

W-6-b.

## AGENDA COVER MEMO

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**AGENDA DATES:** June 11, 2003 Work session  
June 18, 2003 Public Hearing and Adoption (9:00 a.m.)

**TO:** Board of County Commissioners

**DEPT.:** County Administration

**PRESENTED BY:** William Van Vactor, County Administrator  
David Garnick, Sr. Management Analyst

**AGENDA TITLE:** **DISCUSSION/LANE COUNTY BUDGET**

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### I. MOTION

None. This is a discussion item only.

### II. ISSUE OR PROBLEM

The Board of County Commissioners must adopt a FY 2003-2004 budget prior to July 1, 2003 (ORS 294). A number of additional budget adjustments have come forth since the budget was approved by the Lane County Budget Committee. Staff want to review these items with the Board prior to formal budget adoption.

### III. DISCUSSION

#### A. Background

The County Administrator presented the proposed FY 2003-2004 budget to the Lane County Budget Committee on April 29, 2003. The committee held a required public hearing and deliberated for several weeks, approving a budget and the taxing authority on May 20, 2003.

A financial summary of the approved budget and notice of the June 18, 2003, public hearing will be published in the Register Guard as required by state budget law. The budget must be adopted by the Board of County Commissioners prior to July 1, 2003.

## **B. Analysis**

### **BUDGET ADJUSTMENTS (Attachments A)**

Lane County departments have requested several budget adjustments since the Budget Committee approved the budget on May 20th. These adjustments have been reviewed by County Administration budget staff and will be included in the adoption resolution if the Board approves. When the Board takes formal action on the 18<sup>th</sup>, it can still make additional changes following the public hearing.

The proposed adjustments, summarized on Attachments A, are classified into several different groupings depending upon the level of review and analysis required, and whether or not they involve a policy issue. These groups include routine HOUSEKEEPING items and REBUDGETS, GRANT RELATED items, and POLICY ISSUES (new Adds, Reductions, or controversial items).

#### **HOUSEKEEPING** (no material provided except Attachments A)

These are technical adjustments that are the result of:

- recent Board actions,
- personnel reclassification/adjustments,
- updated information or corrections of errors or omissions in the Approved Budget.

#### **REBUDGETS** (no material provided except Attachments A)

These are FY 2002-2003 expenditures or projects with dedicated funding that will not be completed by June 30<sup>th</sup> as originally planned. The funding is therefore carried forward to complete the project or pay for the expense in the new fiscal year.

#### **GRANT-RELATED** (no material provided except Attachment A)

These adjustments are the result of notification from granting sources of revised or final funding awards.

#### **POLICY ISSUES** (Attachments A and E)

There are two add packages requested by the Health and Human Services department. Both packages are funded with dedicated funds.

The first addition is the Assistant Veterans Services Coordinator position in the Veterans Services program. This was previously approved by the Board as part of the FY 2002-03 Supplemental Budget #2 on April 30, 2003. This occurred after the Proposed Budget document was prepared and

therefore the department is requesting that it be included in the adopted budget.

Health and Human Services has also requested the addition of a Management Analyst 2 position in their administration program. An impact statement regarding this addition request is provided in Attachment E.

The Department of Children and Families has submitted an additional reduction of 2.0 FTE due to decreased state funding. An impact statement regarding this reduction is also provided in Attachment E.

### **SUMMARY**

All adjustments are self-funding, have offsetting reductions, or there is sufficient other revenue to cover the costs.

### **LIST OF CONTRACTS (Attachment B)**

Lane Manual 21.105(3)(xii) permits the County Administrator to execute contracts that are specifically listed as part of the annual budget adoption order. Attachment B constitutes the required list. Included is a single letter indicating whether the contract is an (A) Amendment, (B) Billing Authority, (R) Revenue, or (E) Expense contract, as well as the name of each contractor, the nature of the contract, the term and the contract amount. Items less than \$50,000 are amendments that when approved will exceed the County Administrator's authority and will also need delegation of authority to the County Administrator to execute.

### **INTERGOVERNMENTAL AGREEMENTS/DUES (Attachment C)**

The list of Intergovernmental Agreements/Dues has traditionally been approved as a separate agenda item. Since this list has already been reviewed and approved by the budget committee, and since there are no further changes recommended, the list has been included as Attachment C for Board approval in a manner similar to the List of Contracts contained in Attachment B.

### **WORKSHEET OF BUDGET ADDITIONS APPROVED BY THE BUDGET COMMITTEE (Attachment D)**

A summary of budget additions that were "flagged" and subsequently approved by the Budget Committee during their deliberations on May 20, 2003 is included as Attachment D.

### **BUDGET "NOTES" (no attachment)**

During Budget Committee deliberations on May 20, 2003, the committee voted to include the following "budget note" for the Board's consideration. The

committee recommends to the Board that if additional discretionary general fund dollars becomes available they may prioritize the Pathways Alcohol and Drug Treatment program as the first restoration to the Lane County General Fund.

**C. Alternative/Options**

The Board may choose to make adjustments to the budget. The only limitations are that:

- 1) appropriations in any single fund cannot exceed \$5,000 or a 10 percent increase, whichever is greater, and
- 2) tax levies may not be certified in an amount greater than approved by the Budget Committee.

**D. Recommendation**

It is recommended that the Board accept the additional budget adjustments as presented, including the contracts and intergovernmental dues/agreements.

**E. Timing**

Adoption must be completed prior to July 1, 2003 in order for the county to have the spending authority for the new fiscal year. The above discussed changes approved by the Board will be included in the final adoption order scheduled to go before the Board on June 18<sup>th</sup>.

**IV. IMPLEMENTATION**

After Board approval, staff will prepare the budget adoption order and update the attachments in preparation for budget adoption scheduled for June 18<sup>th</sup>.

