



**Proposed
Budget Fiscal
Year 2024-2025**



Proposed Budget
for the
Fiscal Year 2024-2025
Beginning July 1, 2024

MEMBERS OF THE BUDGET COMMITTEE:

Governing Body Portion:

Position #1

Lyle Mordhorst
6030 Bethel Heights Rd.
Salem, OR 97304
623-8173(w)
Term Expires: 1/3/2025

Position #2

Craig Pope
15040 Airlie Road
Monmouth, OR 97361
838-6444(h) 623-8173(w)
Term Expires: 1/7/2026

Position #3

Jeremy Gordon
180 Dayton St
Falls City, OR 97344
623-8173(w)
Term Expires: 1/5/2026

Lay Member Portion:

Position #1

Blair Wasson
10165 Buena Vista Rd.
Independence, OR 97351
364-8662 (w) 838-5498 (h)
Term Expires: 12/31/2024

Position #2

Norbert Hartmann
4935 Matney Rd.
Monmouth, OR 97361
838-5057(h)
Term Expires: 12/31/2025

Position #3

David Johnson
2275 Woodhill St. NW
Salem, OR 97304
399-6124(h)
Term Expires: 12/31/2026

STAFF

Budget Officer:
County Counsel:
Recording Secretary:
Finance Director:

Gregory Hansen
Morgan Smith
Nicole Pineda
Katlyn D'Agostini

2024-2025 POLK COUNTY BUDGET HEARINGS SCHEDULE
 COURTHOUSE CONFERENCE ROOM
 DAY #1 – TUESDAY – APRIL 9, 2024

TIME		PAGE
9:00 a.m.	CALL TO ORDER/NOTE OF ATTENDANCE, <i>Craig Pope BOC Chair</i> ELECTION OF CHAIRMAN, VICE CHAIRMAN AND SECRETARY APPROVAL OF APRIL 4 AND 6, 2023 BUDGET HEARING MINUTES. ADOPT PROCEDURES & RULES OF GOVERNANCE (SOP)	Appendix 1-23
9:10	BUDGET MESSAGE – FY2024-2025	1-6
9:20	GENERAL FUND REVENUES	9-10
9:30	CLERK, <i>Kim Williams</i> Recording Elections	1-2 3-4
9:40	ASSESSOR, <i>Valerie Patoine</i>	1-9
9:50	TREASURER, <i>Steve Milligan</i> TAX COLLECTOR, <i>Katyln D’Agostini</i>	1-2 4
10:00	DISTRICT ATTORNEY, <i>Aaron Felton</i> Prosecution Medical Examiner Support Enforcement Victim Assistance CAMI Fund CASA	2-6 7-8 9-12 13-15 16-19 20-45
10:30	BREAK	
10:45	SHERIFF, <i>Mark Garton</i> Patrol (includes 9-1-1 contract) Jail Animal Control Marine Patrol	1-3 4-12 13-14 15-17
11:15	COMMUNITY CORRECTIONS, <i>Jodi Merritt</i> Corrections Community Service – Diversion Parole & Probation	1-2 3-4 5-27

2024-2025 POLK COUNTY BUDGET HEARINGS SCHEDULE
 COURTHOUSE CONFERENCE ROOM
 DAY #1 – TUESDAY – APRIL 9, 2024

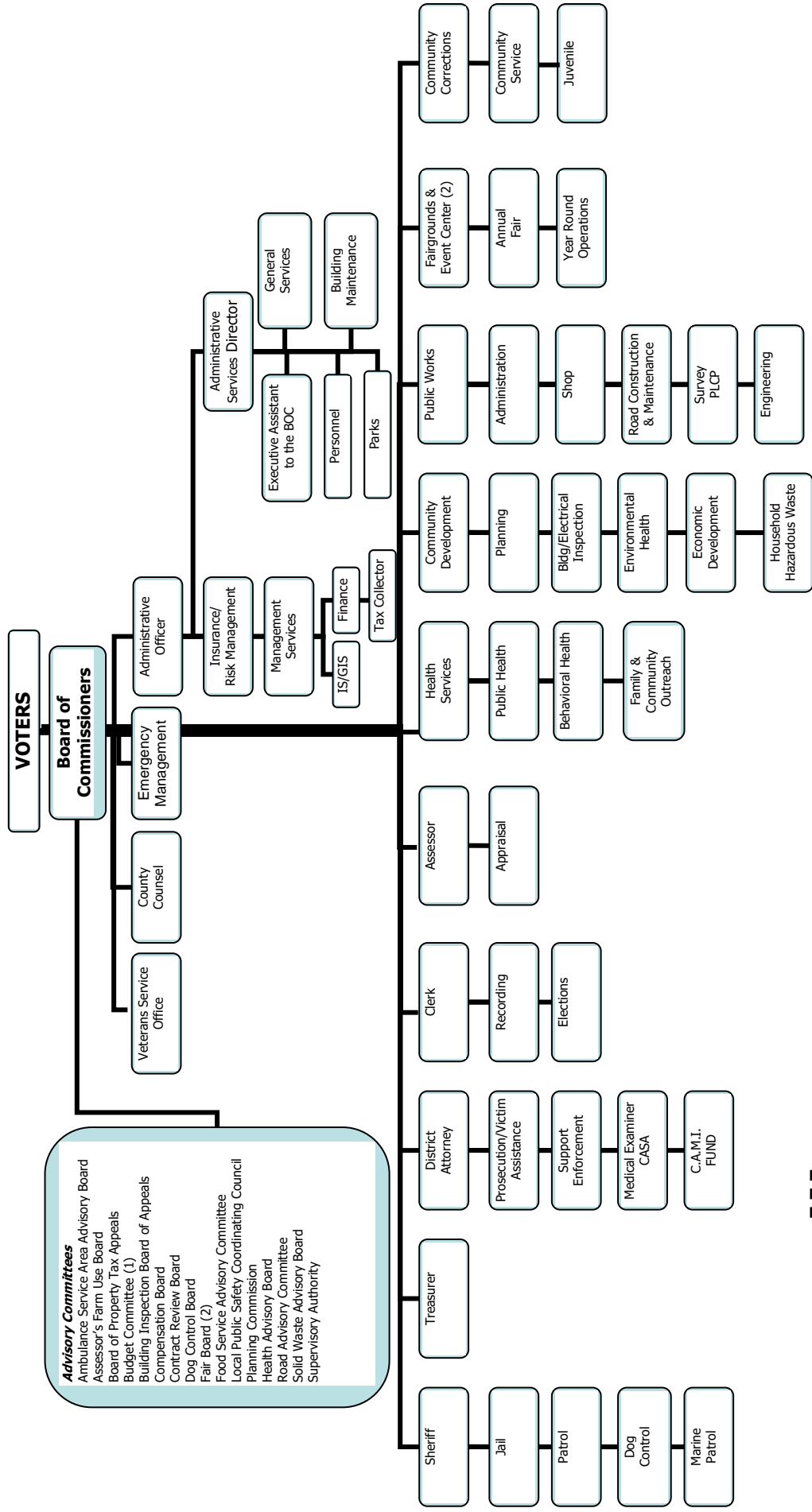
11:35	JUVENILE FUND, <i>Jodi Merritt</i>	
	Revenues	1
	Juvenile Probation	2-3
	Juvenile Sanctions	4
11:45	EMERGENCY MANAGEMENT, <i>Dean Bender</i>	1-4
12:00	LUNCH	
1:00	PARKS	1-2
1:05	NON-DEPARTMENTAL	
	Miscellaneous	1-2
	Title III	3-4
1:10	COMMUNITY DEVELOPMENT, <i>Austin McGuigan</i>	
	Planning	1-2
	Environmental Health	3-4
	Building Inspection Fund	5-6
	Economic Development Fund	7-12
	Household Hazardous Waste Fund	13-14
1:40	MISCELLANEOUS funds	
	Insurance Fund	1-2
	County School Fund	3-4
	Law Library Fund	5-6
	Court Security	7-8
	Domestic Mediation	9-10
	American Rescue Plan	13-14
	Coordinated Housing Fund	15-16
	PERS Reserve Fund	17
2:00	FAIR FUND, <i>Tina Andersen</i>	
	Revenues	1
	Annual County Fair	2-3
	Year-Round Operations	4-5
2:30	RECESS TO 9:00 A.M. – 4/10/2024	

2024-2025 POLK COUNTY BUDGET HEARINGS SCHEDULE
 COURTHOUSE CONFERENCE ROOM
 DAY #2 – WEDNESDAY – APRIL 10, 2024

TIME		PAGE
9:00 a.m.	UPDATE/OVERVIEW	
9:10	HEALTH SERVICES, <i>Noelle Carroll</i>	
	<u>PUBLIC HEALTH FUND</u>	
	Revenues	1
	Family Planning	2-3
	General Health	4-6
	Women/Infant/Children (WIC)	7-8
	<u>BEHAVIORAL HEALTH FUND</u>	
	Revenues	1
	Behavioral Health Support Services	2-5
	Behavioral Health	6-7
	Outpatient BH Services	8
	Developmental Disabilities	9-10
	Sub-Grant Programs	11
	<u>HEALTH SERVICES FUND</u>	
	Revenues	1
	Health Services Administrations	2-3
	Family & Community Outreach, <i>Brent DeMoe</i>	4-9
9:55	VETERAN’S SERVICES FUND, <i>Brent DeMoe/Eric Enderle</i>	10-11
10:00	MANAGEMENT SERVICES FUND	
	Revenue	1
	General Services	
	Non-Departmental	2-3
	Board of Commissioners	4-5
	Central Services	6-7
	Academy Building Maintenance	8-9
	Jail Building Maintenance	10-11
	Buchanan Building Maintenance	12-13
	Resource Center	14-15
10:30	PUBLIC COMMENT <i>This time is reserved for Public Comment involving The Polk County Proposed Budget for 2024-2025</i>	
10:35	BREAK	

2024-2025 POLK COUNTY BUDGET HEARINGS SCHEDULE
 COURTHOUSE CONFERENCE ROOM
 DAY #2 – WEDNESDAY – APRIL 10, 2024

	MANAGEMENT SERVICES FUND (continued)	
	Courthouse Building Maintenance	16-17
	Information Services	18-19
	Geographic Information Services	20-21
	Finance	22-23
	Human Resources	24-25
	County Counsel	26-27
10:50	BUILDING IMPROVEMENT FUND	1-4
	P.W. BUILDING CONSTRUCTION FUND	
11:00	PUBLIC WORKS, <i>Todd Whitaker</i>	
	Revenue	1
	Annual Report	2-15
	Administration Program	16-17
	County Shops	18-19
	Road Maintenance	20-22
	Road Construction	23-24
	Surveying	25-26
	Engineering	27-28
	Public Land Corner Presentation Fund	29-30
11:30	NON-DEPARTMENTAL (continued)	
	TRANSFERS	
	CONTINGENCY	
11:45	UNSCHEDULED – RESERVED FOR CALLBACK	
11:50	SUMMARY OF BUDGET COMMITTEE ACTIONS	
	Distribution of Unfunded List Worksheets	
11:55	BUDGET COMMITTEE DELIBERATION	
	TENTATIVE APPROVAL OF FY 2024-2025 BUDGET	
	Direct Budget Officer to prepare tentatively approved	
	Budget for review and approval	
12:00	ADJOURN TO MAY 15, 2024 AT 9:30 A.M.	



Legend: [- -] Denotes elected officials

- (1) The Budget Committee, although appointed by the Board of Commissioners, has statutory responsibilities exceeding those of a typical advisory board.
- (2) The Fair Board, although appointed by the Board of Commissioners, has statutory responsibilities exceeding those of a typical advisory board.

**Fiscal Year 2024-2025
Budget Calendar**

	Compensation Committee meets to Recommend Elected Officials Salaries	02/06/2024	Tuesday
2	Departmental Budget Request Forms to Department Heads	02/09/2024	Friday
3	Department Budget Request forms Returned to Budget Officer	03/06/2024	Wednesday
4	Budget Officer Meets with Department Heads to discuss budget request	03/11/2024- 03/14/2024	
5	Deliver to Newspaper of Record Notice of Budget Committee Meeting (1 st notice)	03/15/2024	Friday
6	Publication of Notice of 9:00 a.m. 04/09/2024 Budget Committee Meeting (not more than 30 days prior to meeting)	03/20/2024	Wednesday
7	Deliver to Newspaper of Record Notice of Budget Committee Meeting (2 nd notice)	03/29/2024	Friday
	Publication of Notice of 9:00 a.m. 04/09/2024 Budget Committee Meeting (not less than 5 days prior to meeting)	04/03/2024	Wednesday
	Budget Officer delivers to the Budget Committee the Proposed Budget and the Budget Message	04/05/2024	Friday
	Budget Committee meets on the FY 2024-2025 Proposed Budget Approval (Recess to 5/15/2024)	04/09/2024 - 04/11/2024	
	Budget Committee Meeting for approval of the Budget	05/15/2024	Wednesday
2	Mail Public Improvement List to State (ORS 279.023) by	05/31/2024	Friday

- | | | | |
|-----|---|------------|----------------|
| 13. | Deliver to Newspaper of Record the Notice of Approved Budget Summary and Public Hearing on 06/26/2024 | 06/07/2024 | Friday |
| 14. | Publication of Notice of Approved Budget Summary and Public Hearing on 06/26/2024 (5-25 days prior to meeting). | 06/12/2024 | Wednesday |
| 15. | Public Hearing on Approved Budget in conjunction with BOC meeting | 06/26/2024 | Wednesday |
| 16. | Adopt 2024 - 2025 Budget, make appropriations and declare tax levies | 06/26/2024 | Wednesday |
| 17. | Submit Notice of Tax Levy (LB-50), Copy of Adopted Budget and Resolution adopting the Budget making appropriations and Levy of Tax to the Assessor. | 07/15/2024 | (on or before) |
| 18. | One copy of the Adopted Budget to County Clerk | | |

TO: Budget Committee
FROM: Greg Hansen, Budget
DATE: Officer April 5, 2024
SUBJECT: Budget Committee Standard Operating Procedures (SOP)

POLK COUNTY BUDGET COMMITTEE RULES AND PROCEDURES

- I. Officers to be elected by the Budget Committee shall include a Chairman, Vice-Chairman, and Secretary.
- II. Presentation by the Budget Officer providing an overview of the proposed Fiscal Year Budget followed by questions from the Budget Committee.
 - A. The proposed Budget is distributed approximately one week in advance for review by the Budget Committee.
- III. Presentation of individual departmental budgets by the Budget Officer and the appropriate Department Head.
 - A. Questions from the Budget Committee.
 - B. The Committee does not approve any increase request from a Department Head (i.e. amount exceeding that recommended by the Budget Officer) at this time.
 - C. By motion and second, without a committee vote, a requested increase by a Department Head may be placed on the Unfunded List.
 - D. All unfunded increases are pooled together as the Committee proceeds through the department presentations and held for final consideration on the last day of the budgetary process.
 - E. The Committee may further reduce the Budget Officer's proposed budget by a motion, second and majority vote. This deletion may or may not be included on the Unfunded List, depending upon its receiving a motion and second to be placed on the Unfunded List.
 - F. After all motions to delete are voted upon and all motions and second to place items on the Unfunded List are completed, the Committee must pass a motion by majority vote to "tentatively approve" the department's budget.

- G. This “tentative approval” of the departmental budget is not the final approval, which is held in abeyance until the final day of the process.

Final day process.

The Committee has a final opportunity to question Department Heads by callback and to discuss among themselves the implication of various programs that are on the Unfunded List.

All motions and seconds to place items on the Unfunded List are placed on a summary worksheet by County staff for final distribution.

Any additional monies that have been released by motions to delete are added to the General Fund Contingency.

After finalizing the Unfunded List worksheet provided by staff, the Committee members vote individually on the items and amounts on the Unfunded List they wish to include in the final Budget.

Staff then compiles the final list of votes by the six Budget Committee members, makes copies, and distributes the list for a final round of discussions by the Committee.

The Chairman then leads the Committee through a process that requires a motion, second, and majority vote to place items on the Unfunded List into the tentatively approved Budget. Money for items not receiving a majority vote remains in the General Fund Contingency.

Final Approval.

After I through III above are completed, the Budget Committee passes a motion “tentatively approving” the complete budget including all revenues and expenditures for all funds.

Final Budget Committee meeting in May.

The Budget Committee reconvenes to review and update revenue estimates and corresponding expenditures. The Budget Committee makes a final recommendation of approval to the Board of Commissioners who must adopt the budget by June 30, 2023, as provided in Oregon Statute.

The Budget Committee then passes a motion adopting the recommended tax levy/rate to finance the property tax portion of the budget’s revenues.

Miscellaneous Rules.

Technical changes in line items that do not affect a Fund bottom line can be made by consensus during the budgetary process.



POLK COUNTY

POLK COUNTY COURTHOUSE * DALLAS, OREGON 97338-3177
(503) 623-8173 * FAX (503) 623-0896

BOARD OF COMMISSIONERS

Commissioners
CRAIG A. POPE
JEREMY GORDON
LYLER MORDHORST

GREGORY P. HANSEN
Administrative Officer

**TO: MEMBERS OF THE 2024-25
BUDGET COMMITTEE**

FROM: GREG HANSEN, BUDGET OFFICER

DATE: APRIL 4, 2024

SUBJECT: 2024-25 BUDGET MESSAGE

INTRODUCTION

2024-25 Budget Overview

The 2024-25 Polk County Proposed Budget has been developed to address the upcoming operational needs of the County. The proposed budget, as you know, is the first phase of a three (3) month process. There will be adjustments made throughout this process both positively and negatively before final adoption. The current proposed budget is the best prediction of our current financial positions in all of our operating budgets.

As a result, the proposed budget for the General Fund will see an decrease approximately \$693,300 over last year's adopted budget (-2.14% decrease) and a decrease of -2.00 FTE in staff.

Other Funds with dedicated funding that saw a mixed bag of increases/decreases in funding. For example, Public Works saw overall funding decreases of approximately 13.34% (decrease of \$2,257,000), Health Services saw an decrease of 20.73% (\$1,840,000), Behavioral Health saw an overall increase of 15.84% (\$5,834,000), and the Fair Fund saw an decrease of 23.43% (\$242,000) and Public Health saw a decrease of -6.45% (-\$225,000) and the American Rescue Plan saw a decrease of -79.86% (-\$5,750,000).

In total, all other funds saw a decreases in funding amounting to approximately \$4,803,500 and FTE decreases of 3.4.

Overall, the proposed budget for the County decreased by -3.64% (a \$5,496,800 decrease in overall budget). The total proposed budget has a decrease of -5.40 FTE.

Looking ahead and predicting where we are going to be financially is still somewhat unclear, but by the time we adopt the budget those predictions should be much clearer. This proposed budget includes a health insurance increases, and infrastructure improvements.

Prior Years' Budget History

Following is a ten-year synopsis of the County's operating budgets:

The 2013-14 budget saw additional cuts to the General Fund. A reduction in personnel of 6.30 FTE and a reduction in revenues amounting \$72,000 in the General Fund. With these reductions the ability to provide and staff critical public safety services was eroded. The County's total budget had a total decrease of approximately 5.93% and 25.58 FTE decrease as severe cuts were required in Mental Health.

The 2014-15 budget saw additional cuts to General Fund personnel (-5.50 FTE) and overall operating budget -2.61% (-\$434,200). As a result of these cuts the County was forced to cut Patrol services to 10 hours a day seven days a week. Overall the County budget increased 3.7% and had reduction of 1.0 FTE.

The 2015-16 saw operating and FTE increases to the General Fund due the voter approved public safety levy. Total operating monies increased 22.42% (\$3,631,850) and an increase in personnel of 24.75 FTE. Overall the County budget increased 20.44% (approximately \$10 million) and had an addition of 47.73 FTE.

The 2016-17 saw operating and FTE increases to the General Fund due to increased property tax revenue and increased beginning fund balance. Total General Fund operating monies increased 12.22% (\$2,422,859) and an increase in personnel of 5.07 FTE. Overall the County budget increased 12.40% (approximately \$7.3 million) and had an addition of 33.70 FTE.

The 2017-18 saw operating and FTE increases to the General Fund due to increased property tax revenue and other revenues. Total General Fund operating monies increased 5.19% (\$1,155,850) and an increase in personnel of 3.20 FTE Overall the County budget increased 4.33% (approximately \$2,870,485) and had an addition of 8.50 FTE.

The 2018-19 saw operating and FTE increases to the General Fund due to increased property tax revenue and other revenues. Total General Fund operating monies increased 10.02% (\$2,345,450) and an increase in personnel of 7.78 FTE Overall the County budget increased 11.19% (approximately \$7,740,259) and had an addition of 14.53 FTE.

