

W. T. A.

AGENDA COVER MEMO

AGENDA DATE: October 26, 2005

TO: Board of County Commissioners

DEPARTMENT: Youth Services

PRESENTED BY: Lisa Smith

AGENDA TITLE: **IN THE MATTER OF DIRECTING STAFF TO DEDICATE YOUTH SERVICES LAPSE IN EXCESS OF 2% OF THE DEPARTMENT'S BUDGETED DISCRETIONARY GENERAL FUND USE FROM FY 04-05 TO THE DEPARTMENT'S BUDGETED DISCRETIONARY GENERAL FUND USE FOR FY 05-06.**

I. MOTION

TO APPROVE THE BOARD ORDER #__ TO DIRECT STAFF TO DEDICATE YOUTH SERVICES LAPSE IN EXCESS OF 2% OF THE DEPARTMENT'S BUDGETED DISCRETIONARY GENERAL FUND USE FROM FY 04-05 TO THE DEPARTMENT'S BUDGETED DISCRETIONARY GENERAL FUND USE FOR FY 05-06.

II. ISSUE OR PROBLEM

The Department of Youth Services is presently providing a small, culinary arts program through the Martin Luther King Jr. Education Program. This program helps youth become involved in the catering industry through direct catering projects. The program has become popular and is at a point where professional consultation with an expert in the culinary arts field is required to assist the program in developing structure and self-sustainability. This would require the Board of County Commissioners to direct staff to move monies lapsed in the Youth Services 04-05 budget to the Youth Services 05-06 budget. The proposed activity is a one-time, single expense that provides needed resources which will lead to Youth Services Culinary Arts program that is self-sustaining and provides a direct educational link to the Lane Community College Culinary Arts Program.

III. DISCUSSION

A. Background/Analysis

In fiscal year 04-05, the Department of Youth Services accrued

approximately \$85,000 in excess of the required 2% lapse funds. This was achieved because of delay in filling a number of vacant positions.

The requested funds will be used to purchase equipment, contract with a consultant to assist in menu development, marketing and educational curriculum and youth salaries for the Martin Luther King Jr. Educational Center – Culinary Arts Program. Currently, the program has been using detention kitchen supplies and equipment. Existing staff lack the expertise to fully develop menus, cost outs and nutrition education curriculum. If the program is to continue, a self-sustainability plan must be made and a transition plan for graduates for further education should also be created. A transition plan that includes the Lane Community College Culinary Arts Program is desired. Anticipated costs: \$40,000.

B. Alternatives/Options

1. Approve the Board Order to facilitate the rolling funding over to the next fiscal year in order to fund the necessary program requests.
2. Do not approve the Board Order. The Martin Luther King Jr. Culinary Arts Program will discontinue operation.

Recommendation

To approve #1 above.

C. Timing

If the Board Order is approved, county budget staff will make the necessary adjustments as early as possible in FY 05-06. Youth Services staff will proceed with the project as soon as possible.

IV. IMPLEMENTATION

Youth Services budget staff will prepare the necessary documents to include the increased revenue in a supplement to the FY 05-06 budget.

V. ATTACHMENTS

Board Order

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

RESOLUTION AND ORDER:

IN THE MATTER OF DIRECTING STAFF TO DEDICATE YOUTH SERVICES LAPSE IN EXCESS OF 2% OF THE DEPARTMENT'S BUDGETED DISCRETIONARY GENERAL FUND USE FROM FY 04-05 TO THE DEPARTMENT'S BUDGETED DISCRETIONARY GENERAL FUND USE FOR FY 05-06.

WHEREAS, Youth Services will lapse more than 2% of their discretionary General Fund Use in FY 04-05; and

WHEREAS, the Culinary Arts Program within the Martin Luther King Jr. Education Program requires professional consultation, and equipment in order to achieve self-sustainability and create a transition to Lane Community College Culinary Arts Program; and

WHEREAS, these are one-time, limited expense activities; and

WHEREAS, the monies necessary to complete this project needs to be rolled over and transferred from the FY 04-05 discretionary general fund to the Youth Services 05-06 budget to pay project expenses; and

WHEREAS, Youth Services lapsed funds from managed vacancies in FY 04-05; and

WHEREAS, any lapse funds from the Youth Services FY 04-05 budget not needed for these projects will be returned to the General Fund;

RESOLVED and ORDERED that the Board of County Commissioners direct County Administration budget staff to dedicate Youth Service's Office lapse in excess of 2% of the department's budgeted discretionary General Fund use from FY 04-05 not to exceed \$40,000 to the department's budgeted discretionary General Fund use for FY 05-06.

DATED this 26th day of October, 2005.

Anna Morrison, Chair
Board of County Commissioners

APPROVED
10/26/05