**V. ATTACHMENTS**

Board Order: None

Attachment A: Recommended Adjustments to the Approved FY 2003-2004 Budget

Attachment B: List of Contracts

Attachment C: List of Intergovernmental Agreements/Dues

Attachment D: Worksheet of Additions approved by the Budget Committee

Attachment E: Addition and Reduction Impact Statements

## LANE COUNTY

## ADJUSTMENTS TO THE APPROVED FY 2003-04 BUDGET (Cannot Exceed 10% per State Budget Law)

Fund	Department	Item No.	Adj. Type	Description of Adjustment	FTE Chng	Revenue Change	Expense Change	Net Effect On Fund	Package Ref #
124 General Fund	DA	1	GR	Additional Family Law revenue and expense	0.00	144,353	144,353	0	487
	Justice Courts	2	TA	Reallocation of \$12,562 between M&S and Personal Svcs.	0.00	0	0	0	504
	Public Safety	3	GR	Emergency Management Grant	0.00	40,000	40,000	0	488
		4	GR	Community Emergency Response & Training Grant	0.00	46,477	46,477	0	515
	Child & Families	5	RX	Reductions due to decreased state funding	(2.00)	(104,116)	(104,116)	0	479
		6	TA	Budget alcohol & drug pgm funds for Family Resource Ctrs	0.00	100,000	100,000	0	495
	County Admin	7	RB	Printing of Lane Co. annual report to citizens postponed to Fall of '03 and funds are being carried forward from 02-03.	0.00	15,000	15,000	0	499
	Mgmt Svcs	8	TA	Partial restoration of funds for Benefit Program support positib	0.00	26,657	26,657	0	481
	General Exp	9	TA	Reallocation of \$40,000 between interest expense items.	0.00	0	0	0	466
Net Debt Change from Approved Budget					(2.00)	268,371	268,371	0	
Net Change to General Fund from Approved Budget					(2.00)	268,371	268,371	0	
228 Special Revenue Fund	General Exp	10	TA	Rolling over memorandum of understanding between Fairboard and County Commissioners regarding Room Tax special revenue for Planetarium Operations. Net effect is budget for \$50,000 reimbursement from Fairboard to Room Tax Special Projects.	0.00	290,000	290,000	0	453
		11	TA	Increase Video Lottery Fund Balance and Reserves to reflect the unexpected increase in the 4th quarter revenue for FY 2002-03.	0.00	111,844	111,844	0	492
	Net Fund Change from Approved Budget				0.00	401,844	401,844	0	
250 Title III Projects Fund	General Exp	12	TA	Title III Reserve adjustment between contingency and reserve line items of \$80,560.	0.00	0	0	0	514
					0.00	0	0	0	0
	Net Fund Change from Approved Budget				0.00	0	0	0	

## LANE COUNTY

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Fund	Department	Item No.	Adj. Type	Description of Adjustment	FTE Chng.	Revenue Change	Expense Change	Net Effect On Fund	Package Ref #	
285 Inter-governmental Human Services Fund	Health & Human Svcs	13	GR	Adjust grant revenues and expenses, transfer contingency funds to operations, move FTE between grant projects	0.00	651,575	652,855	(1,280)	465	
		14	RX	Eliminate Community Svc Worker in Veteran's Svcs pgm	(1.00)	0	(54,391)	54,391	464	
		15	AD	Add Asst Veteran's Svcs Coordinator as approved 4/30/03.	1.00	0	53,111	(53,111)	463	
						0	651,575	651,575	0	
		Net Fund Change from Approved Budget				0	651,575	651,575	0	
286 Health & Human Services Fund	Health & Human Svcs	16	GR	Adjust grant revenues and expenses	0.00	(78,946)	(19,639)	(59,307)	458	
		17	TA	Transfer contingency funds to operations, include tentative P&P funding from DOC and fee revenue pending PSCC o.k.	0.00	195,009	94,143	100,866	461	
		18	AD	Add Mgmt Analyst 2 to Admin pgm, increase Asst Director FTE, add new state & grant funds to DD, Fam Planning, WIC and MH. Transfer contingency funds to operations.	5.78	382,696	414,586	(31,890)	462	
		19	RX	Eliminate 0.69 FTE in Healthy Start due to funding reduction.	(0.69)	(49,726)	(40,057)	(9,669)	468	
						5.09	449,033	449,033	0	
Net Fund Change from Approved Budget					5.09	449,033	449,033	0		
521 Fairboard Operations Fund	Fairboard	20	TA	Rolling over memorandum of understanding between Fairboard and County Commissioners regarding Room Tax special revenue for Planetarium Operations. Net effect is budget for \$50,000 reimbursement from Fairboard to Room Tax Special Projects.	0.00	240,000	240,000	0	452	
						0.00	240,000	240,000	0	
Net Fund Change from Approved Budget					0.00	240,000	240,000	0		
552 Regional Info Systems Fund	RIS	21	TA	Adjust AIRS conversion project revenues and expenses, readjust outside agency funding, other administrative revisions between accounts.	0.00	55,125	55,125	0	516	
						0.00	55,125	55,125	0	
Net Fund Change from Approved Budget					0.00	55,125	55,125	0		