The 2019-20 saw operating and FTE increases to the General Fund due to increased property tax revenue and other revenues. Total General Fund operating monies increased 4.02% (\$1,034,800) and an increase in personnel of 2.42 FTE Overall the County budget increased 23.80% (approximately \$18,303,221) and had an addition of 12.19 FTE. The major reason behind the overall increase is the selling of \$14 million worth of construction bonds.

The 2020-21 budget saw operating remain status quo and FTE decreases in the General Fund. Total General Fund operating monies increased 0.22% (\$59,500) and an decrease in personnel of 3.8 FTE Overall the County budget decreased 8.3% (approximately \$8,630,000 mainly due to construction projects being completed) and had an addition of 10.55 FTE

The 2021-22 budget saw operating expenses increase along with FTE increases in the General Fund. Total General Fund operating monies increased 6.61% (\$1,775,500) and an increase in personnel of 1.8 FTE Overall the County budget increased 12.4% (\$12,289,693 mainly due to ARPA funding) and had an addition of 16.30 FTE

The 2022-23 budget saw operating expenses increase along with FTE increases in the General Fund. Total General Fund operating monies increased 13.42% (\$3,841,500) and an increase in personnel of 2.41 FTE Overall the County budget increased 5.49% (\$6,320,358) and had an addition of 31.45 FTE

The 2023-24 budget saw operating expenses decrease along with FTE decreases in the General Fund. Total General Fund operating monies decreased -0.15% (\$50,000) and an decrease in

personnel of 0.42 FTE Overall the County budget increased 2.78% (\$3,372,448) and had an addition of 15.85 FTE

PROPERTY TAX LEVY

Like the previous year, I am proposing that the budget committee set the Measure 50 maximum tax rate of \$1.7160 / \$1,000 in the General Fund.

For the Public Safety Operating Levy, I am recommending a tax rate in the amount of \$0.495/\$1,000.

PROGRAM CHANGES / UPDATES:

General Fund

The General Fund will see decreases in personnel of -2.00 FTE and a decrease in the overall budget of -2.14% (-\$1,013,645 decrease).

Other Funds

Public Works saw an decrease in the overall budget of -13.14% (\$2,257,000). The primary decrease is the result of completing the Grand Ronde Road project, and the beginning of the Black Rock Road/Bridge improvement.

Health Services will have a decrease in appropriations of -20.73% (-\$1,840,000) caused by not have the inter-fund loan revenue/appropriation (-\$1,500,000).

Public Health has a decrease in the overall budget of -6.45% and personnel (-1.80 FTE) due to a final ramp down of COVID.

Behavioral Health saw an increase in personnel (3.20 FTE) and appropriations (\$5,834,000) due to increased funding and a larger beginning fund balance..

REVENUES:

General Fund

General Fund revenue for fiscal year 2024-25 is proposed at \$31,724,250 (a \$693,300 decrease from last year). This is a **decrease** of -2.14% over last year's adopted budget. The primary revenue increases for the upcoming year are Property Taxes (\$520,000), and Community Corrections (\$300,000). Major decreases occurred in the Beginning Fund Balance (-\$650,000) and the State Operating Grant for Buena Vista Park project (-\$1,050,000)

All other revenues in the General Fund remained fairly constant.

Other Funds

The Public Works Fund **decreased** by 13.34% (\$2,257,000) due to funding associated with Grand Ronde Road project and Black Rock Road/Bridge project.

Health Services related funds with **an increase were** Behavioral Health (15.84%) and funds with a **decrease** were Health Services (-20.73%) and Public Health (-6.45%).

The Fair Fund saw a **decrease** in operating budget of 23.43%.

American Rescue Plan saw a decrease in operating budget as we spend down the allocation of funds (-79.86%).

PROPOSED STAFFING LEVELS:

General Fund (budgeted net decrease -2.0 FTE)

Proposed staffing levels in the General Fund decreased by -2.0 FTE

Other Funds (budgeted net decrease of -3.4 FTE)

Staff increases occurred in the Behavioral Health Fund (3.20 FTE) and Vettrans Services (0.5 FTE). Staff decreases occurred in Health Services (-3.05 FTE), Public Health (-1.80 FTE) and American Rescue Plan (-3.0 FTE).

Salaries & Benefits

The County has contracts in place for the next one or two fiscal years.

Costs associated with COLAs for elected officials, AFSCME, Deputy DA, Deputy Sheriff and Non-Represented have already been incorporated into this years budget.

PERS continues to be a serious financial issue for State & Local Governments. The Employer rate for PERS will not increase this year, as we are in the second year of rate adjustments. PERS will increase for the 2025-26 fiscal year, however with the creation of the PERS Reserve Fund, the impacts will be less severe than normal.

The Unfunded Actuarial Liability (UAL) for Polk County with the latest evaluation period (2022) is now at negative \$32.91 million, an increase of \$8.5 million over the previous year.

Health insurance continues to be a burden on our financial stability. Lately, health insurance rates have been very stable, however this year we could see significant increases (approximately 8%).

To put the cost associated with employee salaries and benefits into perspective, Polk County will potentially be employing 192 more employees in 2024 than in 2014, but the total cost associated with those employees will be \$32,500,000 higher. Another way to look at how the costs associated with an employee increase is to look at the average cost of a full-time employee. The cost of an average employee has increased over 39.0% in the past ten years (almost a 3.9% increase a year).

INTERNAL CHARGES:

The overhead charges associated with Central Services, Finance, Personnel, County Counsel and Board of Commissioners **increased** 13% for fiscal year 2024-25.

The distribution of rental charges was based on square footage for the Courthouse Complex and the Academy Building. Charges include operational costs (utilities, custodial, maintenance, etc.) and building depreciation/COP repayment (a 500,000 transfer to Building Improvement). Rental charges for the Courthouse Complex **increased** 10.8% and **increased** 8.3% for the Academy Building. Rent for the Jail **increased** by 16.7% for the upcoming year. A new rent was created eight years ago for the Buchanan Building and it saw a 5.5% increase. A brand new rent was introduced this year for the Resource Center.

The insurance charges for 2024-25 **increased** 10.2% and were distributed based on past claims history, current litigation and payment for full insurance coverage.

Charges for Information Services and G.I.S. were distributed based on the established formula of user hardware and proposed programming for the upcoming year. Overall charges **increased** 12% for the fiscal year. Cyber Security costs are the driving force of this increase

PROPOSED CAPITAL OUTLAY:

General Fund

The one proposed capital outlay item for the General Fund is vehicles (3) for the Sheriff's Office in the amount of \$150,000.

Other Funds

In Public Works, the proposed capital outlay expenditures of \$1,245,000 includes multiple pieces of equipment along with vehicles. Other capital outlay in Public Works includes machinery, right of way purchases and bike path dollars.

The Court Security Fund has \$25,000 earmarked for security upgrades.

Behavioral Health has \$6,000,000 allocated for a new building.

In the Economic Development Fund, there is a \$700,000 capital project that may be secured through a Community Development Block Grant.

Management Services has \$90,000 allocated for one/two motor pool vehicles and computer equipment.

The Building Improvement Fund has \$365,000 allocated for HVAC and parking lot.

The Public Works Construction Fund has \$55,000 for upgrades of existing Public Works buildings.

TRANSFERS:

Transfers from the General Fund to other funds had a **decrease** of 19.05%.

The Public Health Fund transfer **decreased** by \$50,000.

The transfer to the Juvenile Fund was **increased** by \$35,000 to 800,000.

The transfer to the Public Works Fund stayed the same at \$150,000 based upon timber cut projections. The monies from this transfer are dedicated to designated state timber resource roads in the County. This transfer will be used to reimburse the Public Works Fund for work done on these roads and to pay off an infrastructure loan from the State of Oregon.

The transfer to the Dog Control Fund is proposed to **decrease** \$40,000 for a total of \$140,000. This amount reflects the reduction of a 0.5 FTE.

The transfer to the Marine Patrol Fund remained the same at \$5,000. This transfer allows for the County to utilize approximately \$70,000 in State Marine monies for the program.

The transfer to the Fair Fund is proposed to remain the same (\$200,000). This transfer is intended to assist with facility upkeep/maintenance and employee benefits.

The transfer to the Veteran's Services Fund is proposed to remain the same at \$90,000.

Transfers to the Law Library \$25,000 and Domestic Mediation Fund at \$5,000 to cover expenses for the programs.

The transfer to the Family & Community Outreach program will decrease to \$100,000.

The two transfers for the building projects are in the amounts of \$125,000 (Courthouse Improvement) and \$50,000 to the Public Works Construction Fund to cover costs associated with the new EOC/Sheriff locker room. Both transfers decreased from the previous year.

Public Works Fund is transferring \$500,000 to the Public Works Construction Fund.

Management Services will be transferring \$700,000 to the Building Improvement Fund to cover the costs associated with the COPs for the Academy Building and other facility related projects.

CONTINGENCIES:

The General Fund Contingency is proposed at \$3,276,765, which is a decrease of \$405,354 over last year's adopted contingency. Other funds with significant contingencies are Public Works (\$3,104,854), and Behavioral Health (\$6,775,449).

CONCLUSION:

At Polk County we have always taken great pride in the way we do business and I believe the proposed budget continues to provide our citizens with programs and services they have come to expect and deserve from their local government.

However, looking out over the next couple of fiscal years, the cost of doing business is beginning to outpace the operating revenue capacity of some of our funds (General Fund and Management Services), while some other funds (Public Works, Behavioral Health) have enough revenue flexibility to address the increased costs.

Over the next six (6) months, I will be developing a plan to address these funding/cost issues and give the Board and Budget Committee an update on my recommendations to insure our fiscal stability.

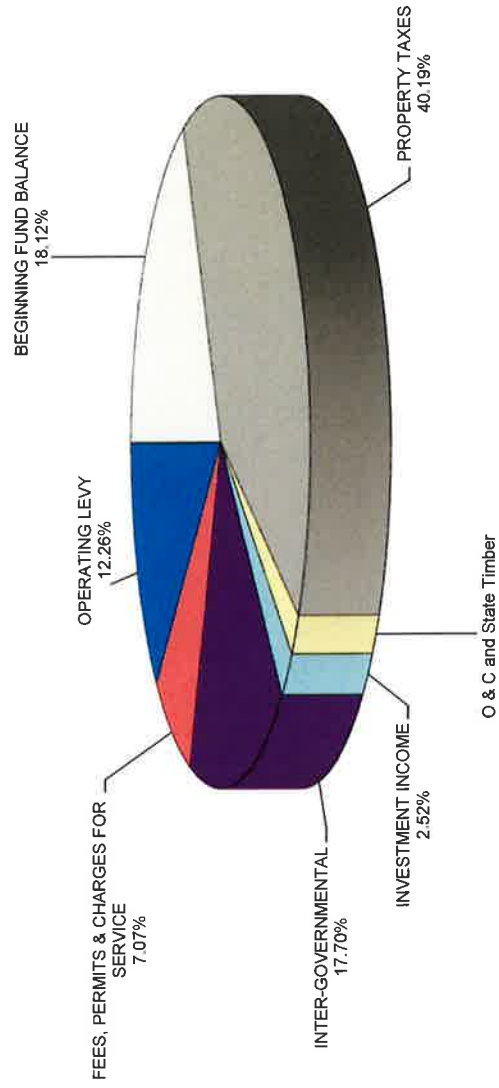
POLK COUNTY
SUMMARY OF PROPOSED BUDGET
FY 2024-2025

DEPARTMENT	(FTE)	PERSONAL SERVICES			MATERIALS AND SERVICES			CAPITAL OUTLAY			OTHER			FY 2024-25			FY 2023-24			NET CHANGE			NET COST OF PROGRAM			
		PERSONAL SERVICES	SERVICES	OTHER	PERSONAL SERVICES	SERVICES	OTHER	CAPITAL OUTLAY	OTHER	FY 2024-25 TOTAL BUDGET	FY 2023-24 TOTAL BUDGET	FTE	PERCENT CHANGE	NET CHANGE	FY 2024-25 REVENUES	FY 2023-24 REVENUES	NET CHANGE	FY 2024-25 COST OF PROGRAM	FY 2023-24 COST OF PROGRAM	NET CHANGE						
GENERAL FUND (100)																										
ASSESSOR COUNTY CLERK	12.00	1,451,451	538,953	0	0	0	0	0	1,990,404	1,818,875		9.43%	171,529	321,000	1,669,404	0.00	0.00	171,529	321,000	1,669,404	0.00	0.00	171,529	321,000	1,669,404	
RECORDING	1.30	150,109	94,235	0	0	0	0	244,344	237,707		2.79%	6,637	335,000	-90,656				6,637	335,000	-90,656			6,637	335,000	-90,656	
ELECTIONS	1.50	224,455	235,972	0	0	0	0	460,427	443,438		3.83%	16,989	27,500	432,927				16,989	27,500	432,927	-0.10	0.00	16,989	27,500	432,927	
TREASURER	0.30	44,795	19,533	0	0	0	0	64,328	62,254		3.33%	2,074	0	64,328				2,074	0	64,328	0.00	0.00	2,074	0	64,328	
TAX COLLECTOR	1.50	207,445	137,617	0	0	0	0	345,062	398,724		-13.46%	-53,662	15,000	330,062				-53,662	15,000	330,062	-0.10	0.00	-53,662	15,000	330,062	
COMMUNITY DEVELOPMENT																										
PLANNING	4.55	640,939	219,528	0	0	0	0	860,467	720,271		19.46%	140,196	266,000	594,467				140,196	266,000	594,467	0.00	0.00	140,196	266,000	594,467	
ENVIRONMENTAL HEALTH	2.20	280,171	130,728	0	0	0	0	410,899	390,732		5.16%	20,167	377,500	33,399				20,167	377,500	33,399	0.10	0.00	20,167	377,500	33,399	
DISTRICT ATTORNEY																										
PROSECUTION	14.30	1,811,216	406,827	0	0	0	0	2,218,043	2,114,337		4.90%	103,706	105,000	2,113,043				103,706	105,000	2,113,043	0.00	0.00	103,706	105,000	2,113,043	
MEDICAL EXAMINER	0.00	60,959	16,098	0	0	0	0	77,057	76,449		0.80%	608	0	77,057				608	0	77,057	0.00	0.00	608	0	77,057	
SUPPORT ENFORCEMENT	3.70	422,422	101,756	0	0	0	0	524,178	487,724		7.47%	36,454	390,000	134,178				36,454	390,000	134,178	0.00	0.00	36,454	390,000	134,178	
VICTIMS ASSISTANCE	3.75	347,881	103,073	0	0	0	0	450,954	429,584		4.97%	21,370	215,000	235,954				21,370	215,000	235,954	0.10	0.00	21,370	215,000	235,954	
CASA/COURT APPOINTED SPECIAL ADVOCATE	0.00	0	20,000	0	0	0	0	20,000	25,000		-20.00%	-5,000	0	20,000				-5,000	0	20,000	0.00	0.00	-5,000	0	20,000	
SHERIFF																										
PATROL	35.45	5,604,054	1,614,329	150,000	0	0	0	7,368,383	7,267,333		1.39%	101,050	269,500	7,098,883				101,050	269,500	7,098,883	-1.00	0.00	101,050	269,500	7,098,883	
JAIL	34.00	5,422,560	2,167,700	0	0	0	0	7,590,260	7,069,549		7.37%	520,711	767,000	6,823,260				520,711	767,000	6,823,260	0.00	0.00	520,711	767,000	6,823,260	
EMERGENCY MANAGEMENT	1.50	256,392	367,455	0	0	0	0	623,847	608,355		2.55%	15,492	550,000	73,847				15,492	550,000	73,847	0.00	0.00	15,492	550,000	73,847	
COMMUNITY SERVICE	4.00	367,894	90,040	0	0	0	0	457,934	415,056		10.33%	42,878	275,000	182,934				42,878	275,000	182,934	0.00	0.00	42,878	275,000	182,934	
COMMUNITY CORRECTIONS	12.55	1,834,381	728,816	0	0	0	0	2,563,197	2,483,697		3.20%	79,500	2,350,000	213,197				79,500	2,350,000	213,197	-1.00	0.00	79,500	2,350,000	213,197	
PARKS MAINTENANCE	0.00	0	80,701	0	0	0	0	80,701	1,094,346		-92.63%	-1,013,645	90,500	-9,799				-1,013,645	90,500	-9,799	0.00	0.00	-1,013,645	90,500	-9,799	
NON-DEPARTMENTAL																										
OTHER	0.00	0	7,000	0	0	0	0	7,000	7,000		0.00%	0	50,000	-25,313,250				0	50,000	-25,313,250	0.00	0.00	0	50,000	-25,313,250	
O & C TIMBER TITLE III	0.50	0	50,000	0	0	0	0	50,000	65,000		-23.08%	-15,000	0	0				-15,000	0	0	0.50	0.00	-15,000	0	0	
TRANSFERS																										
FUND OPERATING CONTINGENCY																										
UNAPPROPRIATED ENDING FUND BALANCE																										
TOTALS	133.10	19,127,124	7,130,361	150,000	5,316,765	0	0	31,724,250	32,417,550		-2.14%	-693,300	31,724,250	0				-693,300	31,724,250	0	-2.00	0.00	-693,300	31,724,250	0	
BUILDING INSPECTION FUND (110)																										
C.A.M.I. FUND (140)	5.05	651,713	307,855	0	65,432	0	0	1,025,000	1,200,000		-14.58%	-175,000	1,025,000	0				-175,000	1,025,000	0	-1.00	0.00	-175,000	1,025,000	0	
DOMESTIC MEDIATION FUND (160)	0.25	27,621	127,879	0	0	0	0	155,500	167,500		-7.16%	-12,000	155,500	0				-12,000	155,500	0	0.00	0.00	-12,000	155,500	0	
COURT SECURITY (180)	0.00	0	63,000	0	0	0	0	63,000	58,000		8.62%	5,000	63,000	0				5,000	63,000	0	0.00	0.00	5,000	63,000	0	
PUBLIC WORKS FUND (210)																										
ADMINISTRATION PROGRAM	3.00	473,540	742,486	0	3,604,854	0	0	4,820,880	5,919,520		-18.56%	-1,098,640	4,615,000	205,880				-1,098,640	4,615,000	205,880	0.00	0.00	-1,098,640	4,615,000	205,880	
COUNTY SHOP	3.00	399,744	318,000	5,000	0	0	0	722,744	701,392		3.04%	21,352	150,000	572,744				21,352	150,000	572,744	0.00	0.00	21,352	150,000	572,744	
ROAD MAINTENANCE PROGRAM	14.00	1,757,918	3,133,000	1,150,000	0	0	0	6,040,918	5,886,202		2.63%	154,716	8,190,000	-2,149,082				154,716	8,190,000	-2,149,082	0.00	0.00	154,716	8,190,000	-2,149,082	
ROAD CONSTRUCTION PROGRAM	0.00	0	1,840,500	90,000	0	0	0	1,930,500	3,455,500		-44.13%	-1,525,000	1,630,000	300,500				-1,525,000	1,630,000	300,500	0.00	0.00	-1,525,000	1,630,000	300,500	
SURVEY	3.00	408,269	41,500	0	0	0	0	449,769	463,894		-3.04%	-14,125	60,000	389,769				-14,125	60,000	389,769	0.00	0.00	-14,125	60,000	389,769	
ENGINEERING	4.00	677,689	14,500	0	0	0	0	692,189	487,492		41.99%	204,697	12,000	680,189				204,697	12,000	680,189	0.00	0.00	204,697	12,000	680,189	
TOTALS	27.00	3,717,160	6,089,986	1,245,000	3,604,854	0	0	14,657,000	16,914,000		-13.34%	-2,257,000	14,657,000	0				-2,257,000	14,657,000	0	0.00	0.00	-2,257,000	14,657,000	0	
PUBLIC CORNER PRES. FUND (215)																										
DOG CONTROL FUND (220)	0.00	0	110,000	0	0	0	0	110,000	170,000		-35.29%	-60,000	110,000	0				-60,000	110,000	0	0.00	0.00	-60,000	110,000	0	
MARINE PATROL FUND (225)	1.50	183,755	53,745	0	0	0	0	237,500	268,000		-11.38%	-30,500	237,500	0				-30,500	237,500	0	-0.50	0.00	-30,500	237,500	0	
LAW LIBRARY (230)	0.05	53,767	28,733	0	0	0	0	82,500	76,000		8.55%	6,500	82,500	0				6,500	82,500	0	0.05	0.00	6,500	82,500	0	
HEALTH SERVICES FUND (232)																										
HEALTH SERVICES ADMINISTRATION	15.60	2,058,939	628,712	0	0	0	0	2,687,651	2,496,086		7.67%	191,565	2,650,000	37,651				191,565	2,650,000	37,651	-0.15	0.00	191,565	2,650,000	37,651	
FAMILY & COMMUNITY OUTREACH	27.70	2,769,900	1,577,449	0	0	0	0	4,347,349	6,378,914		-31.85%	-2,031,565	4,385,000	-37,651				-2,031,565	4,385,000	-37,651	-2.90	0.00	-2,031,565	4,385,000	-37,651	
TOTALS	43.30	4,828,839	2,206,161	0	0	0	0	7,035,000	8,875,000		-20.73%	-1,840,000	7,035,000	0				-1,840,000	7,035,000	0	-3.05	0.00	-1,840,000	7,035,000	0	

