04) Health & Human Services

Resources	\$357,449	
Expenses	\$357,449	0.30

\$315,429 is appropriated for the Parole & Probation program in the form of \$120,000 in Supervision Fees and \$195,429 in CCA grant carryover that could not be appropriated via the earlier grant resolution. This appropriation should complete the Parole & Probation funding transition.

An additional \$42,020 in federal Title XIX Medicaid revenue is also appropriated in Mental Health to convert one full time Mental Health Associate (MHA) position to .65 FTE and add an additional .65 MHA for a net increase of .3 FTE. The current full time position is burning out due to trying to cover the graveyard shift at the Paul Wilson residence with a single person. While the increased FTE will result in double the benefit costs, the relief factor of having two part time people will be worth the cost premium.