**LIST OF CONTRACTS  
FY 2003-04**

**ATTACHMENT B**

**COUNTY DEPARTMENT/**

<b><u>Name/Contractor</u></b>	<b><u>Nature of Contract</u></b>	<b><u>Term</u></b>	<b><u>\$</u></b>	<b><u>Value</u></b>
<b>DEPARTMENT OF ASSESSMENT &amp; TAXATION</b>				
(none)				
<b>DEPARTMENT OF CHILDREN AND FAMILIES</b>				
E Court Appointed Spec. Svcs.	CASA Advocacy Services	7/1/03 - 6/30/05	\$	70,353
E LCC	Childcare resource and referral	7/1/03 - 6/30/05	\$	91,000
E RMC Research Corp.	Family Violence Response Initiative	7/1/03 - 6/30/04	\$	67,715
A Birth to Three	Healthy Start - Intensive moderate risk	7/1/03 - 12/31/03	\$	53,160
A Birth to Three	Healthy Start - Intensive East Lane	7/1/03 - 12/31/03	\$	11,000
A Birth to Three	Healthy Start - Universal Metro	7/1/03 - 12/31/03	\$	4,000
A Catholic Comm. Svcs.	Healthy Start - Intensive Teen	7/1/03 - 12/31/03	\$	41,980
A Centro Latino Americano	Healthy Start - Intensive Spanish Monolingual	7/1/03 - 12/31/03	\$	41,800
A Parent Partnership	Healthy Start - Intensive So. Lane	7/1/03 - 12/31/03	\$	35,320
A Pearl Buck	Healthy Start - Intensive Cognitive Limitations	7/1/03 - 12/31/03	\$	11,000
A Relief Nursery	Healthy Start - Intensive High Risk	7/1/03 - 12/31/03	\$	97,340
A University of Oregon	Healthy Start - Intensive West Lane	7/1/03 - 12/31/03	\$	11,500
<b>DEPARTMENT OF COUNTY ADMINISTRATION</b>				
(none)				
<b>DEPARTMENT OF COUNTY COUNSEL</b>				
A Preston Gates Ellis, LLP	Bond Counsel Services	7/1/03 - 6/30/06	\$	45,000
<b>DEPARTMENT OF HEALTH &amp; HUMAN SERVICES</b>				
R City of Eugene/City of Springfield	Social Services Program	7/1/03 - 6/30/04	\$	1,597,630
R Dept. of Justice	Mental Health Court	7/1/03 - 6/30/04	\$	150,000
R Eugene Rehabilitation	Mental Health services	7/1/03 - 6/30/04	\$	200,000
R EWEB	Energy Assistance Programs	1/1/04 - 12/31/05	\$	290,000
R Oregon, State of	Department of Corrections	7/1/03 - 6/30/04	\$	940,804

E=Expense R=Revenue

B= Billing Authority A=Amendment

**COUNTY DEPARTMENT/**

	<u>Name/Contractor</u>	<u>Nature of Contract</u>	<u>Term</u>	<u>\$</u>	<u>Value</u>
R	Oregon, State of	Dept. of Human Services	7/1/03 - 6/30/05	\$	54,674,380
R	Oregon, State of	Dept. of Human Services	7/1/03 - 6/30/04	\$	56,000
R	Oregon, State of	Housing & Community Services	7/1/03 - 6/30/05	\$	8,998,884
R	Oregon, State of	Office of Health Services	7/1/03 - 6/30/04	\$	2,531,663
RA	ShelterCare	Mental Health services	7/1/03 - 6/30/04	\$	20,348
R	Willamette Family Tmt. Svcs.	Nurse Practitioner Services	7/1/03 - 6/30/04	\$	52,038
B	ARC	DD Services	7/1/03 - 6/30/05	\$	461,635
B	Resource Connection of Oregon	DD Services	7/1/03 - 6/30/05	\$	580,571
B	Eugene Rehabilitation	Mental Health services	7/1/03 - 6/30/04	\$	500,000
B	Genoa Healthcare LLC (no billing limitation)	Pharmacy Services	7/1/03 - 6/30/04	\$	0
B	Good Neighbor Care	Mental Health services	7/1/03 - 6/30/04	\$	300,000
B	Halfway House	Mental Health services	7/1/03 - 6/30/04	\$	305,000
B	Laurel Hill Center	Mental Health services	7/1/03 - 6/30-04	\$	698,573
B	Medical Image Reproduction (no billing limitation)	Mental Health services	7/1/03 - 6/30/04	\$	0
B	Nancy Sulliger	Mental Health services	7/1/03 - 6/30/04	\$	76,784
B	ShelterCare	Mental Health services	7/1/03 - 6/30/04	\$	1,699,742
B	South Lane Mental Health	Mental Health services	7/1/03 - 6/30/04	\$	157,609
E	Addiction, Counseling, Education Services	A&D Treatment	7/1/03 - 6/30/04	\$	188,676
A	Addiction, Counseling, Education Services	Addiction Treatment	7/1/03 - 6/30/04	\$	275,783
E	Addiction, Counseling, Education Services	Problem Gambling Treatment	7/1/03 - 6/30/05	\$	288,569
E	Albertina Kerr Centers	DD Services	7/1/03 - 6/30/05	\$	8,512,002
E	Alternative Services, Inc.	DD Services	7/1/03 - 6/30/05	\$	4,066,708
E	Alternative Work Concepts	DD Services	7/1/03 - 6/30/05	\$	427,633
E	Alvord Taylor	DD Services	7/1/03 - 6/30/05	\$	4,756,560
E	ARC	DD Services	7/1/03 - 6/30/05	\$	434,724
A	Blachly Lane Electric Coop	LIEAP Energy Supplier	7/1/02 - 6/30/05	\$	300,000
A	Central Lincoln PUD	LIEAP Energy Supplier	7/1/02 - 6/30/05	\$	450,000