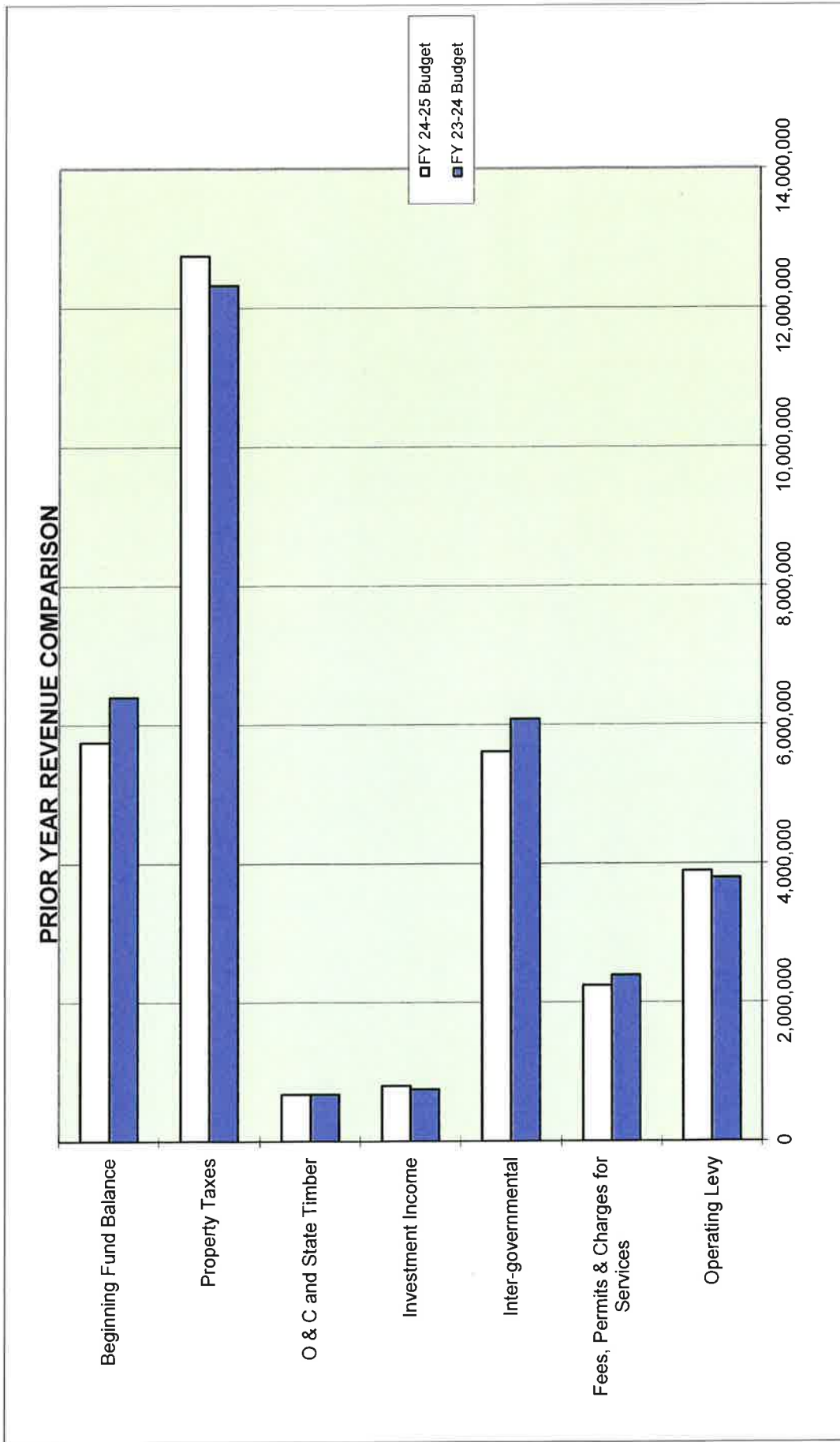
DEPARTMENT	PERSONAL SERVICES			MATERIALS AND CAPITAL			OTHER			FY 2024-25 TOTAL BUDGET	FY 2023-24 TOTAL BUDGET	NET CHANGE	PERCENT CHANGE	FTE	NET CHANGE	FY 2024-25 REVENUES	NET CHANGE	COST OF PROGRAM
	PERSONAL SERVICES	SERVICES	OUTLAY	CAPITAL	SERVICES	OUTLAY	OTHER	NET CHANGE	PERCENT CHANGE									
PUBLIC HEALTH FUND (235)	0.20	63,597	80,046	0	0	0	0	0	143,643	179,398	-35,755	-19.93%	0.50	-0.30	58,000	85,643		
FAMILY PLANNING	14.75	1,718,645	1,015,719	0	0	0	0	0	2,734,364	2,858,982	-124,618	-4.36%	16.25	-1.50	2,845,000	-110,636		
GENERAL HEALTH	2.65	260,213	126,780	0	0	0	0	0	386,993	451,620	-64,627	-14.31%	2.65	0.00	362,000	24,993		
WIC	17.60	2,042,455	1,222,545	0	0	0	0	0	3,265,000	3,490,000	-225,000	-6.45%	19.40	-1.80	3,265,000	0		
TOTALS																		
BEHAVIORAL HEALTH FUND (240)	22.50	2,158,471	614,786	6,000,000	6,775,449	0	0	0	15,548,706	14,655,088	893,618	6.10%	26.00	-3.50	19,100,000	-3,551,294		
BEHAVIORAL HEALTH SUPPORT SERVICES	0.00	0	0	0	0	0	0	0	0	2,406,463	-2,406,463	-100.00%	14.20	-14.20	0	0		
ADDITION PROGRAMS	97.00	11,134,472	11,070,937	0	0	0	0	0	22,205,409	15,807,386	6,398,023	40.47%	81.60	15.40	19,075,000	3,130,409		
OUTPATIENT MENTAL HEALTH SERVICES	37.00	3,920,098	1,000,787	0	0	0	0	0	4,920,885	3,972,063	948,822	23.89%	31.50	5.50	4,500,000	420,885		
DEVELOPMENTAL DISABILITY	0.00	0	0	0	0	0	0	0	0	0	0	0.00%	0.00	0.00	0	0		
SUB-GRANT PROGRAMS	156.50	17,213,041	12,686,510	6,000,000	6,775,449	0	0	0	42,675,000	36,841,000	5,834,000	15.84%	153.30	3.20	42,675,000	0		
TOTALS																		
JUVENILE DEPT. FUND (245)	5.95	804,407	182,160	0	0	0	0	0	986,567	925,312	61,255	6.22%	5.95	0.00	960,000	26,567		
JUVENILE PROBATIONS	0.00	0	290,433	0	0	0	0	0	290,433	282,188	8,245	2.92%	0.00	0.00	317,000	-26,567		
JUVENILE SANCTIONS	0.00	0	0	0	0	0	0	0	0	0	0	0.00%	0.00	0.00	0	0		
COMMUNITY SERVICE - JUVENILE	5.95	804,407	472,593	0	0	0	0	0	1,277,000	1,207,500	69,500	5.76%	5.95	0.00	1,277,000	0		
TOTALS																		
FAIR FUND (260)	3.00	319,803	185,471	0	0	0	0	0	505,274	764,772	-259,498	-33.93%	3.00	0.00	537,500	-32,226		
YEAR ROUND OPERATIONS	1.00	154,783	130,943	0	0	0	0	0	285,726	268,228	17,498	6.52%	1.00	0.00	253,500	32,226		
ANNUAL COUNTY FAIR	4.00	474,586	316,414	0	0	0	0	0	791,000	1,033,000	-242,000	-23.43%	4.00	0.00	791,000	0		
TOTALS																		
VETERANS SERVICES FUND (254)	3.00	298,996	61,004	0	0	0	0	0	360,000	330,000	30,000	9.09%	2.50	0.50	360,000	0		
GENERAL SERVICES	0.00	0	186,000	0	0	0	0	0	186,000	11,000	175,000	6.29%	0.00	0.00	186,000	0		
BOARD OF COMMISSIONERS	2.05	273,477	304,000	40,000	0	0	0	0	617,477	545,297	72,180	13.24%	2.05	0.00	422,500	194,977		
CENTRAL SERVICES	5.35	508,560	138,250	0	0	0	0	0	646,810	568,307	78,503	13.81%	5.35	0.00	1,250,000	-603,190		
ACADEMY-BUILDING MAINTENANCE	7.70	789,308	205,600	0	0	0	0	0	994,908	896,513	98,395	10.98%	7.95	-0.25	1,070,000	-75,092		
COURTHOUSE-BUILDING MAINTENANCE	2.85	284,227	237,300	0	0	0	0	0	521,527	450,941	70,586	15.65%	2.85	0.00	525,000	-3,473		
JAIL-BUILDING MAINTENANCE	1.10	105,698	354,000	0	0	0	0	0	459,698	443,036	16,662	3.76%	1.10	0.00	475,000	-15,302		
BUCHANAN BLDG. MAINTENANCE	1.10	103,556	61,400	0	0	0	0	0	164,956	0	164,956	0.00%	1.10	0.00	185,000	-20,044		
RESOURCE CENTER	7.00	943,074	672,150	50,000	0	0	0	0	1,665,224	1,651,385	13,839	0.84%	7.00	0.00	1,650,000	15,224		
INFORMATION SERVICES	2.00	303,011	114,050	0	0	0	0	0	417,061	408,979	8,082	1.98%	1.50	0.50	410,000	7,061		
COMPUTER MAPPING (GIS)	6.60	872,277	231,700	0	0	0	0	0	1,103,977	979,572	124,205	12.68%	5.70	0.90	10,000	1,103,977		
FINANCE	3.00	490,168	106,850	0	0	0	0	0	597,018	542,497	54,521	10.05%	3.00	0.00	10,000	587,018		
HUMAN RESOURCES	0.85	194,617	6,700	0	0	0	0	0	201,317	196,137	5,180	2.64%	0.85	0.00	12,000	189,317		
COUNTY COUNSEL	0.00	0	0	0	0	0	0	0	700,000	750,000	-50,000	-6.67%	0.00	0.00	3,300,000	-2,600,000		
COUNTY COUNSEL	0.00	0	0	0	0	0	0	0	778,037	552,436	225,601	40.84%	0.00	0.00	0	778,037		
TRANSFERS	0.00	0	0	778,037	700,000	0	0	0	778,037	552,436	225,601	40.84%	0.00	0.00	0	778,037		
SPECIAL PROJECTS	42.60	5,288,813	2,453,150	868,037	700,000	0	0	0	9,310,000	8,415,000	895,000	10.64%	40.35	2.25	9,310,000	0		
TOTALS																		
INSURANCE FUND (620)	0.35	82,495	1,119,505	0	0	0	0	0	1,202,000	1,200,000	2,000	0.17%	0.35	0.00	1,202,000	0		
TOTALS																		
GRAND TOTAL ALL FUNDS	449.00	55,255,925	39,084,808	9,908,037	19,496,980	0	0	0	123,745,750	128,417,550	-5,496,800	-3.64%	455.40	-5.40	123,745,750	0		

