

LANE COUNTY BUDGET COMMITTEE – MEETING MINUTES

Thursday, May 9, 2019

1:30 p.m. – 4:45 p.m.

BCC Conference Room

Budget Committee Chair Herb Vloedman presided with Budget Committee members present: Commissioners Peter Sorenson, Jay Bozievich, Joe Berney, Heather Buch and Pat Farr; as well as Citizen Committee Members Larry Abel; Budget Committee Vice Chair, Timothy Morris, Dale Stoneburg and Kamala Shugar.

In addition, County Administrator Steve Mokrohisky and Budget and Financial Planning Manager Christine Moody were present. Jill Allen and Joseph Szelesta from the Budget Office were also present.

Presenting were:

Public Works: Dan Hurley, Director;

Assessment and Taxation: Mike Cowles, Assessor;

City Counsel: Steve Dingle, Chief Counsel;

County Administration: Greg Rikhoff, Director of Operations, and Steve Mokrohisky, County Administrator;

Emergency Management: Patence Winningham-Melcher, Program Manager

I. CALL MEETING TO ORDER

Chair Herb Vloedman called the meeting to order.

II. COMMITTEE BUSINESS

Christine Moody noted the May 8th meeting broadcast had four minutes missing from the H&HS presentation.

Chair Herb Vloedman asked whether starting 1:30p instead of 2:30p for the May 14th meeting would be appreciated for deliberation. 2p was decided as a new start time.

III. PUBLIC WORKS

Dan Hurley, director of Public Works, introduced his staff and presented the following slides and discussion:

- Department Overview
- Road & Bridge Maintenance, Parks, Engineering & Construction Services, General Services, Lane Events Center, Administration, Land Management, Waste Management
- FY 19-20 Overall Budget by Fund
- FY 19-20 Budget Details
 - Total Revenue: \$94,409,291
- FY 19-20 Budget Details

- Future Challenges & Opportunities
- Lane County Strategic Plan
- Dan Hurley introduced members of the Public Works leadership team: Michael Johns, General Services Manager; Brett Henry, Parks Manager; Lance Englet, Labor Relations Manager, Orin Schumaker, Road & Bridge Manager; Jeff Orlandini, Waste Management Manager (not present); Keir Miller, Interim Land Management Manager (not present- Amber Bell, Senior Planner presenting); Tanya Heaton, Budget & Financial Services Manager; Cory Buller, Lane County Fair; Peggy Keppler, Construction Services
- Partnerships

Orin Schumacher, Road & Maintenance Manager, presented his division's slides

- FTE: 92.50, Proposed FY 19-20 Expenses: \$18,479,924
 - Pavement Preservation, Striping & Signage, Bridge Maintenance, Vegetation Management
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities

Brett Henry, Parks Manager, presented his division's slides

- FTE: 18.80, Proposed FY 19-20 Expenses: \$4,309,545
 - Parks, Marinas, Natural Areas, Boat Ramps, Campgrounds
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities

Peggy Keppler, Engineering & Construction Services Manager, presented her division's slides

- FTE: 54.00, Proposed FY 19-20 Expenses: \$22,754,029
 - ECS Admin Services, Design Services, Construction Services, Transportation Engineering Services, Survey Services
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities

Michael Johns, General Services Manager, presented his division's slides

- FTE: 50.50, Proposed FY 19-20 Expenses: \$14,222,837
 - Animals Services, Facilities, Fleet Services, Homeless Response
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities

Cory Buller, Lane Events Manager, presented his division's slides

- FTE: 14.50, Proposed FY 19-20 Expenses: \$5,275,394
 - Community Events, Private Events, County Fair
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities

Lance Englet, Labor Relations Manager, presented the Administration division's slides

- FTE: 21.00, Proposed FY 19-20 Expenses: \$3,477,266
 - Financial Management, Administrative Services, Management Team Support, PW Human Resources
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities

Amber Bell, Senior Planner, Land Management, sitting in for Kier Miller, Interim Planning Director, presented her division's slides

- FTE: 35.50, Proposed FY 19-20 Expenses: \$6,708,579
 - Land Use Planning, Building Safety Program, Coordinated Services, Code Compliance
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities

Dan Hurley, prior director of Waste Management sitting in for Jeff Orlandini, presented the division's slides

- FTE: 88.10, Proposed FY 19-20 Expenses: \$18,404,382
 - Fee Collection, Transfer Operations, Disposal Operations, Landfill Development, Recycling / Waste Reduction, Hazardous Waste
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities

QUESTIONS were opened for the Public Works department.

Dale Stoneburg asked about the return in investment for the permitting position.

- Dan Hurley responded that he does not have quantitative data yet, but there is a larger initiative to capture permitting data recorded in the Acela system using the Tableau reporting tool. He invited Dale to ask the question again next year.