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**COUNTY DEPARTMENT/**

	<u>Name/Contractor</u>	<u>Nature of Contract</u>	<u>Term</u>	<u>\$</u>	<u>Value</u>
A	Certified Languages Int.	Mental Health services	7/1/03 - 6/30/04	\$	4,000
A	Chambers Security	Mental Health services	7/1/03 - 6/30/04	\$	30,000
A	Churchill, Libby	Mental Health services	7/1/03 - 6/30/04	\$	31,200
A	Coastal Transport	Mental Health services	7/1/03 - 6/30/04	\$	1,000
A	Cohn, Al	Mental Health services	7/1/03 - 6/30/04	\$	31,680
E	Community Support Brokerage	DD Services	7/1/03 - 6/30/05	\$	323,490
E	Dungarvin, Inc.	DD Services	7/1/03 - 6/30/05	\$	2,205,937
A	Emerald People's Utility District	LIEAP Energy Supplier	7/1/02 - 6/30/05	\$	450,000
A	Eugene Emergency Physicians	Mental Health services	7/1/03 - 6/30/04	\$	22,000
A	Eugene Water & Electric Board	LIEAP Energy Supplier	7/1/02 - 6/30/05	\$	1,500,000
E	Eugene, City of	DD Services	7/1/03 - 6/30/05	\$	124,291
E	Eugene, City of	Energy Assistance Intake	10/1/03 - 9/30/05	\$	66,240
A	Florence, City of	Mental Health services	7/1/03 - 6/30/04	\$	5,000
A	Freedman, Bazil	Mental Health services	7/1/03 - 6/30/04	\$	45,760
E	Goodwill Industries of Land and South Coast Counties	DD Services	7/1/03 - 6/30/05	\$	1,548,222
A	HIV Alliance	HIV Prevention & Intervention	7/1/01 - 6/30/04	\$	284,984
E	Holly Residential Care Center	DD Services	7/1/03 - 6/30/05	\$	122,258
E	Housing Authority	Weatherization	7/1/03 - 6/30/05	\$	2,005,231
E	Independent Environment	DD Services	7/1/03 - 6/30/05	\$	2,029,727
E	Lane Community College	DD Services	7/1/03 - 6/30/05	\$	1,262,590
E	Lane Council of Governments	Energy Assistance Intake	10/1/03 - 9/30/05	\$	73,600
A	Lane Electric Company	LIEAP Energy Supplier	7/1/02 - 6/30/05	\$	600,000
A	Lane ESD	Addiction Prevention	7/1/02 - 6/30/04	\$	56,259
E	LaurelHill	Mental Health services	7/1/03 - 6/30/04	\$	150,858
A	Looking Glass	Addiction Treatment	7/1/02 - 6/30/04	\$	147,237
E	McKenzie Personnel	DD Services	7/1/03 - 6/30/05	\$	589,810
E	Midcoast	DD Services	7/1/03 - 6/30/05	\$	2,133,463
A	Mountain Retreat Transport	Mental Health services	7/1/03 - 6/30/04	\$	3,000
A	Northwest Natural	LIEAP Energy Supplier	7/1/02 - 6/30/05	\$	300,000
A	Oregon Medical Laboratories	Medical Testing	7/1/01 - 6/30/04	\$	60,000

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**COUNTY DEPARTMENT/**

	<u><b>Name/Contractor</b></u>	<u><b>Nature of Contract</b></u>	<u><b>Term</b></u>	<u><b>\$</b></u>	<u><b>Value</b></u>
E	Oregon Supported Living Center	DD Services	7/1/03 - 6/30/05	\$	9,032,902
A	Pacific Power & Light	LIEAP Energy Supplier	7/1/02 - 6/30/05	\$	525,000
E	Peacehealth	LCPH Management	7/1/03 - 6/30/04	\$	2,565,904
A	PeaceHealth Counseling	Mental Health services	7/1/03 - 6/30/04	\$	15,000
E	Pearl Buck	DD Services	7/1/03 - 6/30/05	\$	2,323,522
A	Prevention & Recovery	Addiction Treatment	7/1/03 - 6/30/04	\$	75,037
E	Psychiatry Associates	Mental Health services	7/1/03 - 6/30/04	\$	203,400
A	SAFE	Mental Health services	7/1/03 - 6/30/04	\$	8,000
A	Secure Transport	Mental Health services	7/1/03 - 6/30/04	\$	5,000
E	ShelterCare	Mental Health services	7/1/03 - 6/30/04	\$	462,200
E	South Lane Maintenance	DD Services	7/1/03 - 6/30/05	\$	358,622
E	Special Mobility Services, Inc	DD Services	7/1/03 - 6/30/05	\$	855,360
E	Sponsors	Transitional Housing	7/1/03 - 6/30/04	\$	585,726
A	Springfield Utility Board	LIEAP Energy Supplier	7/1/02 - 6/30/05	\$	1,125,000
E	State of Oregon	Pre - Trial Supervision	7/1/03 - 6/30/04	\$	148,324
E	Supported Employment Services	DD Services	7/1/03 - 6/30/05	\$	168,359
A	University of Oregon (no billing limitation)	Student Health Center	5/15/01 - 6/30/04	\$	0
A	Vergamini, Jerome	Mental Health services	7/1/03 - 6/30/04	\$	45,760
A	White Bird Clinic	A&D Treatment	7/1/03 - 6/30/04	\$	26,577
A	White Bird Clinic	Addiction Treatment	7/1/01 - 6/30/04	\$	89,555
E	WhiteBird Clinic	Mental Health services	7/1/03 - 6/30/04	\$	52,379
E	Willamalane	Energy Assistance Intake	10/1/03 - 9/30/05	\$	52,800
A	Willamette Family Treatment Services	Addiction Treatment	7/1/01 - 6/30/04	\$	2,298,234
E	Willamette Family Treatment Services	Detoxification	7/1/03 - 6/30/04	\$	120,239
E	Willamette Family Treatment Services	Sobering Station	7/1/03 - 6/30/04	\$	213,225
E	Willamette Family Treatment Services	Women's Residential	7/1/03 - 6/30/04	\$	59,118
A	Zimmerman, Ken	Mental Health services	7/1/03 - 6/30/04	\$	10,400