2024-2025
GENERAL FUND
REVENUE DISTRIBUTION

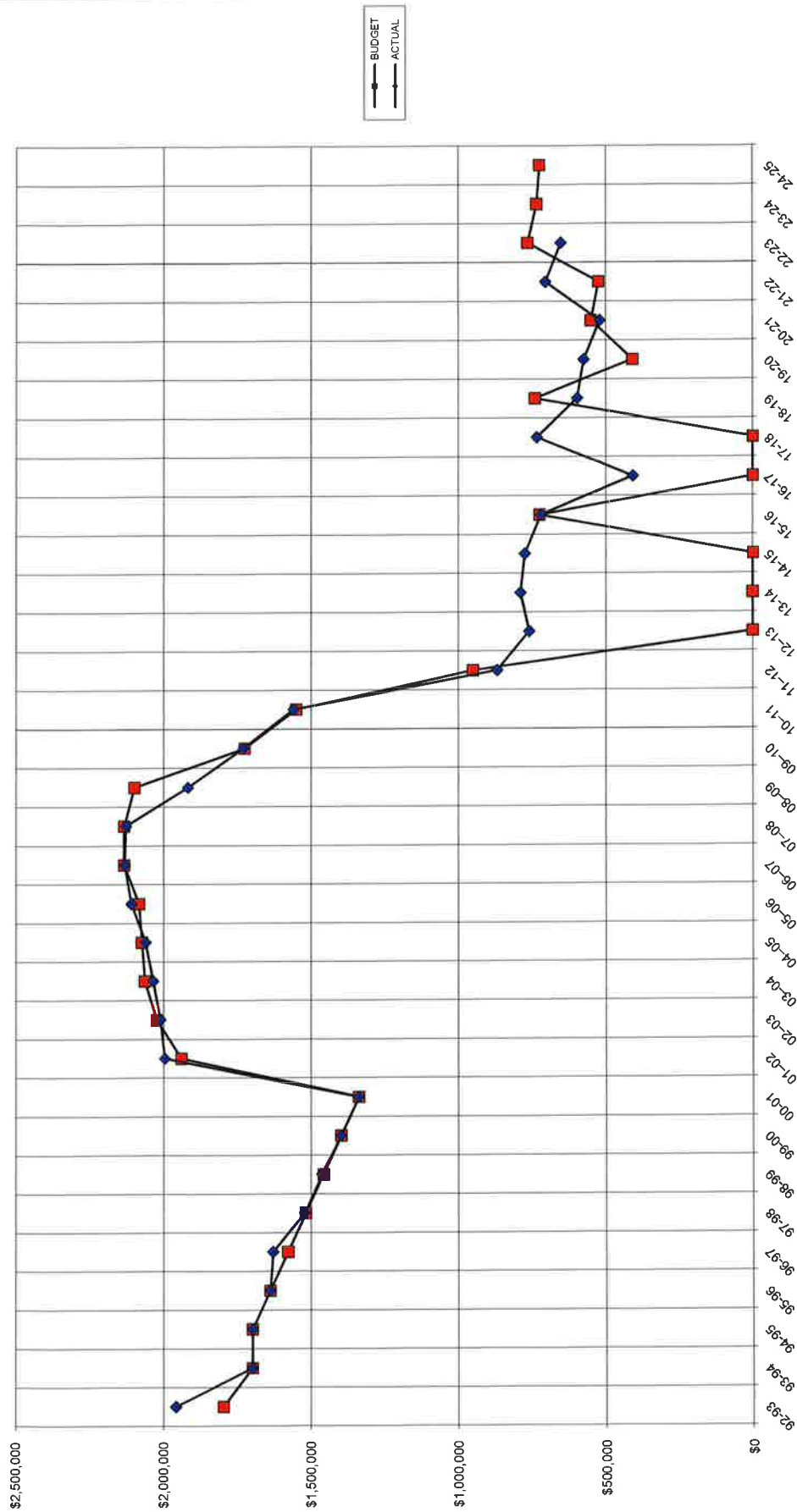
REVENUE



FY 2024-2025
General Fund Budget

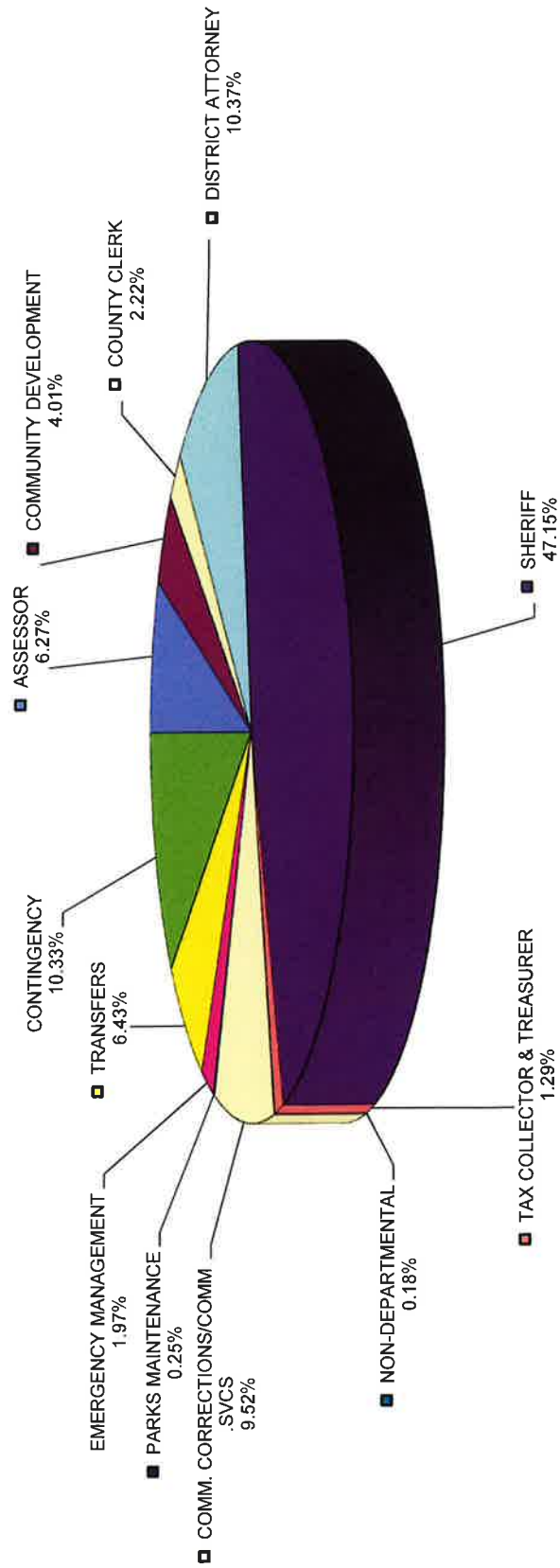


O&C TIMBER REVENUE

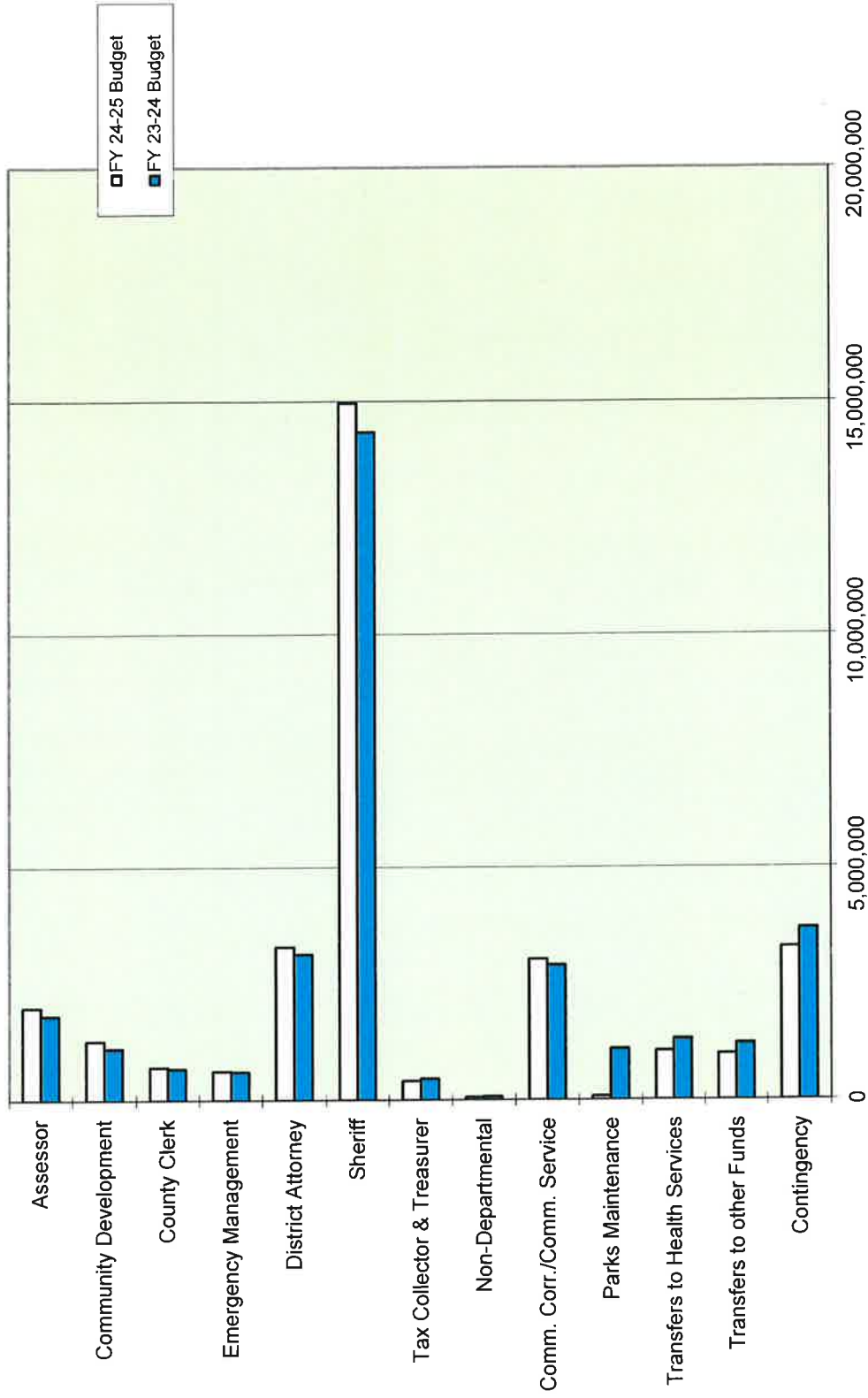


2024-2025 GENERAL FUND
EXPENDITURE DISTRIBUTION

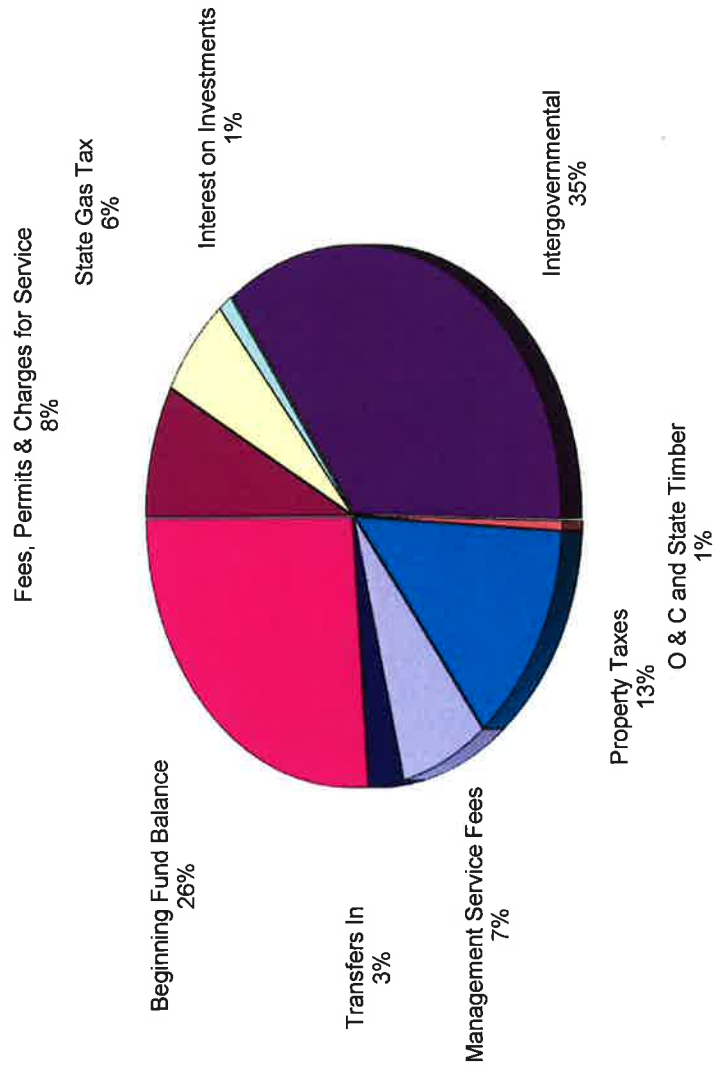
Expenditures & Transfers



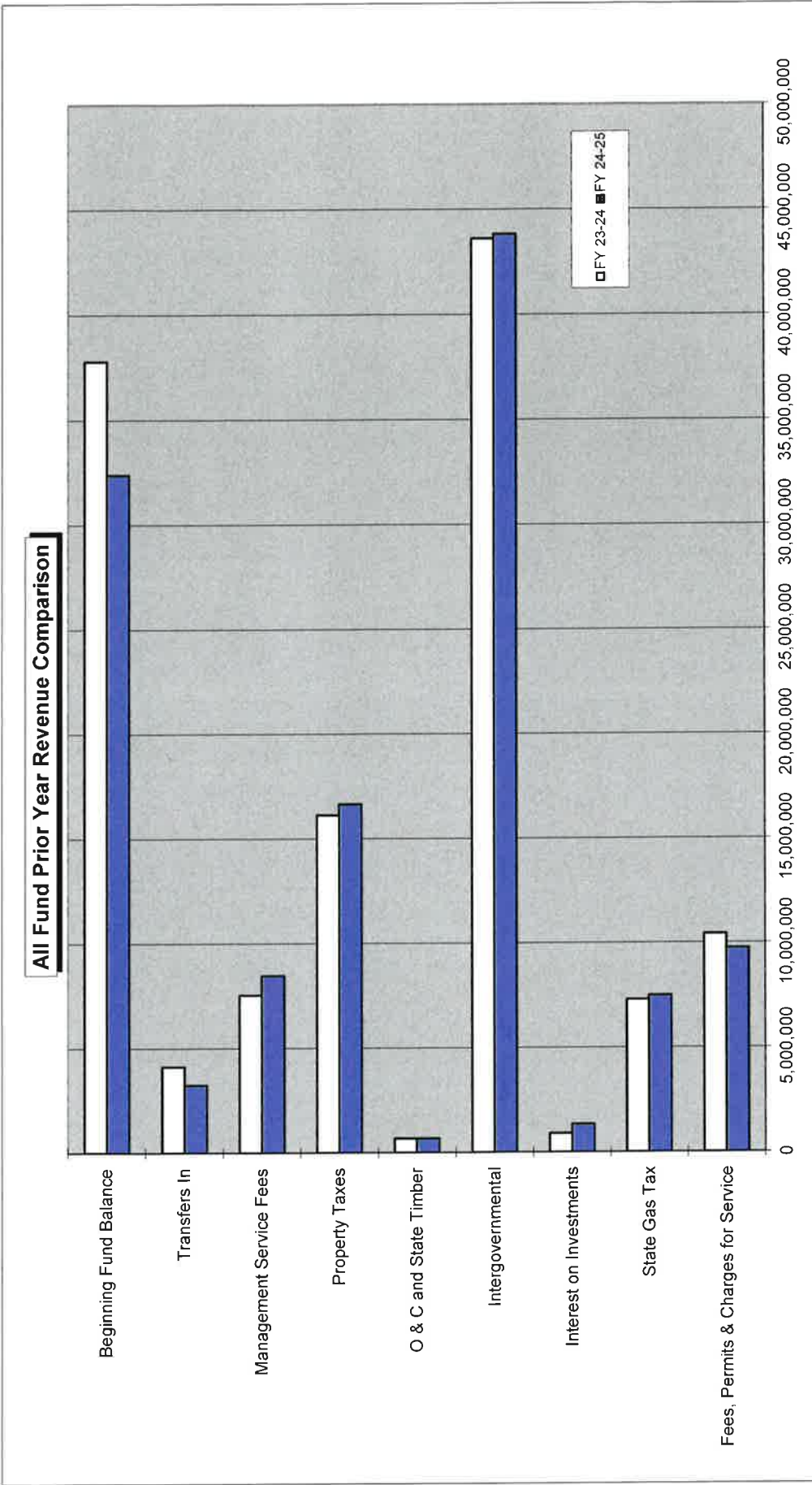
PRIOR YEAR EXPENDITURE COMPARISON



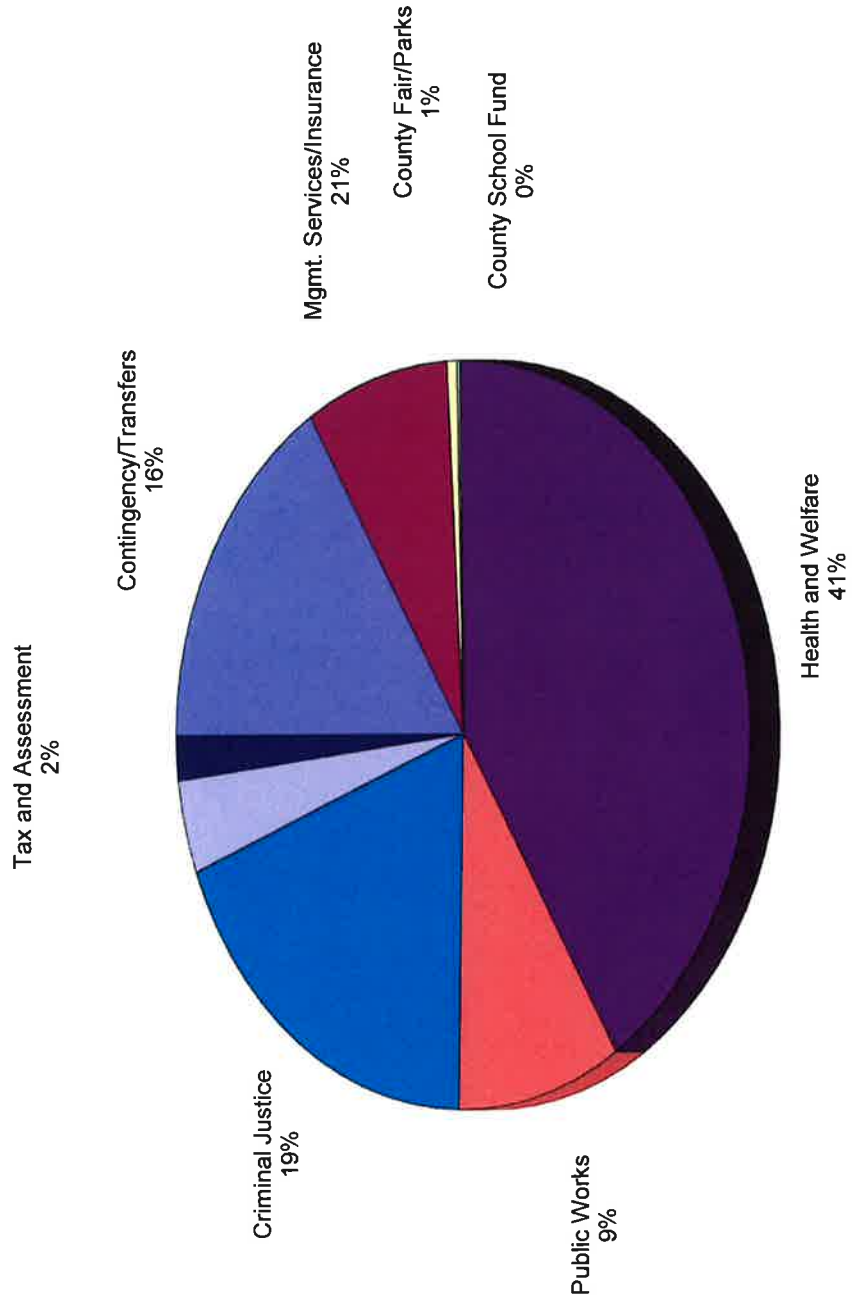
**FY 2024-2025
REVENUE ALL FUNDS**



FY 2024-2025 Budget All Funds

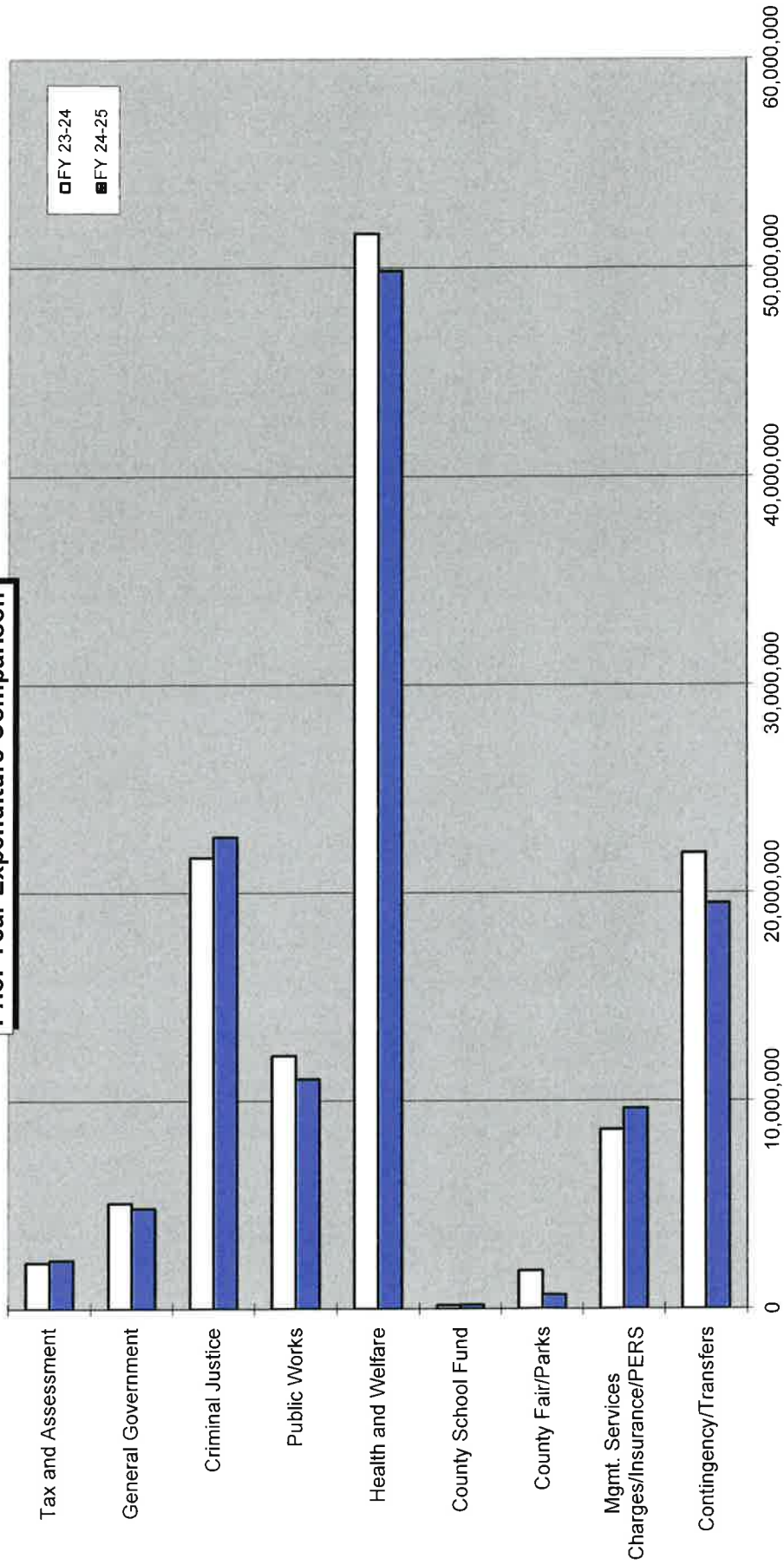


**FY2024-2025
ALL EXPENDITURES BY CATEGORY**



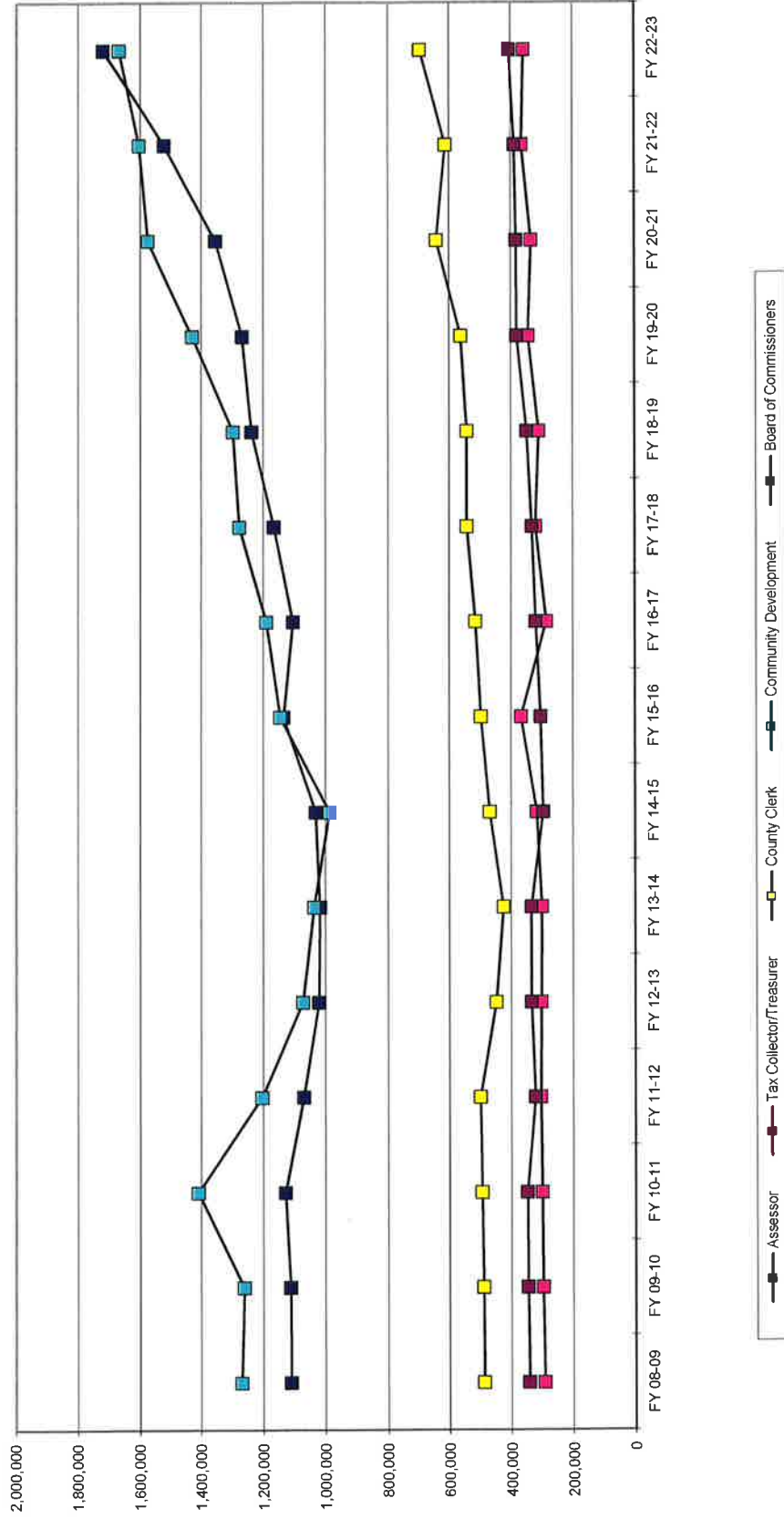
FY 2024-2025 Budget All Funds

**All Funds - Major Categories
Prior Year Expenditure Comparison**

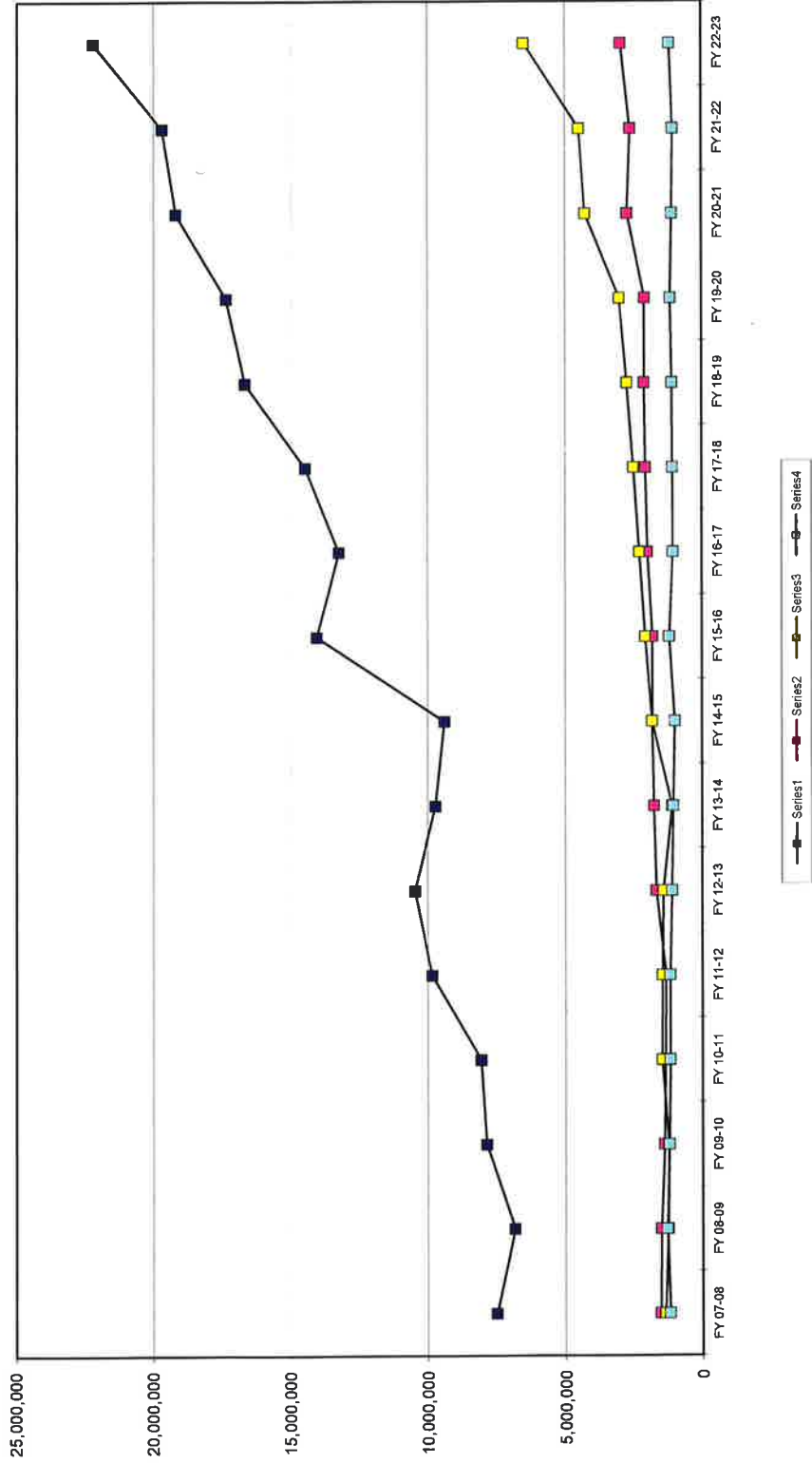


Expenditure History General Fund Departments

Expenditure History

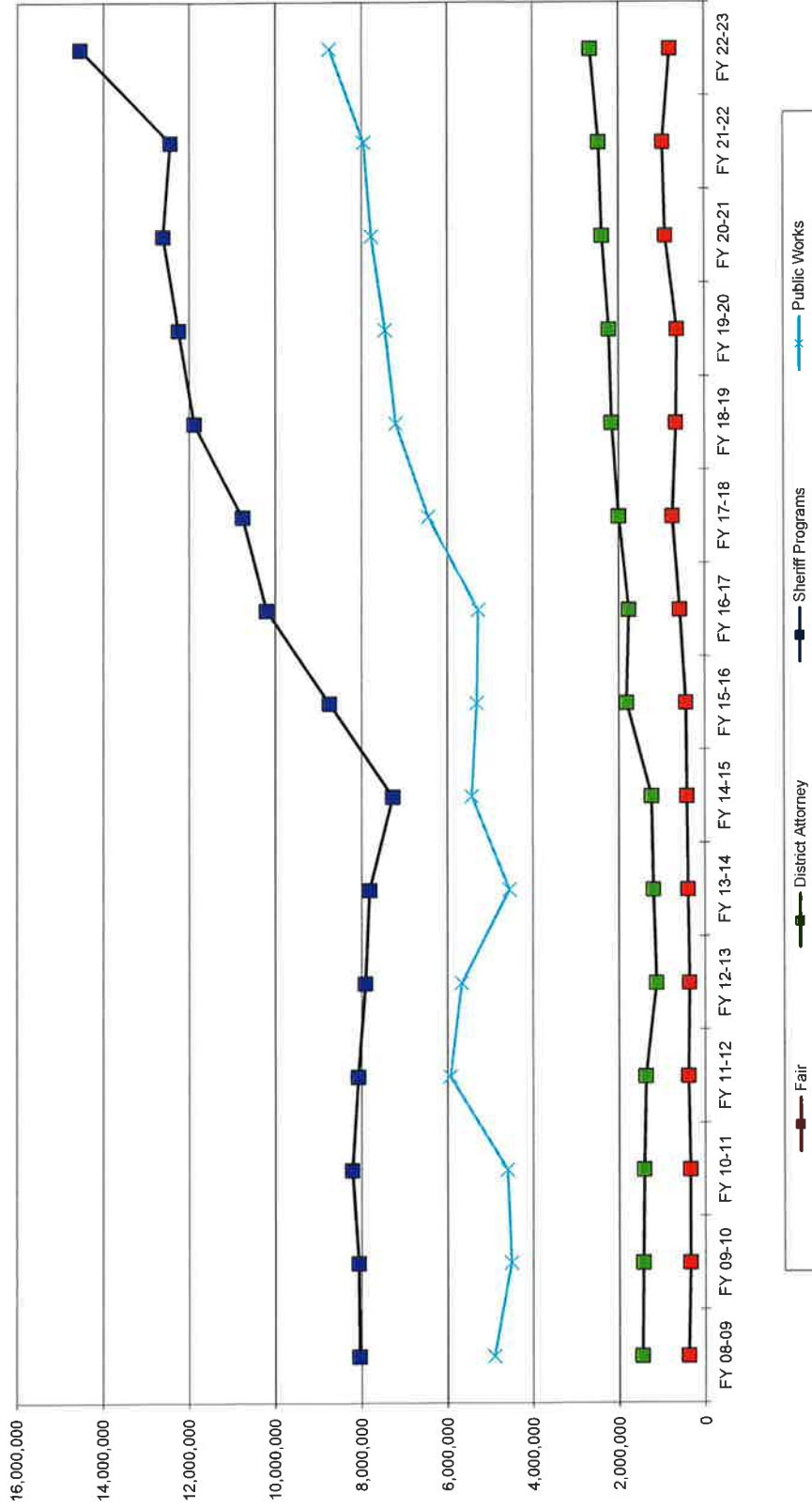


Expenditure History - Health Services & Youth



Expenditure History Assorted Departments/Funds

Expenditure History





INTEROFFICE MEMORANDUM

POLK COUNTY COURTHOUSE

TO: BUDGET COMMITTEE

FROM: GREG HANSEN, BUDGET OFFICER

DATE: APRIL 4, 2024

SUBJECT: GENERAL FUND REVENUES 2024-25 BUDGET

The proposed revenues for the General Fund are estimated at \$31,724,250, a 2.14% decrease from last year's adopted budget.

The major increases in revenue occurred in Property Taxes (\$520,000), and Community Corrections (\$300,000).

Major reductions include Beginning Fund Balance (-\$650,000) and State Operating Grant – Buena Vista Park (-\$1,050,000).

**Polk County
Adopted Budget
Fiscal Year 2024-2025
Beginning July 1, 2024
Revenues**

Fund	100 General
Revenues for all departments	

FY 21-22	FY 22-23	FY 23-24	Divn.	Acct.	Description	FY 24-25	FY 24-25	FY 24-25	Department
Actual	Actual	Adopted	Num.	Num.		Requested	Proposed	Approved	
10,175	9,629	10,000	120	6200	Permits and Licenses		10,000		Recording
641,362	320,925	350,000	120	6300	Charges for Services		325,000		Recording
9,743	29,219	7,500	130	6130	State Operating Grants		7,500		Elections
4,532	1,338	15,000	130	6300	Charges for Services		20,000		Elections
6,092,142	6,092,142	6,400,000	199	6000	Beginning Fund Balance		5,750,000		Non-Departmental
11,381,786	11,879,601	12,150,000	199	6010	Property Taxes		12,600,000		Non-Departmental
173,997	148,315	175,000	199	6020	Property Taxes Previous Years		150,000		Non-Departmental
2,894,544	3,029,111	3,750,000	199	6015	Property Taxes - Operating Levy		3,850,000		Operating Levy
41,097	37,065	45,000	199	6017	Property Taxes Levy Previous Years		40,000		Operating Levy
366,419	390,534	350,000	199	6050	Franchise Tax		400,000		Non-Departmental
0	11,306	0	199	6110	Federal Awards		0		Non-Departmental
651,316	602,661	675,000	199	6120	Federal Pmt. in Lieu of Tax (O&C)		675,000		Non-Departmental
53,462	49,472	60,000	200	6221	Federal Pmt. in Lieu of Tax (Title III)		50,000		Non-Departmental
436,467	20,760	150,000	199	6140	State Shared Revenues		150,000		Non-Departmental
735,138	784,382	750,000	199	6142	State Shared Revenues-Excise Tax		775,000		Non-Departmental
24,475	25,813	25,000	199	6170	Intergovernmental Local Govt.		25,000		Non-Departmental
2,288	0	2,500	199	6310	Charges for Services-Rentals		2,500		Non-Departmental
98,381	95,543	100,000	199	6600	Fines and Forfeitures		100,000		Non-Departmental
119,401	706,300	750,000	199	6800	Interest Income		800,000		Non-Departmental
5,933	115,318	3,250	**	6990	Miscellaneous		2,750		Various Departments
0	0	0	199	7100	Proceeds from Sale of Assets		0		Non-Departmental
333,654	273,563	300,000	210	6130	State Operating Grants-CAFA		310,000		Assessment
2,336	685	2,500	210	6300	Charges for Services		1,000		Assessment
13,454	8,390	10,000	210	6305	MS Fees		10,000		Assessment
3,756	11,597	7,000	220	6300	Charges for Services		5,000		Tax Collector
6,278	3,173	10,000	220	6600	Fines and Forfeitures		10,000		Tax Collector
0	0	0	310	6130	State Operating Grants		0		Planning
103,000	120,000	120,000	310	6170	Intergovernmental Local Govt.		130,000		Planning
3,381	4,890	2,800	310	6200	Permits and Licenses		2,000		Planning
143,508	139,697	148,000	310	6300	Charges for Services		134,000		Planning
25,000	0	0	320	7920	Transfer from Other Fund		0		Building Inspection Fund
33,000	30,000	35,000	410	6130	State Operating Grants		35,000		Prosecution
66,414	73,015	60,000	410	6300	Charges for Services		70,000		Prosecution
288,053	254,948	300,000	415	6110	Federal Awards		350,000		Support Enforcement
30,002	21,969	30,000	415	6130	State Operating Grants		35,000		Support Enforcement
6,460	6,474	5,000	415	6300	Charges for Services		5,000		Support Enforcement
190,748	173,894	160,000	418	6110	Federal Awards		158,000		Victim's Assistance
56,478	71,571	60,000	418	6140	State Shared Revenues		57,000		Victim's Assistance
16,344	26,864	10,000	430	6110	Federal Awards		20,000		Patrol
292,390	1,348,520	25,000	430	6130	State Operating Grants		0		Patrol
112,800	112,800	0	430	6131	State Mental Health Grant		0		Patrol
1,438	0	0	430	6170	Intergovernmental Local Govt.		5,000		Patrol
7,990	4,214	10,000	430	6180	Non-Governmental Grants		5,000		Patrol
172,227	237,103	200,000	430	6300	Charges for Services		225,000		Patrol
12,315	8,978	5,000	430	6600	Fines and Forfeitures		10,000		Patrol
1,254	274	1,000	430	6980	Donations		1,000		Patrol
4,468	490	5,000	430	6990	Miscellaneous		1,000		Patrol
4,426	0	5,000	430	7100	Proceeds from Sale of Assets		2,500		Patrol
0	0	15,000	435	6110	Federal Awards		25,000		Jail
350,000	350,000	200,000	435	6140	State Shared Revenue (Impact)		200,000		Jail
554,516	591,144	520,000	435	6300	Charges for Services		525,000		Jail
1,134	2,679	2,000	435	6600	Fines and Forfeitures		2,000		Jail
4,194	0	5,000	435	6820	Commissions		15,000		Jail
1,952	0	0	435	6990	Miscellaneous		0		Jail
294,237	925,756	275,000	440	6110	Federal Awards		300,000		Emergency Management
0	10,000	0	440	6130	State Operating Grants		0		Emergency Management
0	0	0	440	6170	Intergovernmental Local Govt.		0		Emergency Management
227,921	239,822	250,000	440	6310	Charges for Services-Rentals		250,000		Emergency Management
3,270	8,879	0	457	6110	Federal Awards		0		Community Corrections
2,483,789	2,502,875	2,000,000	457	6130	State Operating Grants		2,300,000		Community Corrections
0	0	60,000	457	6130	State Operating Grants Drug Court		0		Community Corrections
128,619	48,262	50,000	457	6300	Charges for Services		50,000		Community Corrections
7,323	3,546	0	470	6310	Charges for Services-Rentals		0		Community Corrections
17,398	12,405	25,000		6110	Federal Awards		25,000		Comm. Serv.-Diversion
0	3,450	50,000	470	6130	State Operating Grants		50,000		Comm. Serv.-Diversion
198,530	203,481	180,000	470	6300	Charges for Services		200,000		Comm. Serv.-Diversion
71,163	84,126	75,000	590	6050	Franchise Tax		100,000		Environmental Health
5,887	2,924	7,000	590	6110	Federal Awards		7,500		Environmental Health
4,818	8,771	4,500	590	6130	State Operating Grants		5,000		Environmental Health
230,305	247,437	268,000	590	6200	Permits and Licenses		245,000		Environmental Health
13,936	18,375	16,000	590	6300	Charges for Services		20,000		Environmental Health
38,603	0	0	750	6110	Federal Awards		0		Parks Maintenance
3,150	0	1,050,000	750	6130	State Operating Grants		0		Parks Maintenance
83,091	81,597	85,000	750	6140	State Shared Revenues		90,000		Parks Maintenance
0	0	500	750	6300	Charges for Services		500		Parks Maintenance
0	421,923	500	750	6750	Settlements		0		Parks Maintenance