Kamala Shugar asked about success for permit appeals, and whether evaluation took place for unsuccessful appeals, and what they attribute the increase in the number of appeals to.

- Amber Bell said she didn't have data for results, but staff does meet weekly to fine-tune decisions and responses, and that a local watchdog group has increased scrutiny of decisions, increasing the number of appeals. Dan Hurley added that contractors are increasingly trying, on appeal, to access less 'developable' parcels.

Kamala Shugar asked Dan Hurley to expand on the plastics recycling.

- Dan Hurley responded that plastics are no longer recycled unless there is market re-sale value. Even then it is difficult to meet recycler's contamination thresholds. They are trying plastics roundups that are staffed with master recyclers to help with the burdensome manual effort, and they are experimenting with community recycling efforts. Also, there is no domestic

infrastructure for plastics recycling. He added that food waste causes more problems in landfills because of methane produced

Larry Abel asked Public Works about the 46% increase in interest income at the department level while Parks increased 112%

- Christine Moody said interest rates are increasing and previous budgets were based on projections made before the increases, and attributed the difference in growth between department and divisions to who has taken the trouble to adjust budgets in supplemental. Tanya Heaton responded that interest budgets are calculated from a fund's balance carry-forward

Larry Abel asked ECS about how 10 FTE is being added, but budget shows adding 2.0

- Tanya Heaton responded slides were prepared based on proposed FY19-20 budget against the FY18-19 adopted budget, and 8.0 FTE were added in supplementals while 2.0 were added during the proposed budget.

Larry Abel asked Land Management about the 2 FTE added, while budget remains same

- Tanya Heaton said she will have to get back to Larry Abel to confirm if the FTE were added during supplemental #2 in December.

Jay Bozievich asked about the 1.295 Million Estimated Timber Revenues from the Road fund, with 1.0 Million transferred to Sherriff's office, leaves \$295,000 unaccounted for

- Tanya Heaton and Christine Moody responded that County-wide Indirect is being paid, and memberships and dues forced timbers, and sheriff's transfer was rounded to \$1 million, a projected volatile revenue.

Heather Buch asked Fairgrounds asked whether the department was seeing size constraints on the fairground site because of the growing city

- Cory Buller responded yes, but renovation is priority, but renovations like hotel and additional meeting space can be incorporated in that footprint

Heather Buch asked what significant decreases in road maintenance and special waste needs were attributed to

- Dan Hurley responded that unexpected revenue came last year, for example in relation to Tinkerville when a .25 million tons of petrol-contaminated soil were delivered and the community required a solution.

Heather Buch asked what the decrease in road maintenance budget for Waste Management is attributed to.

- Dan Hurley responded that a road must be built every few years to accommodate landfill access, as well as Lechate Hall road and repaving landfill entrance road. Tanya Heaton also responded that Waste Management reimburses Roads for materials used to make the road improvements at the landfill and transfer sites.

Pat Farr registered a comment of gratitude to the department, and that the Lane County Recycling Guide Page 14 is a great guide to determine what can be recycled. and wondered about the 4.8 to 5.0 FTE change.

- Tanya Heaton responded that it represents a change of past practice when part time staff was recorded at .49FTE and now they are being recorded at .5FTE. It was previously believed that shortening time worked for part time staff would effect PERS eligibility.

Joe Berney wanted clarification about fund transfers incurring a County Indirect Fee.

- Tanya Heaton responded that funds are allocated a countywide indirect charge to allay the costs of managing those funds.

Joe Berney asked Cory Buller about alternative funding mechanisms for replacing the fairground roofs, such as creating an IRS investment tax credit with solar roofing.

- Tanya Heaton responded that there had been some related analyses on PSB HVAC replacement a decade ago, but the subject had not been broached in regards to the roof.

Timothy Morris asked Engineering & Construction about clarifying the 179% increase in federal revenues.

- Peggy Keppler responded that 4.2 million come from taxes and requests for additional sources are sent to federal such as FEMA and Western Federal Lands, and occasionally receive grants or reimbursement and those fluctuate, and that capital improvement plan will describe the funding sources in greater detail.

Timothy Morris asked general services asked about an estimated ideal-world cost for a deferred maintenance budget.

- Michael Johns responded that a facility-wide assessment has not been made yet that has captured all costs, but fleet and facilities studies done will help prepare a preventative maintenance schedule.

Timothy Morris asked about whether there was any discussion regarding a new Plastics facility being created.

- Dan Hurley responded that there are conversations underway with a global leader in waste processing, Bulk Handling Systems, actually headquartered in Eugene.

Dale Stoneburg asked for best practices assurances regarding the results of a recent audit revealing severe gaps in Parks' cash handling.