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**COUNTY DEPARTMENT/**

<b><u>Name/Contractor</u></b>		<b><u>Nature of Contract</u></b>	<b><u>Term</u></b>	<b><u>\$</u></b>	<b><u>Value</u></b>
<b>DEPARTMENT OF INFORMATION SERVICES</b>					
E	LCOG	Regional GIS/CPA Agreement	7/1/03 - 6/30/04	\$	119,093
E	LCOG	RIO Staff Support	7/1/03 - 6/30/04	\$	50,169
E	LCOG	Telephone Services	7/1/03 - 6/30/04	\$	123,922
<b>DEPARTMENT OF MANAGEMENT SERVICES</b>					
R	City of Eugene	Animal Regulation Services	7/1/03 - 6/30/04	\$	488,000
A	Jones & Roth, P.C.	External Audit Services	7/1/03 - 6/30/04	\$	93,850
A	US Bank	Banking Services	7/1/03 - 6/30/04	\$	fee based
<b>DEPARTMENT OF PUBLIC SAFETY</b>					
R	City of Coburg	Communications	7/1/03 - 6/30/04	\$	65,500
R	City of Creswell	Law Enforcement	7/1/03 - 6/30/04	\$	254,285
R	City of Veneta	Law Enforcement	7/1/03 - 6/30/04	\$	375,781
R	Marine Board	Marine Law Enforcement/Safety	7/1/03 - 6/30/04	\$	290,676
R	OR Parks & Rec	Dunes Law Enforcement	7/1/03 - 6/30/04	\$	80,000
R,A	City of Eugene	Inmate Road Crew	7/1/03 - 6/30/04	\$	65,615
R,A	City of Eugene	Inmate Housing	7/1/03 - 6/30/04	\$	514,023
R	City of Springfield	Inmate Housing	7/1/03 - 6/30/04	\$	156,940
E,A	Lane Comm. College	Inmate Education	7/1/03 - 6/30/04	\$	143,000
E	Allcott, John, MD	Inmate Medical	7/1/03 - 6/30/04	\$	54,000
E	Burnett, Kent DDS	Inmate Dental	7/1/03 - 6/30/04	\$	70,000
E	Cohn, Alan Dr.	Inmate Psychiatrist	7/1/03 - 6/30/06	\$	180,000
<b>DEPARTMENT OF PUBLIC WORKS</b>					
<b>Fund 216 - Parks</b>					
E,A	Buck's Sanitary, Inc.	Portable Toilet Contract	6/21/02 - 4/30/05	\$	76,920/yr
R,A	McKenzie Maint. Coop.	Intergovernmental Agreement	1/01/02 - 12/31/04	\$	36,623/yr
R,A	Brenda Krehbiel & Linda Rugg	Orchard Pt. Concessionaire Cont.	1/01/02 - 12/31/04	\$	33,100/yr
R,A	Sharon & Gary Gooch	Richardson Park Marina Concessionaire Cont.	3/01/02 - 12/31/04	\$	60,847/yr
<b>Fund 225 - Roads</b>					
R	City of Eugene	Appraisal Services	7/01/03 - 6/30/04	\$	150,000
R	City of Eugene	Materials Lab Services	7/01/03 - 6/30/04	\$	150,000
R,A	ODOT	Materials Striping	7/01/03 - 6/30/06	\$	750,000/3 yr. contract

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**COUNTY DEPARTMENT/**

<b><u>Name/Contractor</u></b>	<b><u>Nature of Contract</u></b>	<b><u>Term</u></b>	<b><u>\$</u></b>	<b><u>Value</u></b>
R ODOT	STP Funds exchange - Marcola Rd.	7/01/03 - 6/30/04	\$	1,116,073
E,A Otak	Fish culvert consultation	4/01/03 - 4/01/06	\$	80,000/yr
E,A Vigil-Agrimis	Fish culvert consultation	4/01/03 - 4/01/06	\$	70,000/yr
E OBEC Consulting Engineers	Bridge Design Consultation	4/04 - 4/07	\$	225,000
E Otak, Inc.	Bridge Design Consultation	4/04 - 4/07	\$	100,000
E LCOG	Parcel Mapping Project (yrs. 2 & 3)	7/01/03 - 06/30/05	\$	120,000/yr
<b>Fund 530 - WMD</b>				
E,A Weyerhaeuser Recycling	Office paper recycling	7/01/03 - 6/30/06	\$	13,900/yr
R,A St. Vincent de Paul	Reusable/Repairable Collection Services	7/01/03 - 6/30/06	\$	300/yr
E,A BRING Recycling	Waste Reduction & Educ. Svcs. - Total \$120,400	7/01/01 - 6/30/04	\$	41,700
R,A Schnitzer Steel	Scrap Metal Recycling Svcs. - Total \$138,200	7/01/01 - 6/30/04	\$	98,200
R,A Eugene Mission	Newspaper Recycling Services	7/01/03 - 6/30/06	\$	17,400/yr
E,A Rexius	Yard debris recycling svcs. - Total \$39,999	7/01/02 - 6/30/05	\$	13,333/yr

**DEPARTMENT OF YOUTH SERVICES**

E Looking Glass	Pathways	7/1/03 - 6/30/05	\$	1,200,000
E,A Looking Glass	TSAC	7/1/03 - 12/31/03	\$	250,000
E Eugene Ctr. Family Dev.	Psychological svcs.	7/1/03 - 6/30/05	\$	200,000
E Oregon Social Learning Ctr.	Treatment Foster Care	7/1/03 - 6/30/05	\$	275,000
R City of Eugene Parks & Rec.	Community svcs.	7/1/03 - 6/30/04	\$	75,000
R U.S. Dept. of Justice	Breaking the Cycle	7/1/03 - 6/30/04	\$	750,000
R U.S. Dept. of Justice	Drug Court	7/1/03 - 9/30/06	\$	500,000
R OR Community Foundation	Breaking the Cycle Project	1/1/04 - 12/31/05	\$	110,000
R Oregon Dept. of Human Services	Pathways/TSAC (BRS \$'s)	7/1/03 - 6/30/04	\$	500,000
R Oregon State OYA	Case Management	7/1/03 - 6/30/05	\$	50,000
R Oregon State (JCPP)	OYA/OR Criminal Justice Comm.	7/1/03 - 6/30/05	\$	700,000
R Oregon State (JAIBG)	Oregon State Police	7/1/03 - 6/30/04	\$	200,000