30,397,668	33,049,995	32,418,050			Fund Total		31,724,250	0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
GENERAL FUND	County Clerk		Recording	
Program Description:				
Collect fees and license monies for recording, copies, certifications, marriage licenses, domestic partnerships and wedding ceremonies.				
Program Goals or Objectives:				
To provide prompt and courteous service to all customers and perform office functions accurately and efficiently.				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Documents Recorded	17,463	10,493	8,929	11,000
Marriage Licenses	407	381	400	400
Domestic Partnerships	0	0	6	10
Board of Property Tax Appeals	4 + 1 late wavier	1	7	5

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
120 Recording	(Divn)
120 County Clerk	(Dept)

FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25		FY 24-25		FY 24-25	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
56,542	64,428	57,000	1.00	8010	Clerical/Admin. Specialist	57,446	1.00	57,446	1.00		
27,252	27,911	31,500	0.30	8060	Elected Official	33,500	0.30	33,500	0.30		
0	0	0		8080	Temporary/Part-Time	0		0			
0	0	0		8090	Overtime	0		0			
83,794	92,339	88,500	1.30		Total Salaries	90,946	1.30	90,946	1.30	0	0.00
23,975	26,304	26,108		8110	PERS-Retirement	22,737		22,737		0	
0	0	2,212		8115	PERS - Assessment	2,274		2,274		0	
6,142	6,887	6,770		8120	Social Security/Medicare	6,957		6,957		0	
25,002	26,667	26,650		8140	Insurance	26,650		26,650		0	
283	322	443		8150	Unemployment	455		455		0	
87	93	88		8160	Workers Comp. Insurance	91		91		0	
139,283	152,612	150,771	1.30		Total Personal Services	150,109	1.30	150,109	1.30	0	0.00
11,197	1,053	1,000		8210	Office Supplies	1,000		1,000			
0	0	0		8220	Operating Supplies	0		0			
0	0	0		8240	Software & Maintenance	0		0			
248	0	1,500		8250	Small Tools & Minor Equipment	1,500		1,000			
0	448	250		8310	Advertising and Printing	250		250			
593	265	500		8320	Photocopying	500		500			
225	256	250		8330	Postage	250		250			
900	1,095	1,000		8340	Telephone	1,000		1,000			
0	0	0		8410	Dues, Memberships & Publications	0		0			
0	0	0		8420	Workshops and Conferences	500		500			
0	0	0		8430	Transportation	0		0			
0	0	0		8580	Special Projects	0		0			
0	0	0		8590	Boards and Commissions Expense	0		0			
1,918	0	1,500		8610	Repairs and Maintenance	1,500		1,500			
(5)	0	2,000		8730	Misc. Fees	2,000		500			
41,969	44,176	46,419		8810	Rent Interdepartmental	51,386		51,386			
1,100	1,200	1,250		8820	Insurance Interdepartmental	1,400		1,400			
6,514	5,992	6,449		8830	Management Services Interdept.	6,826		6,826			
23,479	26,446	24,818		8840	Information Services Interdept	28,123		28,123			
88,138	80,931	86,936			Total Materials and Services	96,235		94,235		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
227,421	233,543	237,707	1.30		Total Department Expenses	246,344	1.30	244,344	1.30	0	0.00
Revenues											
10,175	9,629	10,000		6200	Permits & Licenses	10,000		10,000			
641,362	320,925	350,000		6300	Charges for Services	300,000		325,000			
0	0	0		6300	Charges for Services - Clerk's Trust	0		0			
0	0	0		6990	Miscellaneous	0		0			
0	0	0		7100	Proceeds from Sale of Assets	0		0			
651,537	330,554	360,000			Total Revenues	310,000		335,000		0	
Net Cost of Program											
(424,116)	(97,011)	(122,293)			Expenditures less Revenue	(63,656)		(90,656)		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
GENERAL FUND	County Clerk		Elections	
Program Description:				
Maintain the voter registration file and conduct all elections held in Polk County in the manner prescribed under Oregon and Federal law.				
Program Goals or Objectives:				
To conduct secure and error free elections.				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Total Ballots Issued	62,317	125,338	83,980	128,000
Ballots Processed	24,886	60,812	36,118	69,760
Special Elections	0	1	1	1
Primary/General Elections	1	1	1	1
Registered Voters	60,884	62,479	63,450	64,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
130 Elections	(Divn)
120 County Clerk	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 23-24	FY 23-24	FY 23-24			
Actual	Actual	Adopted	Num.	Description	Proposed	FTE	Approved	FTE	Adopted	
Expenditures										
50,759	58,081	58,380	1.00	8010 Clerical/Admin. Specialist	64,732	1.00	64,732	1.00		
63,588	65,125	66,500	0.70	8060 Elected Official	70,000	0.70	70,000	0.70		
2,943	8,544	10,000		8080 Temporary/Part-Time	5,000		5,000			
0	0	0		8090 Overtime	0		0			
117,290	131,750	134,880	1.70	Total Salaries	139,732	1.70	139,732	1.70	0	
35,130	37,591	39,115		8110 PERS-Retirement	40,522		40,522		0	
0	0	3,372		8115 PERS - Assessment	3,493		3,493		0	
8,827	9,646	10,318		8120 Social Security/Medicare	10,689		10,689		0	
19,788	20,159	32,300		8140 Insurance	28,900		28,900		0	
272	308	674		8150 Unemployment	699		699		0	
120	128	405		8160 Workers Comp. Insurance	419		419		0	
181,427	199,582	221,065	1.70	Total Personal Services	224,455	1.70	224,455	1.70	0	
960	11,200	2,000		8210 Office Supplies	2,000		2,000			
53,971	70,402	55,000		8220 Operating Supplies	55,000		50,000			
0	0	0		8240 Software & Maintenance	0		0			
614	99	1,000		8250 Small Tools & Minor Equipment	1,000		1,000			
6,691	753	1,000		8310 Advertising and Printing	1,000		1,000			
593	1,107	1,000		8320 Photocopying	1,000		1,000			
19,677	30,561	20,000		8330 Postage	25,000		25,000			
1,015	1,421	1,000		8340 Telephone	1,000		1,000			
250	400	1,000		8410 Dues, Memberships & Publicatns	1,000		1,000			
931	1,263	1,000		8420 Workshops and Conferences	1,500		1,500			
353	1,080	500		8430 Transportation	500		500			
11,366	17,209	15,000		8510 Professional Services	15,000		15,000			
0	0	0		8540 Contract Services	0		0			
0	1,176	0		8580 Special Projects	0		0			
20,320	32,937	25,000		8610 Repairs and Maintenance	25,000		25,000			
41,969	44,176	46,419		8810 Rent Interdepartmental	51,386		51,386			
1,100	1,200	1,250		8820 Insurance Interdepartmental	1,400		1,400			
10,368	9,535	9,892		8830 Management Services Interdept.	11,063		11,063			
33,566	38,266	41,312		8840 Information Services Interdept	48,123		48,123			
203,744	262,785	222,373		Total Materials and Services	240,972		235,972		-	
0	0	0		8948 Computers and Attachments	0		0		0	
0	0	0		Total Capital Outlay	0		0		0	
385,171	462,367	443,438	1.70	Total Department Expenses	465,427	1.70	460,427	1.70	0	
Revenues										
0	0	0		6110 Federal Awards	0		0			
9,743	29,219	7,500		6130 State Operating Grants	7,500		7,500			
0	0	0		6180 Non-Governmental Grants	0		0			
4,532	1,338	15,000		6300 Charges for Services	20,000		20,000			
0	0	0		7100 Proceeds from Sale of Assets	0		0			
14,275	30,557	22,500		Total Revenues	27,500		27,500		0	
Net Cost of Program										
370,896	431,810	420,938		Expenditures less Revenue	437,927		432,927		0	

**POLK COUNTY
2024-2025 PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
General Fund	Assessor	210

Program Description:

The Assessor's Office is responsible for producing the annual Assessment Roll. The Assessment Roll is used to administer and distribute locally budgeted property taxes for the taxing districts. This has become more complex since the passage of Measure 5 and 50, which now extends, imposes and sets a tax base on each property. For 2023, the Assessment Roll has **39,716 taxable and non taxable accounts** with a total taxable **Assessed Value of 7.73 billion dollars**. The total of taxes, fees and charges to be distributed equal **123.7 million dollars**.