- Dan Hurley answered that yes, cash handling reviews are scheduled, and new procedures and an audit follow-up are planned.

Chair Vloedman called for a brief 5-minute break.

BREAK

IV. ASSESSMENT AND TAXATION

Mike Cowles, director of Assessment and Taxation, introduced his staff (missing audio 1:41:20):

and presented the following slides and discussion:

- FY 19-20 Budget by Fund Type
- FY 19-20 Budget Details: Resources
- FY 20 Budget Details: Expenditures
- Partnerships
- Divisions: Administration, Property Tax Management, Appraisal (also involved in statewide OSAKA group management)
- FTE: 2.0, Proposed FY 19-20 Expenses: \$420,697
- FTE: 26.0, Proposed FY 19-20 Expenses: \$3,371,302
- FTE: 21.0, Proposed FY 19-20 Expenses: \$2,857,148
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities
- Lane County Strategic Plan

QUESTIONS were opened for Assessment & Taxation.

Dale Stoneburg asked about results of Springfield Reassessment.

- Tara Smith mentioned numbers have come in for real market value added property taxability for some neighborhoods in Springfield and Thurston.

Kamala Shugar asked for clarification about 18% decrease from the Department of Revenue and 100% decrease in fund transfers.

- Mike Cowles responded that previous years fund transfer was for software replacement, and that part of the prior year's state revenues was amounts owed from a prior period.

Jay Bozievich asked about communications between building permits and tax appraisals.

- Mike Cowles responded that the Acela system helps communicate permit information between departments. He also mentioned that House Bill 2104 would require reporting municipalities to provide digital permit information (currently they are paper copies).

Joe Berney wished Mike Cowles happy birthday.

Peter Sorenson voiced his appreciation regarding the level of customer service & outreach.

Timothy Morris asked about a proposed partnership with the city of Eugene.

- Mike Cowles confirmed that a white paper was sent requesting a method that would share funding for an appraiser position, and that he is optimistic that the

addition of appraisers could identify missed properties and perform reassessments as a way to increase revenues without increasing overall taxes.

V. COUNTY COUNSEL

Steve Dingle, director of City Counsel, presented the following slides and discussions:

- Department Overview
 - Legal Services, Risk Management, Worker's Compensation
- FY 19-20 Budget Details: 19-20 Resources
- FY 19-20 Budget Details: Expenditures
- Partnerships
- County Counsel
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities
- Lane County Strategic Plan

QUESTIONS were opened for the County Counsel department.

Kamala Shugar wondered about whether law clerks were listed under “extra help” in budget.

- Steve Dingle confirmed this was corrected.

Kamala Shugar asked where outside counseling was listed as a line item in the budget.

- Steve Dingle responded that this money is distributed among other department budgets, billed to them. Christine Moody responded this would be found within department budget headings called general liability, along with claim cost payments.

Kamala Shugar asked whether Steve handles appeals or his attorneys.

- Steve Dingle responded he does, though he tries to handle those cases before it gets to the filing stage.

Jay Bozievich asked whether different departments that use the City Counsel services contribute to the budget, and if so, why the department is listed as being budgeted exclusively from the general fund.

- Steve Dingle said they do have a self-insured fund and a very reasonable rate, and Christine Moody clarified that departments are being billed by a five-year bill-back system in countywide overhead accounts, and the general fund is reimbursed.

Peter Sorenson acknowledged that litigation material is on the Lane County website, and noted appreciation about lowering outside counsel costs, and wondered about the Managing Within the Law program.

- Steve Dingle responded that yes, the current process is to use LEAP training for the highest level of management training, and then talk with departments about specifics of issues and problems.

Peter Sorenson asked whether there were other cost-saving measures that could be implemented from the private sector.

- Steve Dingle noted that forms/templates could be repurposed as time-saving measures.

Joe Berney asked about the corrected general fund pie chart.

- Christine Moody confirmed they would clarify for future, but budget law determines how the information is displayed.

VI. COUNTY ADMINISTRATION

Greg Rikhoff, Director of Operations, introduced his staff, Robert Tintle, County Treasurer, Sheryl Betschart, County Clerk, Mike Penwell, Capital Projects Manager, Stephen Nelson, Procurement Supervisor, Andrew Bemiller, Financial Services Supervisor, Stacy Kaufmann, Accountant, Jeanne Sun, Financial Reporting Supervisor, Devon Ashbridge, Public Information Officer, Austin Ramirez, Interim Economic Development Manager, Mo Young, Equity & Access Coordinator, Judy Williams, Strategy Manager

Steve Mokrohisky and Greg Rikhoff presented the following slides and discussions:

- Department Overview
 - Board of County Commissioners, Administration, Operations, Parole & Probation
- FY 19-20 Budget by Fund Type
- FY 19-20 Budget Details: 19-20 Resources
- FY 19-20 Budget Details: 19-20 Expenditures
- Partnerships

Judy Williams, Strategy Manager, presented her department's slides

- FTE: 19.25, Proposed FY 19-20 Expenses: \$3,525,685
 - Administration, Budget and Planning, Economic Development, Equity and Access, Intergovernmental Relations, Justice Courts, Law Library, Public Information, Strategic Planning, Support the Board of County Commissioners

Greg Rikhoff, Director of Operations, presented his department's slides

- FTE: 30.00, Proposed FY 19-20 Expenses: \$13,533,000
 - elections, voter registrations, records documents, marriage licenses, capital projects, financial services, investments, accounting, purchasing & procurement

Steve Mokrohisky and Greg Rikhoff presented the following slides & discussions:

- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities
 - NEW: Proposed position: 1.0 FTE Program Specialist

- Lane County Strategic Plan

QUESTIONS were opened for County Administration.

Dale Stoneburg asked to justify the new assistant position at \$93,000 load-in cost.

Pat Farr asked for clarification about utilizing Equity and Access Board towards administration function.

- Mo Young responded that Advisory Board gives recommendations and follows up with departments about actions taken in response, going through administrators, and gives annual report to Board of Commissioners.

Pat Farr asked Cheryl Betschart about the use of the sorting machine.

- Cheryl responded that voter registration helps run ballots through, and a second sorter helps backup process and efficiency.

Pat Farr asked about the proposed Program Specialist position.

- Steve Mokrohisky confirmed it would be a full time support position, providing scheduling and constituency relation support for the five county commissioners.
 - Pat Farr noted he didn't need this.

Peter Sorenson asked about the origin of the Program Specialist proposal, and comparable positions at other counties.

- Steve Mokrohisky said the East and West Lane County Commissioners receive a larger volume of constituent requests, and a centrally-accountable scheduling position would help.

Joe Berney thanked the department for their elections pamphlet, and noted he appreciates meeting follow-ups and newsletters that help represent his constituents, but that a shared assistant position would not help him, though 8 or 9 thousand for a personal intern might.

Heather Buch noted that she receives hundreds of emails a day and many phone calls, but that she would agree that a personal intern model makes more sense for her East Lane County needs.

Jay Bozievich noted that commissioner is a very full-time position, and preferred the shared-assistant model that could prevent the next #metoo moment, but would prefer to allocate that money to DA's office, which can provide a greater return in investment.

Timothy Morris noted that younger people being staffed to a county commissioner could be a valuable experience for a resume.

Dale Stoneburg added office budget historically provided stipend for interns, so a bump in office budget might be more in line with the commissioner's needs.

VII. EMERGENCY MANAGEMENT

Steve Mokrohisky introduced the recent history of departmentalizing Emergency Management and introduced Patence Wunningham-Melcher. Emergency Management was formerly housed in Sheriff's Office. He wants this new department to be a resource for planning, preparedness, partnerships resiliency and training.

Patence Wunningham-Melcher, Emergency Management Program Manager, and Steve Mokrohisky presented the following slides and discussions:

- FTE: 2.50, Proposed FY 19-20 Expenses: \$553,905
 - Updating Plans, Building Partnerships through Collaboration, Preparedness
- FY 19-20 Budget by Fund Type
- FY 19-20 Budget Details: 19-20 Resources
- FY 19-20 Budget Details: 19-20 Expenditures
- Highlights of FY 18-19 Outcomes
- Future Challenges & Opportunities
 - asking for 1.0 Management Analyst and 0.5 Program Specialist position

QUESTIONS were opened for the Emergency Management department.

Larry Abel asked for explanation for the DP Supplies and Access budget

- Patence Wunningham-Melcher and Tanya Heaton responded that \$75 thousand is for improving the emergency operations center with needed equipment and data processing software.

Peter Sorenson asked about preventative measures for wildfire disasters.

- Patence Wunningham-Melcher explained that Community Wildfire Protection Plan efforts are underway with the community and agencies such as the Oregon Department of Forestry and the Oregon State Fire Marshall's Office with a focus on evacuation protocols.

Kamala Shugar recommended the governor's preparedness survey.

Heather Buch voiced her appreciation towards Patence Wunningham-Melcher.

Joe Berney also voiced his appreciation towards Patence Wunningham-Melcher during this time of environmental turmoil.

VIII. COMMITTEE BUSINESS

Chair Vloedman reminded that the May 14th meeting start time has changed to 2pm.

IX. ADJOURN

Chair Herb Vloedman adjourned the meeting.

Note: A webcast (the “official” record of the meeting’s events) is available at:
https://lanecounty.org/how_do_i/view/webcasts