**DISTRICT ATTORNEY'S OFFICE**

R State of Oregon Dept. of Justice	Victim Advocacy	10/1/03 - 9/30/04	\$	74,479
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E=Expense R=Revenue

B= Billing Authority A=Amendment

**COUNTY DEPARTMENT/**

<b><u>Name/Contractor</u></b>		<b><u>Nature of Contract</u></b>	<b><u>Term</u></b>	<b><u>\$</u></b>	<b><u>Value</u></b>
<b>GENERAL EXPENSE</b>					
E	CVALCO	Visitor Marketing Services	7/1/03 - 6/30/04	\$	1,027,425
E	Extension Services	Extension Services	7/1/03 - 6/30/04	\$	603,085
E	LCOG	Metro TV	7/1/03 - 6/30/04	\$	54,409
E	LCOG	Membership Dues	7/1/03 - 6/30/04	\$	75,475
E	LRAPA	Regional Air Pollution Dues	7/1/03 - 6/30/04	\$	100,732
E	Smith-Dawson	Federal Lobbyist	7/1/03 - 6/30/04	\$	50,000
E	Metropolitan Partnership	Business Development	7/1/03 - 6/30/04	\$	100,000

**JUSTICE COURTS**

(none)

**REGIONAL INFORMATION SERVICES**

R	Cities of Eugene, Springfield, L-COG, EWEB and Lane County	RIS Partner Services Agreement	7-1-02-6/30/04	\$	9,567,100
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E=Expense R=Revenue

B= Billing Authority A=Amendment

FY 2003-04

ATTACHMENT C

## Intergovernmental Agreements, Association and Membership Dues

Agency / Association	FY 96-97		FY 97-98		FY 98-99		FY 99-00		FY 00-01		FY 01-02		FY 02-03		FY 03-04		Budget Funding Breakdown			
	Board	Adopted	Board	Adopted	Board	Adopted	Board	Adopted	Board	Adopted	Board	Adopted	Board	Adopted	Proposed	Budget	Disc.	Non-Disc.	Road	Video
Lane Council of Gov. Dues	87,551	61,160	63,244	65,125	67,244	71,051	73,653	75,475									37,738		37,738	
Assoc. Oregon Counties (AOC) Total	52,883	37,500	53,625	78,625	79,189	80,815	82,515	83,868									41,222		42,666	
- Association Dues	35,369	36,000	37,080	37,080	40,660	41,880	42,927	44,000												
- Public Lands Dues	16,042	0	15,000	15,000	13,529	13,935	14,888	14,888												
- Natural Resources Reserve	1,472	1,500	1,545	1,545	0	0	0	0												
- Subcomm. on Fed. Forest Issues	0	0	0	25,000	25,000	25,000	25,000	25,000												
AOC Voluntary Land Use Assessment	3,000	3,000	3,000	3,000	0	0	0	0												0
AOC - Legislative Assessment	3,500	3,500	3,500	3,500	0	0	0	0									0		0	
Council of Forest Trust Lands	662	662	662	662	662	700	3,400	3,420											3,420	
Local Gov't Boundary Comm.	21,589	21,499	22,769	21,134	21,168	21,168	24,850	21,393									21,933			
Oregon Coastal Zone Mgmt Assoc.	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500												8,500
East Lane Soil & Water Conser. Dist.	13,380	13,380	13,380	13,380	13,380	13,380	14,000	14,000												14,000
National Assoc. of Counties Dues	4,849	5,000	5,000	5,000	5,150	5,150	5,550	5,550									3,885		1,665	
Lane Regional Air Pollution Authority	80,450	80,850	85,700	85,700	93,595	98,275	100,732	100,732											100,732	
Cascade Pacific Re.C. & D.	390	390	402	400	400	400	400	400												400
Metropolitan Partnership	70,000	70,000	70,000	70,000	70,000	70,000	100,000	100,000												100,000
O&C Membership Dues	25,125	25,117	26,000	25,117	25,117	27,715	27,715	27,715									27,715			
O&C Legal Dues	25,000	15,000	15,000	15,000	15,000	15,000	0	0									7,500			
O&C Endowment Fund Planning						150,710	75,333	0									0			
Metrol Cable Franchise	54,108	54,108	54,109	46,609	46,609	51,609	52,899	54,409										54,409		
Public Access TV																				
Rural Cable Franchise	40,000	40,000	40,000	7,500	7,500	7,500	7,500	0										0		
Animal Damage Control	21,200	21,200	21,624	40,000	40,000	40,000	40,000	0										0		
Payment in-lieu of Taxes (HACSA)	8,027	8,517	8,228	21,625	25,200	25,200	25,200	0									0			
Cascadia Task Force/So. Will. Researc	925	925	925	8,228	8,228	8,228	8,228	0												
Unallocated Contingency	1,000	1,000	531	275	275	275	275	275									1,000			275
<b>TOTAL</b>	<b>522,135</b>	<b>471,308</b>	<b>496,199</b>	<b>620,380</b>	<b>628,217</b>	<b>686,576</b>	<b>652,950</b>	<b>504,797</b>									<b>140,993</b>	<b>54,409</b>	<b>186,220</b>	<b>123,176</b>

General Fund Total 195,402

NOTE: Shading added to improve readability.