Program Goals or Objectives:

The Assessor's Office is divided into three main support groups: records, valuation and cartography.

The goal of the Assessor's Office is to:

Ensure fairness and equity of property assessments, and to explore Alternative Appraisal Methods that seek to maximize available resources.

Insure equitable interpretation of and compliance with statutory laws regarding property assessment.

Ensure that all recorded legal documents are processed in a timely manner and reflect accurate records of ownership.

Continual development of computer applications in clerical, appraisal and mapping process to maximize efficient user of staff.

Descriptive Statistics:

Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Alternative/Physical Appraisals	2,331	4,098	5,500	5,500
New Construction Appraisals	1,233	1,206	1,000	1,000
Added Revenue Countywide from New Growth	513,636	549,851	524,663	525,000
Appeals of Value	5	2	7	4
Applications>Returns	2,702	2,609	3,025	2,800
Deed Documents Processed	5,062	5,082	5,000	5,000
Counter/Phone Assistance	2,795	3,577	2,800	3,000

ASSESSORS BUDGET HIGHLIGHTS 2024-2025

BUDGET HIGHLIGHTS 2023-2024

Personnel

This last year we restructured our cartography section. With the retirement of our cartographic lead at the beginning of 2023, we were able to promote Christi Pontier to the lead position, hire a second cartographer, Zachary Hunt, and promote our Deed Specialist to a Cartographic Tech. This restructuring will allow us to cross train much needed aspects of this section and ensure that we will be able to maintain our high standards of customer service and quality of work.

Materials and Services

I'm asking for mostly a status quo budget. I've asked for an increase in Software and Maintenance due to purchasing a new scanner for our upcoming scanning project. I've also had an increase in Dues and Memberships this past year and am asking for an increase there as well to cover costs.

Revenues

The Assessor's Office has several sources of income.

1. Our projected revenues continue to increase based on an increase in Assessed Value for 2024-2025.
2. We have minor additional revenue from processing manufactured structures.
3. The Assessor's Office receives funding from the CAFFA grant,
4. and additional grant money from ORMAPP to help cover some of our Control mapping projects and other special cartography projects.

Our CAFFA grant monies to date are stable with a slight increase in revenue this half of the year compared to last year's first half. I'm unsure what the second half will be so I'm recommending keeping the revenue the same as last year.

AV HISTORIC AND PROJECTED 2024 GROWTH

<u>Year</u>	<u>Assessed Value</u>	<u>% Change</u>	<u>New AV & Exception Growth</u>
2024	8,063,394,769	4.28	330,972,664
2023	7,732,422,105	4.29	318,050,853
2022	7,414,371,252	4.69	332,363,368
2021	7,082,007,884	4.58	309,833,126
2020	6,772,174,758	5.17	332,711,303
2019	6,439,463,455	5.02	307,753,806
2018	6,131,709,649	3.91	230,869,733
2017	5,900,839,916	4.96	278,916,054
2016	5,621,923,862	4.91	263,258,931
2015	5,358,664,931	4.85	248,266,163
2014	5,110,398,768	3.85	189,274,992
2013	4,921,123,776	1.97	95,088,500
2012	4,826,035,276	1.86	87,919,149

Projected County Tax Revenue from Assessed Value Growth

The projected increase of Real Market Value will allow the Assessed Value to grow by the Statutory 3%. This increase along with the additional Assessed Value of new construction is projected to create a **4.30%** + increase in Assessed Value.

Estimated Revenue from Growth: \$545,979

(\$330,972,664 x .00164962 County Tax Rate)

ASSESSORS BUDGET HIGHLIGHTS 2024-2025

REAL MARKET VALUE

For the 2024-2025 year, my office is projecting a minimal increase in Real Market Value within the cities. Our statutory Assessment Date is January 1st, and we use the prior year's sale to determine the RMV as of this date. For this reason, WVMLS statistics are generally different than County statistics. Below are the County changes in Real Market Value over the years followed by the WVMLS statistics.

County Changes

City	2018-17	2019-18	2020-19	2021-20	2022-21	2023-22
West Salem	1.1	1.1	1.08	1.11	1.23	1.06
Dallas	1.19	1.09	1.05	1.12	1.21	1.09
Independence	1.15	1.09	1.15	1.11	1.25	1.12
Monmouth	1.2	1.07	1.06	1.06	1.28	1.06
Average	1.16	1.09	1.09	1.10	1.24	1.08

WVMLS Statistics – Residential Average Sales Price

Area	2018	2019	2020	2021	2022	2023	YTD 2024
Polk County	\$302,417	\$321,707	\$352,988	\$431,252	\$474,812	\$478,264	\$442,467
% Change		1.06	1.10	1.22	1.10	1.01	0.93

*Please note that county values follow MLS data by a year. By Statute our values are as of Jan 1st each year, using the prior years sales to project that value.

Realtor input:

In the Willamette Valley market, the residential market has slowed, but is considered stable. The number of pending sales has dropped 16% from January of 2023 and the interest rates have continued to increase. The following real-estate numbers are from John L Scott Realty.

	Jan-21	Jan-22	Jan-23	Jan-24
Pending Sales (Jan)	378	404	308	258
Interest Rate	2.8	3.29	5.99	6.63
% Pending 1st 30 Days	74%	73%	40%	36%

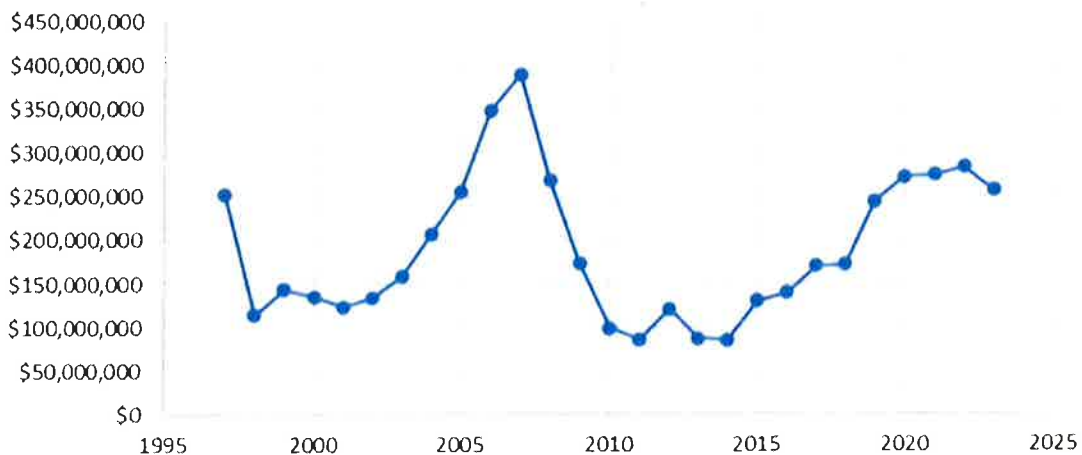
ASSESSORS BUDGET HIGHLIGHTS 2024-2025

Exception RMV History

Interesting Note: The RMV exception for 2023 is almost the same as it was in 1997, yet the rate it's added to the tax roll is much different. In 1997 the rate was 82% and in 2023 the rate is 57% on average. Same Real Market Value, but less added Assessed Value for this year – a result of M50.

Year	RMV	AV	Ratio
2023	\$256,760,967	\$146,948,587	0.57
2022	\$283,114,418	\$179,205,808	0.63
2021	\$274,056,907	\$189,021,477	0.69
2020	\$272,299,868	\$194,616,938	0.71
2019	\$244,172,017	\$184,508,727	0.76
2018	\$171,978,359	\$131,843,230	0.77
2017	\$170,359,790	\$132,460,580	0.78
2016	\$139,227,835	\$115,527,240	0.83
2015	\$130,771,790	\$114,530,895	0.88
2014	\$86,369,483	\$74,843,640	0.87
2013	\$87,753,463	\$80,558,867	0.92
2012	\$120,979,855	\$100,304,121	0.83
2011	\$85,687,894	\$72,208,009	0.84
2010	\$99,557,738	\$81,115,360	0.81
2009	\$173,677,573	\$135,188,425	0.78
2008	\$268,845,840	\$172,144,216	0.64
2007	\$389,426,525	\$251,346,175	0.65
2006	\$347,708,901	\$241,408,253	0.69
2005	\$254,860,146	\$202,659,992	0.80
2004	\$206,819,955	\$168,738,374	0.82
2003	\$158,242,169	\$132,278,697	0.84
2002	\$133,306,936	\$114,301,754	0.86
2001	\$124,016,391	\$104,147,144	0.84
2000	\$136,078,867	\$111,304,399	0.82
1999	\$143,638,556	\$114,399,659	0.80
1998	\$114,491,248	\$90,332,002	0.79
1997	\$251,955,599	\$205,744,419	0.82

Exception RMV



ASSESSORS BUDGET HIGHLIGHTS 2024-2025

2023-2024 PROGRAM HIGHLIGHTS

Cartography Section:	HALF Year 2023-2024	Full Year 2022-2023	Full Year 2021-2022
Name Changes	1,815	4,865	4,672
Number of New Accounts	69	204	352

Records Section:	HALF Year 2023-2024	Full Year 2022-2023	Full Year 2021-2022
Roll Corrections	141	11	42
Veterans Exemptions	1,025	982	1,010
Personal Property Returns -Mailed	2,000	1,575	1,651
Exemption's Applications	0	43	35
MS Title Changes - County	103	190	194
MS Building Code Forms	44	100	134
Counter Assistance	715	1,241	692
Phone Assistance	884	2,336	2,103

Appraisal Section:	HALF Year 2023-2024	Full Year 2022-2023	Full Year 2021-2022
Accounts Physically Appraised	1,845	4,098	2,331
Accounts Re-Calculated	37,263	37,060	36,711
Annual Maintenance Appraisals	346	1,206	1,233
Sales Reviews/Outliers	20	309	955

Quality of Appraisal Program: COD's	HALF Year 2023-2024	Full Year 2022-2023	Full Year 2021-2022
Residential - Polk Standard; 8 to 10	7.03	9.13	7.41
Commercial - Polk Standard; 10 to 15	10.4	10.51	11.25
Apartments - Polk Standard; 12	9.27	11.45	3
Rural/Farm - Polk Standard; 10 to 15	9.48	12.28	10.5

Annual Appeals:	HALF Year 2023-2024	Full Year 2022-2023	Full Year 2021-2022
BOPTA	4	1	5
State	0	1	0
Total Appealed	4	2	5
Request for Review	18	20	13

Farm/Forest Program:	HALF Year 2023-2024	Full Year 2022-2023	Full Year 2021-2022
Number of New Applications	7	20	10
Number of Disqualifications	25	27	41
Number of Estimated Disqualifications	9	23	23
Farm/Forest Review	89	147	43
Warning Letters	18	23	13

ASSESSORS BUDGET HIGHLIGHTS 2024-2025

ASSESSORS GOALS FOR 2024-2025

Assessment and Taxation Software (ORCATS) Upgrades

Last year we selected 100 businesses to participate in the e-filing for Business Personal Property. This year we increased that to all businesses except for leasing companies. Our goal next year is to send the e-filing option to everyone and include a notice that this will be our last year mailing out a paper return. In future years, we will only be mailing out a letter with their e-file code and a link to download a paper return if they choose to not e-file.

We are actively working with Helion in the re-write of their Commercial Appraisal program. We are hoping to be using the updated version in the next tax year.

Conversion to Mobile Assessor/Cama Cloud

We have finally moved into testing mode with Mobile Assessor. We have a test environment set up and are focusing on ensuring we have the correct data we need on the iPad to do field work as well as the syncing back through the cloud into Property Appraisal. Our in-person training is schedule for May, and then we will hope to go "live" working in Production.

Conversion to ArcPro from ArcMap

After a full year of testing and developing tools for our cartographers to do their work in ArcPro, we finally made the conversion in January. This project has been on the table for the past 5 years and we are reaping the benefits of all the hard work that both Dean Anderson and Eric McAvoy put into this application to make it happen. Our Cartography Lead, Christi led our team with the help of our new hire, Zachary who proved to be a valuable resource during this process as he came with experience working in ArcPro.

Scanning Project

I'm requesting a full-time temporary position to begin our scanning project. The purpose of the scanning project is to take our paper jackets that hold appraisal information and digitize the records. I anticipate this project to take 1-2 years, but I really don't know for sure until we get started.

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
210 Assessment	(Divn)
210 Assessor	(Dept)

FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
Expenditures										
120,725	221,079	210,000	4.00	8010	Clerical/Admin. Specialist	233,047	4.00	233,047	4.00	
353,253	359,511	364,827	6.00	8030	Professional/Technical	420,681	6.00	420,681	6.00	
76,204	85,478	82,000	1.00	8040	Management/Supervisory	95,256	1.00	95,256	1.00	
93,672	95,880	98,000	1.00	8060	Elected Official	108,000	1.00	108,000	1.00	
0	0	2,500		8080	Temporary/Part-Time	40,000		5,000		
0	0	0		8090	Overtime	0		0		
643,854	761,948	757,327	12.00		Total Salaries	896,984	12.00	861,984	12.00	0
185,232	198,807	219,625		8110	PERS-Retirement	251,156		241,356		0
0	0	18,933		8115	PERS - Assessment	22,425		21,550		0
47,022	57,083	57,936		8120	Social Security/Medicare	68,619		65,942		0
188,767	223,987	240,000		8140	Insurance	252,000		252,000		0
2,761	3,321	3,787		8150	Unemployment	4,485		4,310		0
3,195	3,805	3,787		8160	Workers Comp. Insurance	4,485		4,310		0
1,070,831	1,248,951	1,301,394	12.00		Total Personal Services	1,500,153	12.00	1,451,451	12.00	0
3,200	3,368	2,000		8210	Office Supplies	2,000		2,000		
0	12	0		8220	Operating Supplies	0		0		
17,726	0	16,000		8240	Software and Maintenance	10,500		10,500		
6,466	8,113	10,000		8250	Small Tools & Minor Equip.	16,000		16,000		
1,150	823	1,500		8310	Advertising and Printing	1,500		1,500		
2,574	2,872	3,000		8320	Photocopying	3,000		3,000		
3,861	3,229	3,500		8330	Postage	3,500		3,500		
7,656	7,910	6,500		8340	Telephone	6,500		6,500		
7,739	2,680	6,500		8410	Dues, Memberships & Publicatns	7,800		7,800		
4,590	9,328	6,000		8420	Workshops and Conferences	6,000		6,000		
5,551	8,306	7,000		8430	Transportation	7,000		7,000		
5,444	2,732	0		8510	Professional Services	0		0		
0	6,000	0		8540	Contract Services	0		0		
182,489	192,086	201,840		8810	Rent Interdepartmental	223,439		213,439		
4,300	4,500	4,800		8820	Insurance Interdepartmental	5,000		5,000		
41,073	40,773	48,116		8830	Management Services Interdept.	51,786		51,786		
157,385	179,241	200,725		8840	Information Services Interdept.	224,928		204,928		
451,204	471,973	517,481			Total Materials and Services	568,953		538,953		0
0	0	0		8948	Computers and Attachments	0		0		0
0	0	0			Total Capital Outlay	0		0		0
1,522,035	1,720,924	1,818,875	12.00		Total Department Expenses	2,069,106	12.00	1,990,404	12.00	0
Revenues										
333,654	273,562	300,000		6130	State Operating Grants - CAFA	300,000		310,000		
0	0	0		6130	State Operating Grants - ORMAP	0		0		
2,336	685	2,500		6300	Charges for Services	2,500		2,500		
13,454	8,390	10,000		6305	MS Fees	10,000		10,000		
2,770	8,018	1,000		6990	Miscellaneous	1,000		1,000		
0	0	0		7100	Proceeds from Sale of Assets	0		0		
352,214	290,655	313,500			Total Revenues	313,500		323,500		0
Net Cost of Program										
1,169,821	1,430,269	1,505,375			Expenditures less Revenue	1,755,606		1,666,904		0

**REQUEST FOR
INCREASED MATERIALS AND SERVICES 2024-2025**

FUND	DEPARTMENT	DIVISION
GENERAL FUND	ASSESSOR	210
No	Materials and Services Item Description:	Net Increase
1.	Scanner	\$6,000
2.	Dues and Memberships	\$1,300
Justification for Increased Expenditure:		
<p>Memberships and dues have increased this year significantly mainly due to the West Valley Multiple Listing Service that we used to receive for free due to a mutual aid agreement that no longer applies.</p>		

Note: Fill out this form only if the increase in expenditure is 5% or more and exceeds \$1,000.

MATERIAL.FRM(1/5/92)

REQUEST FOR
ADDITIONAL PERSONNEL 2024-2025

FUND	DEPARTMENT	DIVISION
GENERAL FUND	ASSESSOR	210

Position Description:

One Temporary Full-time position requested to begin scanning our appraisal jackets.

Number of FTE's	Salary Range Start to End	Annual Salary	Estimated Benefits	Total Cost
1	17.50 - \$22.14	\$40,000	\$3,460	\$43,460

Justification for Additional Personnel:

The bid to outsource this project was between \$762,000 and \$952,800 depending on the level of service. Keeping this project inhouse will keep our costs at the rate of one full time temporary employee and an additional scanner. If this project took 2 years it would cost under \$100,000 (estimate).

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
General	Treasurer		Treasurer	
Program Description:				
<ul style="list-style-type: none"> • Receipt and deposit all Polk County revenue. • Reconcile all Polk County bank and investment accounts. • Make tax refunds as directed by the tax office. • Allocate and remit tax receipts, and other funds received on behalf of taxing districts, to the taxing districts. • Act as custodian for trust funds as mandated by ORS or Polk County ordinance. • Invest county funds as directed by the investment policy. • Allocate investment income to funds as mandated by ORS and County ordinance. 				
Program Goals or Objectives:				
Ensure that County financial records are complete and accurate and that reports are provided in a timely manner; obtain the maximum investment income possible while ensuring the safety and liquidity of county funds; be available to the general public and county personnel to answer questions and provide assistance.				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Receipts (number)	4,605	4,735	4,815	4,900
Trust Checks Issued (number)	384	362	348	355
Total Receipted	168,713,918	168,445,373	180,000,000	181,000,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
140 Treasurer	(Divn)
140 Treasurer	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	5,334	15,000	0.30	8010	Clerical/Admin. Specialist	16,364	0.30	16,364	0.30		
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00		
12,000	12,000	12,000	0.00	8060	Elected Official	12,000	0.00	12,000	0.00		
0	0	0		8080	Temporary Part-Time	0		0			
0	0	0		8090	Overtime	0		0			
12,000	17,334	27,000	0.30		Total Salaries	28,364	0.30	28,364	0.30	0	0.00
3,220	4,651	7,695		8110	PERS-Retirement	8,084		8,084		0	
0	0	674		8115	PERS - Assessment	709		709		0	
918	1,328	2,066		8120	Social Security/Medicare	2,170		2,170		0	
0	2,345	5,100		8140	Insurance	5,100		5,100		0	
0	27	135		8150	Unemployment	142		142		0	
12	17	216		8160	Workers Comp. Insurance	227		227		0	
16,150	25,702	42,886	0.30		Total Personal Services	44,795	0.30	44,795	0.30	0	0.00
0	0	500		8210	Office Supplies	500		500			
2,135	0	2,000		8240	Software & Maintenance	1,000		1,000			
0	0	250		8250	Small Tools & Minor Equipment	250		250			
0	0	0		8310	Advertising and Printing	0		0			
0	0	500		8320	Photocopying	500		500			
0	0	50		8330	Postage	50		50			
1,343	1,408	1,500		8340	Telephone	1,500		1,500			
0	0	500		8410	Dues, Memberships & Publicatns	500		500			
343	634	500		8420	Workshops and Conferences	500		500			
192	340	300		8430	Transportation	300		300			
0	0	0		8510	Professional Services	0		0			
7,026	7,396	7,771		8810	Rent Interdepartmental	8,603		8,603			
500	550	550		8820	Insurance Interdepartmental	550		550			
1,502	1,278	2,168		8830	Management Services Interdept.	2,163		2,163			
2,556	2,812	2,779		8840	Information Services Interdept.	3,117		3,117			
15,597	14,418	19,368			Total Materials and Services	19,533		19,533		0	
0	0	0		8948	Computers & Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
31,747	40,120	62,254	0.30		Total Department Expenses	64,328	0.30	64,328	0.30	0	0.00
Revenues											
0	0	0		6300	Charges for Services	0		0		0	
0	0	0		6990	Miscellaneous	0		0		0	
0	0	0			Total Revenues	0		0		0	
Net Cost of Program											
31,747	40,120	62,254			Expenditures less Revenue	64,328		64,328		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
General	Tax Collector		Treasurer	
Program Description:				
<ul style="list-style-type: none"> • Collect property taxes for Polk County taxing districts as mandated by ORS 311. • Adjust tax as required by Polk County Assessor, Oregon Tax Court, Department of Revenue, and the Board of Property Tax Appeals. • Foreclose on property tax liens as mandated by ORS 312. • Maintain records of all property tax transactions and provide reports as requested or required. • Provide the Treasurer with information to make tax turnover payments to taxing districts and refunds to taxpayers. 				
Program Goals or Objectives:				
<ul style="list-style-type: none"> • Comply with statutes regarding tax collection. • Provide courteous, professional service to taxpayers, make information available from our records as requested. • Look for improvements to procedures and processes which will improve tax collection process and enable employees to make the best use of their time. • Assist with enhancement of tax collection software to keep Polk County in compliance with statutes and provide citizens with an efficient and cost-effective tax collection system. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Total Taxes Levied	\$111,232,571	\$116,433,765	\$123,705,939	\$127,417,117
Tax Collections	\$109,634,091	\$114,595,625	\$121,231,820	\$124,868,774
Percent Collected during first year	98%	98%	98%	98%
Number of Property Tax Accounts	36,863	36,928	37,635	37,750
Tax Vouchers Processed	2,218	1,163	1,200	1,275
Accounts with mailing address changes	885	669	720	730

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
220 Tax Collector	(Divn)
220 Tax Collector	(Dept)

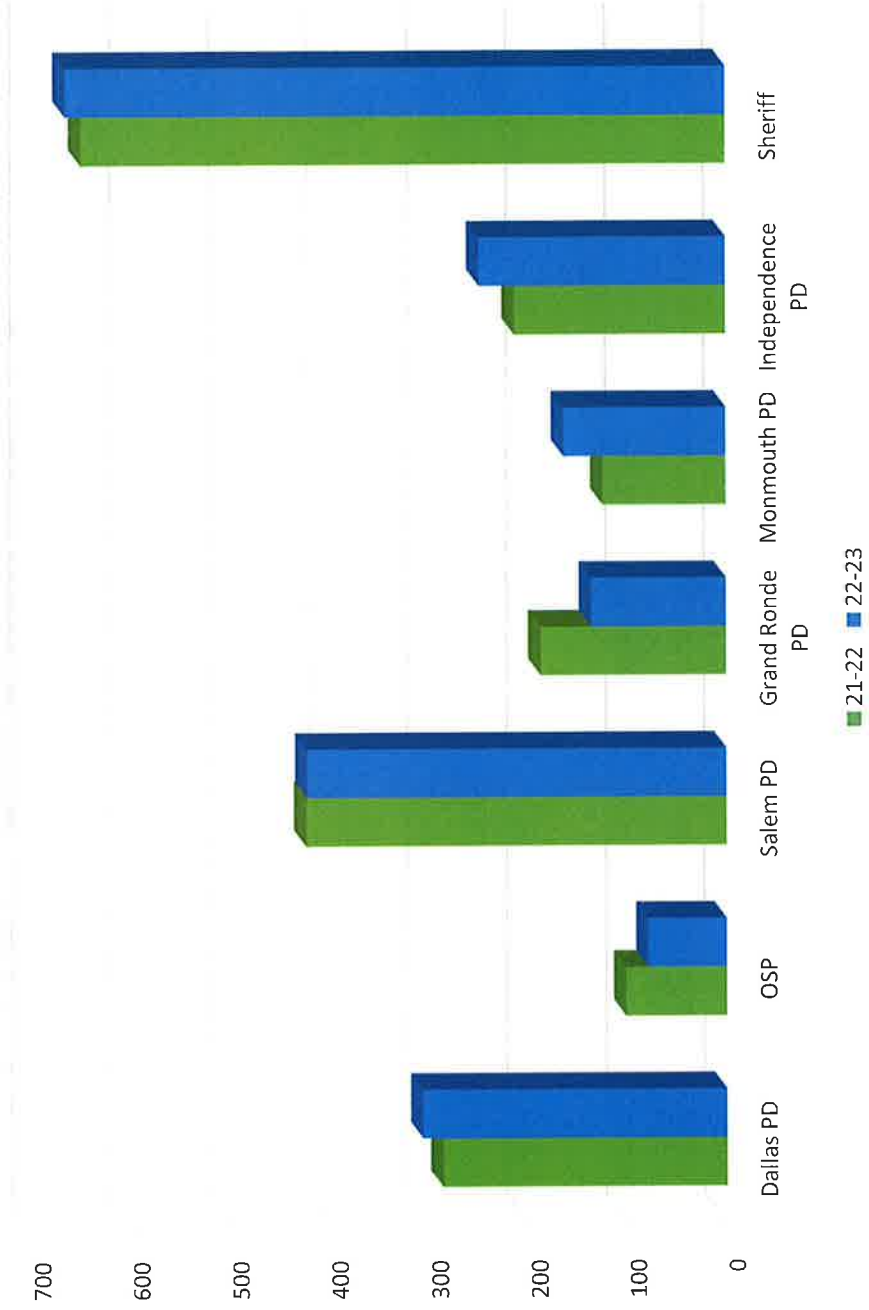
FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
Expenditures										
96,714	77,859	125,000	1.40	8010	Clerical/Admin. Specialist	79,318	1.30	79,318	1.30	
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	
25,200	27,037	27,500	0.20	8050	Department Head	29,500	0.20	29,500	0.20	
0	0	0	0.00	8060	Elected Official	0	0.00	0	0.00	
17,880	13,645	15,000		8080	Temporary/Part-Time	15,000		15,000		
6,164	3,399	5,000		8090	Overtime	5,000		5,000		
145,958	121,940	172,500	1.60		Total Salaries	128,818	1.50	128,818	1.50	0
29,814	26,834	45,600		8110	PERS-Retirement	33,151		33,151		(3,563)
0	0	4,312		8115	PERS - Assessment	3,220		3,220		0
10,570	9,234	13,196		8120	Social Security/Medicare	9,855		9,855		0
43,045	35,650	33,600		8140	Insurance	31,500		31,500		0
725	608	863		8150	Unemployment	644		644		0
147	124	345		8160	Workers Comp. Insurance	257		257		0
230,259	194,390	270,416	1.60		Total Personal Services	207,445	1.50	207,445	1.50	(3,562)
920	912	800		8210	Office Supplies	800		800		
1,013	0	1,000		8220	Operating Supplies	1,000		1,000		
668	749	500		8250	Small Tools & Minor Equipment	500		500		
967	2,116	1,500		8310	Advertising and Printing	1,500		1,500		
1,384	1,330	1,200		8320	Photocopying	1,200		1,200		
18,889	27,702	27,500		8330	Postage	30,000		30,000		
1,033	1,060	1,000		8340	Telephone	1,000		1,000		
481	315	160		8410	Dues, Memberships & Publicatns	160		160		
300	175	800		8420	Workshops and Conferences	800		800		
0	67	0		8430	Transportation	0		0		
2,675	3,675	4,500		8510	Professional Services	4,500		4,500		
0	0	0		8610	Repairs and Maintenance	0		0		
1,056	4,880	3,000		8730	Misc Fees	3,000		3,000		
66	200	100		8790	Misc. Department Expenses	100		100		
36,723	38,654	40,617		8810	Rent Interdepartmental	44,963		44,963		
900	950	1,000		8820	Insurance Interdepartmental	1,100		1,100		
10,434	9,682	11,692		8830	Management Services Interdept.	9,919		9,919		
26,817	32,649	32,939		8840	Information Services Interdept.	37,075		37,075		
104,326	125,116	128,308			Total Materials and Services	137,617		137,617		0
0	0	0		8948	Computers and Attachments	0		0		0
0	0	0			Total Capital Outlay	0		0		0
334,585	319,506	398,724	1.60		Total Department Expenses	345,062	1.50	345,062	1.50	(3,562)
Revenues										
3,756	11,597	7,000		6300	Charges for Services	7,000		7,000		
0	0	0		6305	MS Fees	0		0		
6,278	3,173	10,000		6600	Fines and Forfeitures	10,000		10,000		
2,228	1,100	1,100		6990	Miscellaneous	1,100		1,100		
12,262	15,870	18,100			Total Revenues	18,100		18,100		0
322,323	303,636	380,624			Net Cost of Program					(3,562)
					Expenditures less Revenue	326,962		326,962		(3,562)

POLK COUNTY DISTRICT ATTORNEY
BUDGET 2024-2025

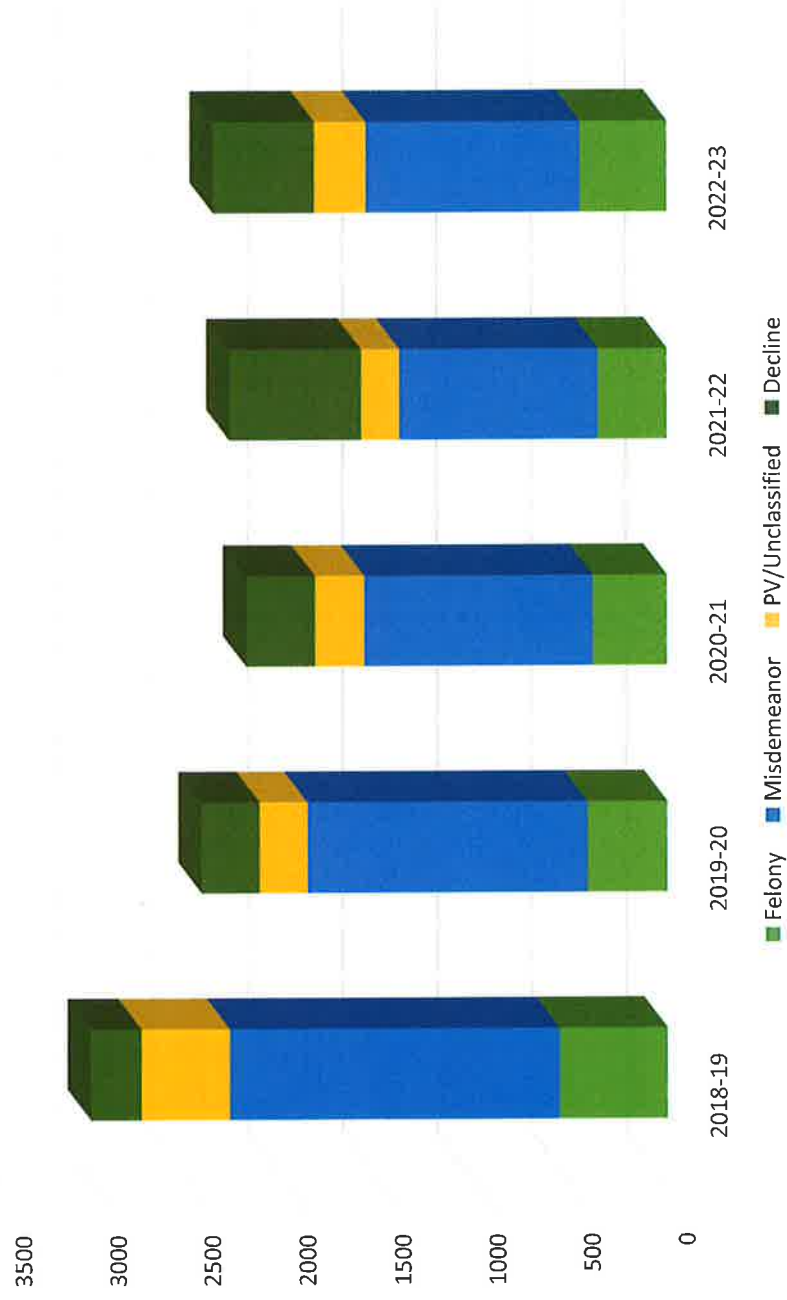


AARON FELTON
DISTRICT ATTORNEY

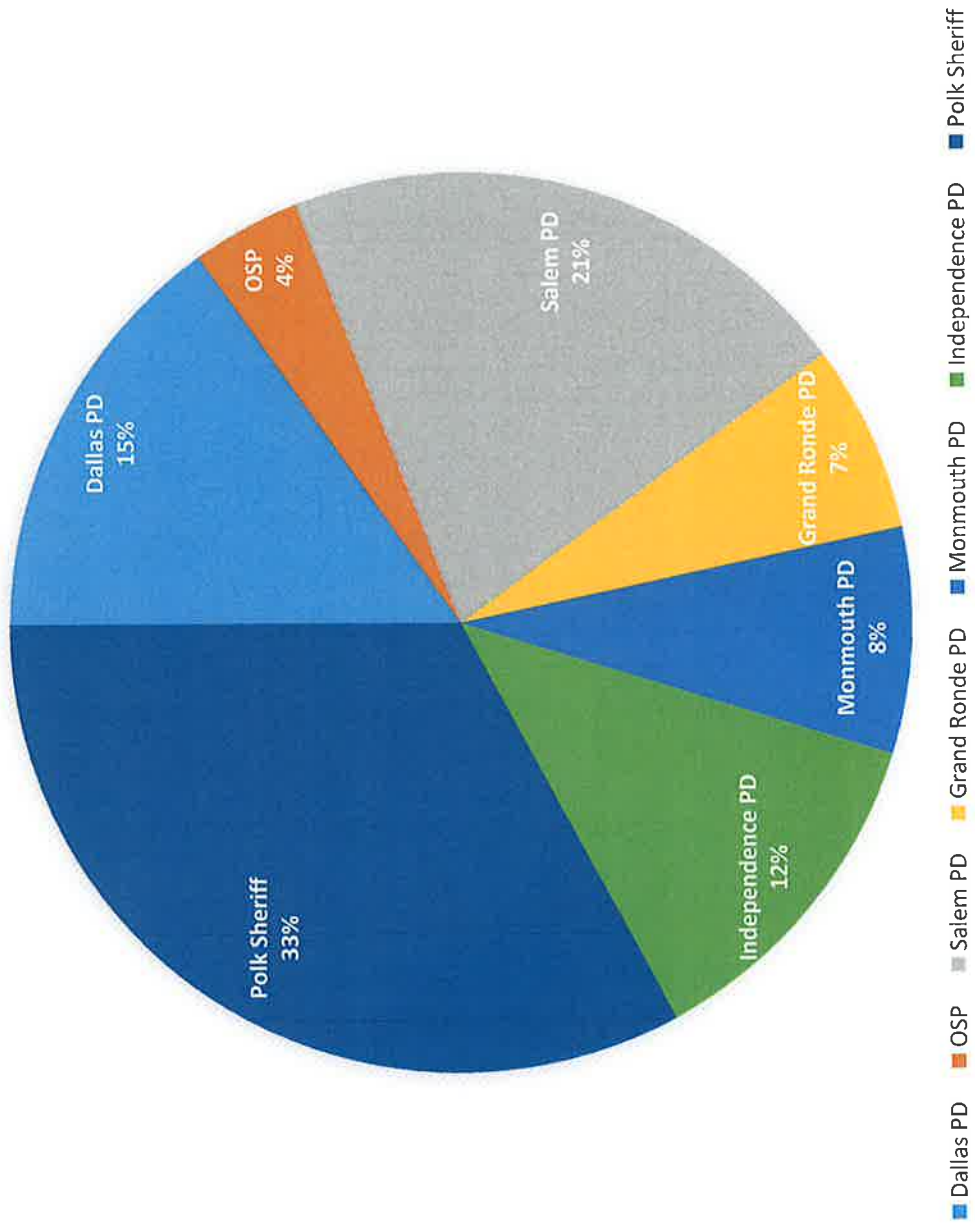
Cases Reviewed Comparison 21-22 to 22-23



Cases Filed/Decline



Referrals by Agency



Counties with DA Investigators



Baker
Benton
Clackamas
Deschutes
Grant
Jefferson
Klamath
Lane

Lincoln
Marion
Multnomah
Umatilla
Union
Wallowa

What does a DA investigator do?

Saves money:



Reduces overtime for Law Enforcement

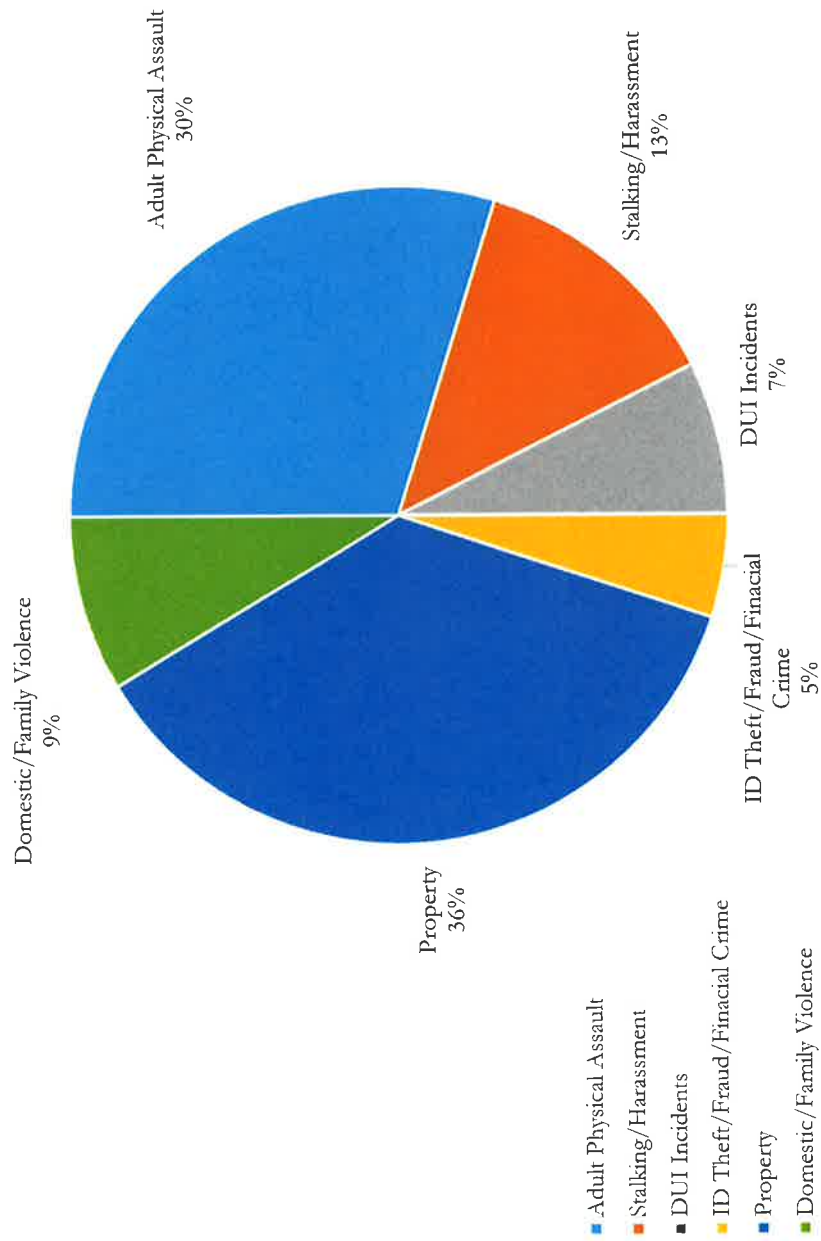
Reduces court time for Officers

Allows law enforcement to spend more time on initial phase of investigation

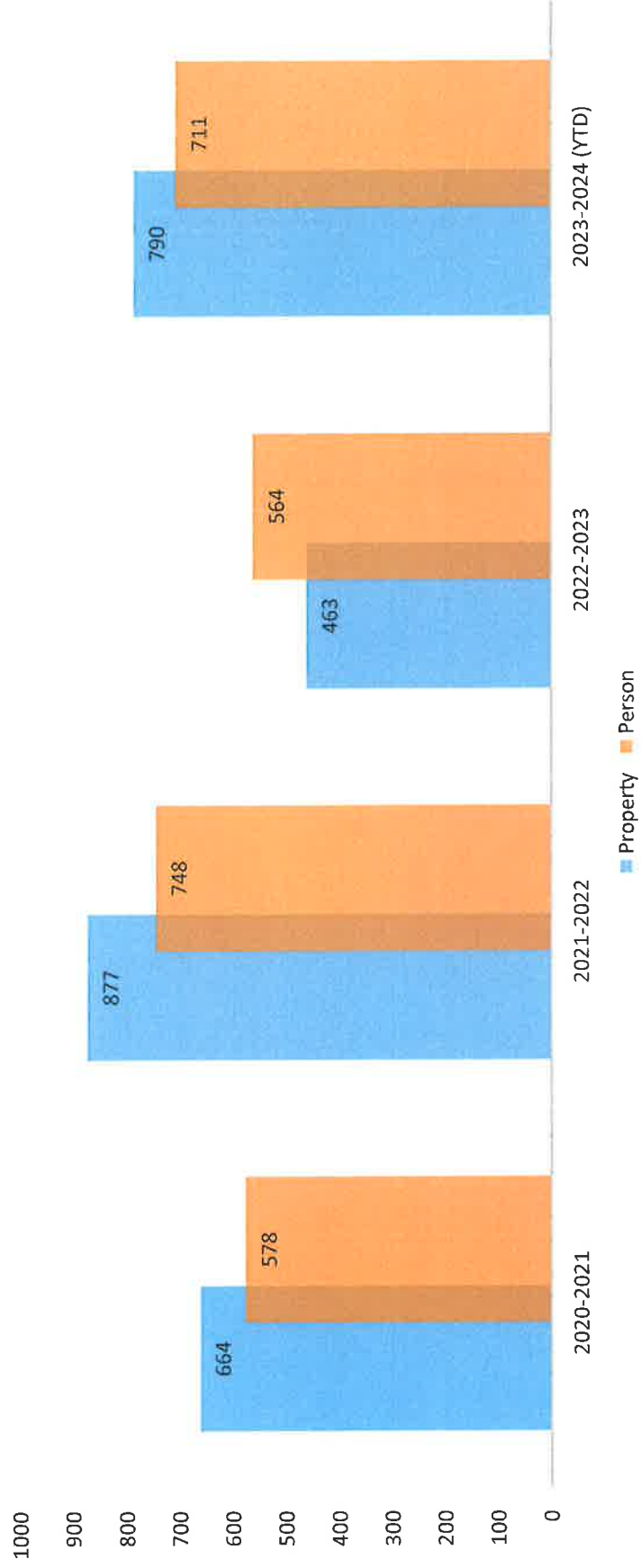
- Submit and/or Serve Subpoenas
- Works with prosecutor to prepare investigative information, exhibits and evidence for trials and other court appearances
- Locate Victims and/or witnesses
- Conducts interviews of witnesses
- Testifies in trial, Grand Jury and other court appearances
- Conducts follow-up research for DA cases.