# Lane County Budget Committee Adjustments to the FY 03-04 Proposed Budget

## Attachment D

Fund/Dept. or Prog.	Amount	FTE	Description
<b>General Fund 124</b>			
Sheriff's Office	\$ 658,527	7.00	Phase-in Traffic Team expansion: 4 Dptys, 1 Sgt, Evid. Tech, & Court Clerk; \$242K Rev, Bal Interfund Loan
Sheriff's Office	65,230	1.00	Add Prog. for grant writing funded by interfund loan; to be re-evaluated in 2 yrs for sustainability.
Public Works	119,000	3.00	Long-Range Planning in Land Mgt Div. per BCC Ok'd fee increase; reallocated \$79.8K from Compliance pgm
County Admin.	(60,000)	0.00	Reallocated funding from Mgmt Analyst 2 position to help partially restore services at Animal Reg. Authority
General Expense	60,000	0.00	Funding from County Admin. is transferred to Anim. Reg. Fund 283 for partial service restoration.
<b>General Fund Total</b>	<b>\$ 842,757</b>		
<b>Parks &amp; Open Spaces Fund 216</b>			
Pub. Works Parks	(46,668)	0.00	Reduction due to Board only approved Option E fee increase - was not enough to fully fund proposed budget.
<b>Workforce Partnership Fund 249</b>			
Workforce Partnership	(409,115)	(5.00)	Net reduction in Workforce Incentive Act revenue was partially offset by increase in JOBS program revenue.
<b>Animal Regulation Authority Fund 283</b>			
Mgt Svc Animal Control	132,867	2.00	\$50K City Eugene, \$60K Lane Co., \$22,867 Fees restore 1.5 FTE Officers and 0.5 FTE Office Asst.
<b>Health &amp; Human Services Fund 286</b>			
HHS Public Health	162,000	2.00	Partial restore rural health clinics in Cottage Grove, Oakridge & Florence; HHS reserve funds & contributions. Note: Approved proposal by HHS included receiving \$100,000 from sale of Florence Annex property to restore HHS fund reserve.
<b>Employee Benefit Fund 614</b>			
PERS	(6,316,168)	0.00	Reduce rate per anticipated PERS reform (\$1.367 mil); transfer bond cost to Pension Bond Fund \$4.039 mil.
Retiree Medical	(2,354,084)	0.00	Transfer retiree medical costs to Retiree Benefit Trust Fund
Retiree Medicare	(350,000)	0.00	Transfer retiree medical costs to Retiree Benefit Trust Fund
	(9,020,252)		
<b>Pension Bond Fund 615</b>			
General Expense	4,038,855	0.00	Establish Fund; Transfer PERS pension bond fund expenses from Employee Benefit Fund.
<b>Retiree Benefit Trust Fund 714</b>			
General Expense	3,645,125		Establish Fund; Transfer Retiree Medical & Medicare benefit costs from Employee Benefit Fund.

## **ATTACHMENT E**



**FY 2003-04  
BUDGET IMPACT STATEMENT  
ADDITION**

Department : Health & Human Services

Type of Change: **ADD**

Division/Program : 3427010 Admin

Dept/Div Priority:    of

Package Title: **HS – AD Fund 286**

Decision Pkg #: 462

Affected Service: Evaluation & Support Planning

Effective Date: 07/01/03

**Fiscal Impact:**

Revenue	\$ 78,902		
Personnel	\$ 78,902		
M&S	\$		
Cap Outlay	\$		
Cap Projects	\$		
Transfers	\$		
Net Cost	\$ 0	Fte	1.0

**Description & Justification:** Addition of 1.0 Fte Management Analyst 2 to provide evaluation and support planning across the whole range of Health & Human Service divisions and services. This will provide the analytical support necessary to determine the results of Health & Human Service programs, and provide necessary information to ensure the department continues to support programs and practices that are successful at meeting client and community needs. The initial cost of this position will be paid for by a portion of the benefit fund transfer made to Health & Human Services for FY03/04.

**Long Term Outlook:** This is a critical position for a department as large as Health & Human Services, and will continue to provide important analytical support. Additionally, this position will improve Health & Human Services long-term capacity to secure outside revenue, increasingly tied to demonstrating results. The position will be funded long term through an allocation across all divisions.

**Service Impact:** (brief and concise)

- Support increasing effort at grant writing and other resource development; increase likelihood of securing important grants.
- Assist program managers to integrate best practices and ongoing evaluation in their programs.
- Technical consultant with contracting staff regarding evaluation efforts with contractors.

**FY 2003-2004  
BUDGET IMPACT STATEMENT  
REDUCTION**

Department: Children and Families

Type of Change: Budget

Division/Program: Community Mobilization

Dept/Div Priority: 01 of 01

Package Title: Position Reduction – 2.0 FTE

Decision Pkg #: 479

Affected Service: Resource Development  
And Staff Support

Effective Date: July 1, 2003

Fiscal Impact:	Revenue	-\$104,116
	Expense:	
	Personnel	<u>-\$104,116</u>

Net Cost	-0-	FTE: -2.0
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**Description & Justification:**

Late in FY 02-03 the Oregon Commission on Children and Families (OCCF) received a large reduction in their budget due to legislative decisions through Special Session #6. Reductions were taken in OCCF administration to absorb as much of the reduction as possible. Additional cuts at the local commission level were necessary to balance the budget. The Department of Children and Families (DCF) was advised of these cuts after the FY 03-04 budget had already been submitted and was being processed.

**Long Term Outlook:**

It is not anticipated that funding for these positions will return.

**Service Impact:**

Resource development will not be pursued within the department or provided to community service providers at the same level due to the loss of the 1.0 FTE Program Service Coordinator position assigned to that function. Minimal staff time will be available to provide this service in the future. Loss of the 1.0 FTE Office Assistant 2 position resulted in reassignment of duties to other staff within the department.

# BUDGET IMPACT STATEMENT CHECKLIST - Reductions

Attach to corresponding Budget Impact Statement

## 1. Basic Information:

Department: CHILDREN AND FAMILIES Div./Program: COMMUNITY MOBILIZATION  
Package Title: Position Reduction 2.0 FTE Dec. Pkg No.: 479

*The following questions come from a specific section of the County's Strategic Plan. The section is in bold and given a section number for reference purposes.*

## 2. Lane County's Goals (Section IV, page ii-iii):

Indicate which Goal(s) are addressed by this request.

- |                           |               |                                       |               |
|---------------------------|---------------|---------------------------------------|---------------|
| • Strong Regional Economy | <u>      </u> | • Appropriate Community Development   | <u>      </u> |
| • Citizen Participation   | <u>      </u> | • Maintain Health Environment         | <u>      </u> |
| • Basic Social Support    | <u>  X  </u>  | • Protect the Public's Assets         | <u>      </u> |
| • Public Safety           | <u>      </u> | • Efficient, Effective Admin. Support | <u>  X  </u>  |

## 3. Lane County's Core Strategies (Section V, page iii-iv):

Check the applicable strategies and indicate if budget request is for planning or implementation.

A. Service Improvement (pages A1-A4)	Strategy	Planning	Implementation
A1 – Reorganization Opportunities	<u>      </u>	<u>      </u>	<u>      </u>
A2 – Flexible Staffing	<u>      </u>	<u>      </u>	<u>      </u>
A3 – Electronic Access to Services	<u>      </u>	<u>      </u>	<u>      </u>
A4 – Continuous Quality Improvement	<u>      </u>	<u>      </u>	<u>      </u>
B. Resource Planning and Allocation (pages B1-B7)			
B1 – Develop Plans for Chief Resources	<u>      </u>	<u>      </u>	<u>      </u>
B2 – Refine Communications Plan	<u>      </u>	<u>      </u>	<u>      </u>
B3 – Allocate Resources Strategically	<u>      </u>	<u>      </u>	<u>      </u>
C. Performance Management (pages C1-C3)			
C1 – Refine Countywide Goals	<u>      </u>	<u>      </u>	<u>      </u>
C2 – Refine Department Planning	<u>      </u>	<u>      </u>	<u>      </u>
C3 – Strengthen Analytical Abilities	<u>      </u>	<u>      </u>	<u>      </u>
C4 – Strategic Plan Implementation	<u>      </u>	<u>      </u>	<u>      </u>
D. Revenue Development (pages D1-D3)			
D1 – Develop Revenue Strategies	<u>      </u>	<u>      </u>	<u>      </u>
D2 – Identify & Recover User Fees	<u>      </u>	<u>      </u>	<u>      </u>
D3 – Entrepreneurial Opportunities	<u>      </u>	<u>      </u>	<u>      </u>
D4 – Intergov. Rev. & Private Donations	<u>      </u>	<u>      </u>	<u>      </u>
D5 – Continue County Federal Payments	<u>      </u>	<u>      </u>	<u>      </u>

## 4. Resource Planning and Allocation (Section B3(a), Allocate Resources Strategically):

Under Direct Public Services or Support Services Categories below, indicate priority level being addressed.

**A. Direct Public Services**

1<sup>st</sup> Priority: Critical life & health safety needs. \_\_\_\_\_

2<sup>nd</sup> Priority: Emphasis on safety (property, infrastructure, health, basic needs, and programs serving youth. \_\_\_\_\_

3<sup>rd</sup> Priority: Mandated Services not found in priorities 1 or 2. \_\_\_\_\_

4<sup>th</sup> Priority: Meets Goals and sound fiscal reasons below:

- Generates revenue (beyond indirect) for General Fund. \_\_\_\_\_
- Will have no indirect negative impact on Gen. Fund. \_\_\_\_\_
- Leverages funds supporting other high priority svcs. \_\_\_\_\_
- Supported by funds that cannot be used by Gen. Fund. \_\_\_\_\_
- Generates revenue for Lane County citizens. \_\_\_\_\_

**B. Countywide and Department Central Support Services (B3(a))**

Must be proportionate to direct services at each priority level.

1<sup>st</sup> Priority:

- |                                  |       |   |       |
|----------------------------------|-------|---|-------|
| • Reduce risk of loss            | _____ | • Provide direct support to Board/depts | _____ |
| • Assure sound fiscal management | _____ | • Support Human Resources               | _____ |
| • Maintain Reserve Fund          | _____ | • Maintain infrastructure and systems   | _____ |

2<sup>nd</sup> Priority:

- Provide support to direct service depts \_\_\_\_\_

3<sup>rd</sup> Priority:

- Provide Countywide coordination \_\_\_\_\_

**5. Resource Allocation Principles that apply to all budgetary situations (Section B3(b)):**

	Yes	No	N/A
A. Is this a service of countywide benefit?	_____	_____	<u>X</u>
B. If yes, is it funded by a broad-based revenue?	_____	_____	<u>X</u>
C. Does the funding source provide flexibility in how the funds are spent?	<u>X</u>	_____	_____
D. Does this request leverage County dollars?	_____	<u>X</u>	_____
E. Does this expense increase efficiency or improve effectiveness?	_____	<u>X</u>	_____
F. Does this proposal impact other departments or agencies?	<u>X</u>	_____	_____
G. Does this proposal create future cost impacts for Lane County citizens?	_____	<u>X</u>	_____
H. If this program is for General Fund supported countywide services, has it been slated for growth by the Board?	_____	_____	<u>X</u>