Most Common Victimizations

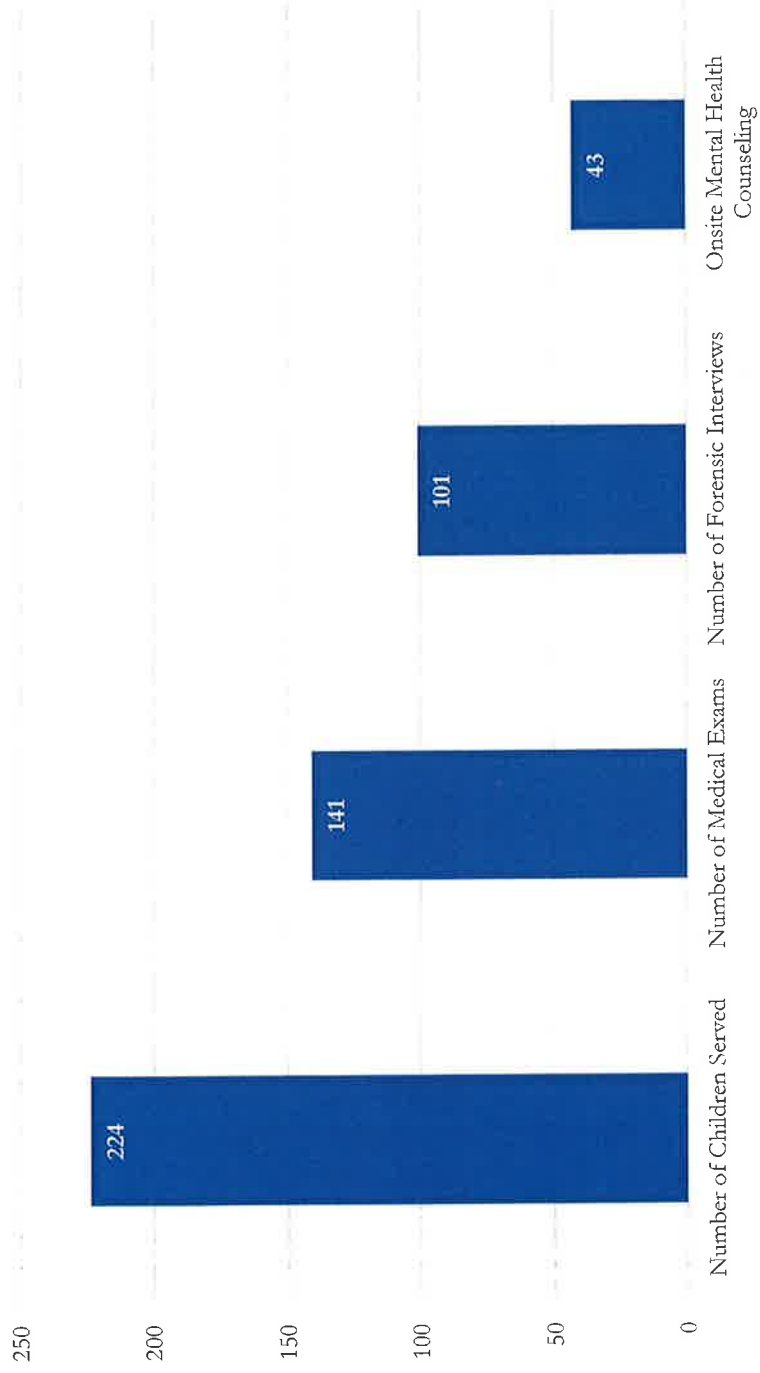
2022-2023



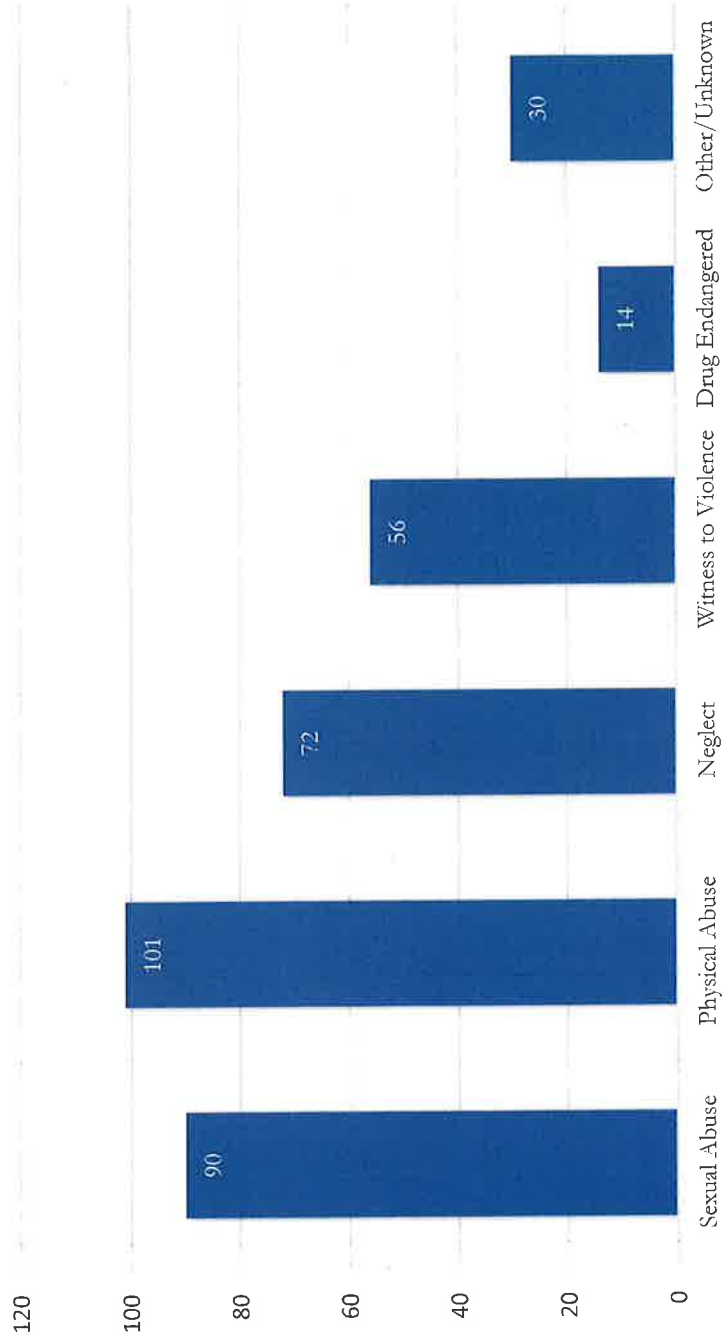
Person and Property Crime Comparison



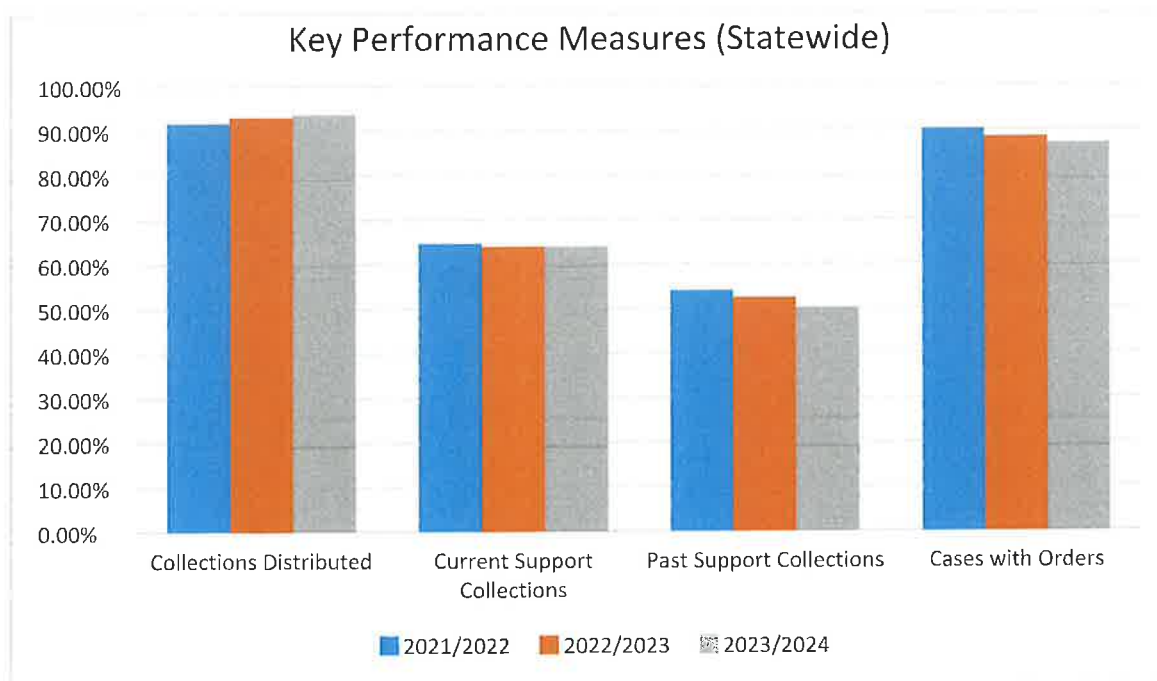
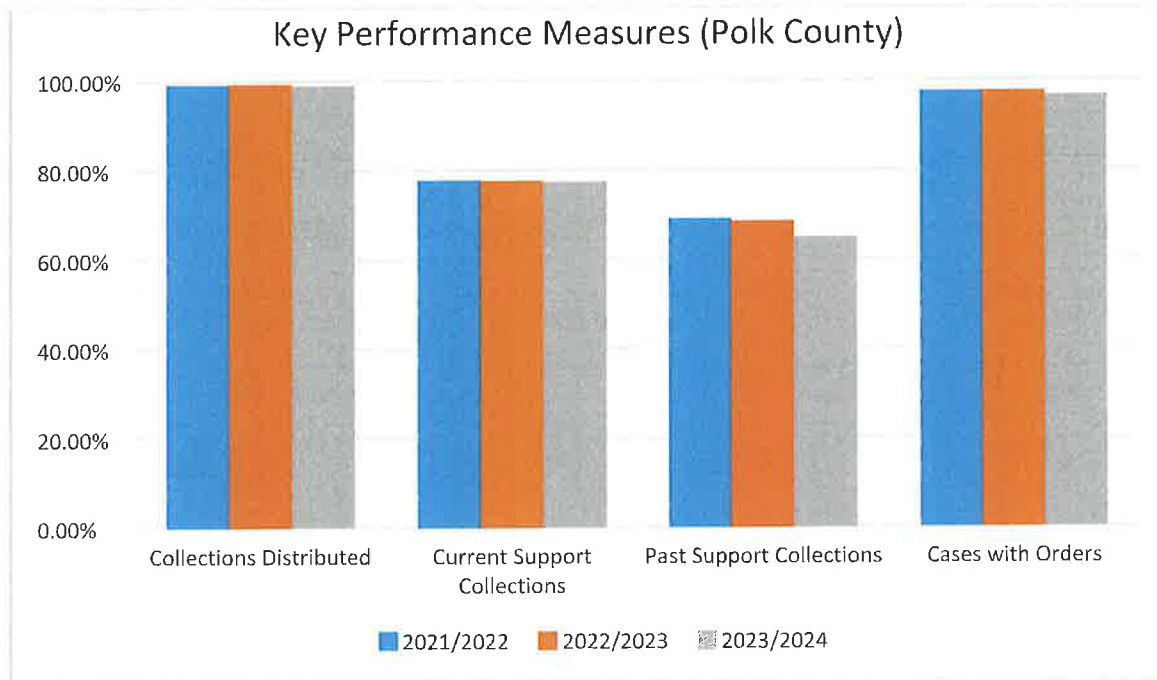
CAMI SERVICE STATISTICS 2022-2023



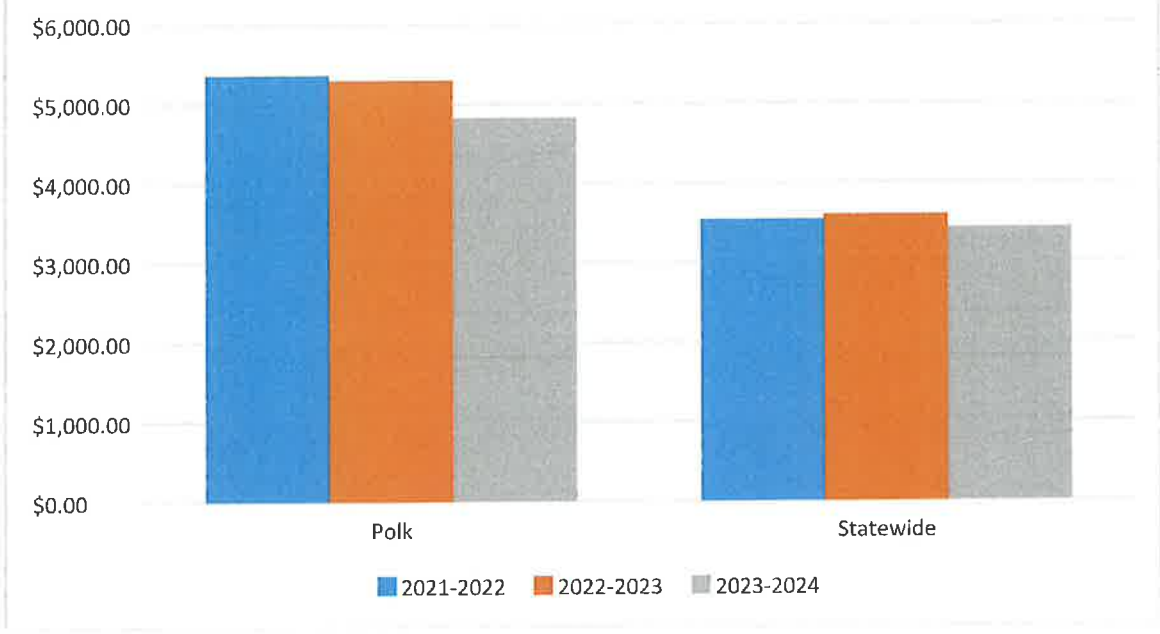
Liberty House and Juliette's House Reasons for the Child Being Seen 2022-2023



As you can see with the charts below, Polk County is consistently above the statewide averages in all of the Key Performance Measures. These measures are what the Federal Government use to determine funding for the state programs. The numbers provided for 2023-2024 are based on monthly figures through 12/31/2023. Along with these key measures, Polk County is consistently among the leaders around the state in collections per case. Over the past 3 years, Polk County has brought in an average per case of \$5,166.84 compared to the statewide average of \$3,527.31



Average Collections Per Case



POLK COUNTY
PROGRAM SUMMARY

FUND	DEPARTMENT		DIVISION	
GENERAL FUND	DISTRICT ATTORNEY		PROSECUTION	
Program Description:				
To discharge the constitutional and statutory duties of the office of District Attorney.				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Prosecute felonies, misdemeanors and other offenses. 2. Advise local police agencies and assist in officer training and education. 3. Cooperate with local, county and state agencies in criminal justice planning and review. 4. Improve effectiveness of domestic violence and child abuse prosecutions. 5. Establish and implement intra-office goals and procedures. 				
Descriptive Statistics:				
Indicator	Actual 2021-22	Actual 2022-23	Estimated 2023-24	Projected 2024-25
Felonies Filed	336	458	438	448
Misdemeanors Filed	1077	1140	1077	1108
Unclassified/Probation Violations	147	269	225	447
Declines	356	531	408	469
Total Cases Reviewed	1916	2398	2148	2472
Juvenile Petitions Felonies	43	33	24	29
Misdemeanors	45	35	41	38

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
410 Prosecution	(Divn)
410 District Attorney	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
278,607	325,944	348,000	7.00	8010	Clerical/Admin. Specialist	304,717	6.00	304,717	6.00		
290,858	230,760	460,000	5.50	8030	Professional/Technical	481,043	5.50	481,043	5.50		
182,335	190,661	194,000	1.80	8040	Management/Supervisory	271,273	2.80	271,273	2.80		
16,200	16,800	18,000		6060	Elected Official	19,200		19,200			
6,890	85,759	30,000		8080	Temporary/Part-Time	30,000		15,000			
14,587	12,722	10,000		8090	Overtime	10,000		10,000			
789,477	862,646	1,060,000	14.30		Total Salaries	1,116,233	14.30	1,101,233	14.30	0	0.00
202,236	207,311	296,800		8110	PERS-Retirement	312,545		308,345		0	
0	0	26,500		8115	PERS - Assessment	32,371		31,936		0	
58,013	66,018	81,090		8120	Social Security/Medicare	85,392		84,244		0	
220,851	207,360	286,000		8140	Insurance	278,850		278,850		0	
3,689	4,226	5,300		8150	Unemployment	5,581		5,506		0	
782	823	1,060		8160	Workers Comp. Insurance	1,116		1,101		0	
1,275,048	1,348,384	1,756,750	14.30		Total Personal Services	1,832,088	14.30	1,811,216	14.30	0	0.00
4,467	9,719	6,000		8210	Office Supplies	6,000		6,000			
368	1,179	1,500		8220	Operating Supplies	2,500		2,500			
16,716	19,293	20,000		8240	Software & Maintenance	27,250		20,000			
10,992	17,665	12,000		8250	Small Tools & Minor Equipment	15,000		15,000			
2,586	292	4,000		8310	Advertising and Printing	4,000		1,500			
4,193	3,081	5,000		8320	Photocopying	5,000		4,000			
1,629	2,759	1,500		8330	Postage	1,500		2,500			
12,656	13,479	11,000		8340	Telephone	15,000		15,000			
9,760	11,122	13,500		8410	Dues, Memberships & Publicatns	14,500		14,500			
11,946	22,786	20,000		8420	Workshops and Conferences	25,000		20,000			
4,089	4,812	2,500		8430	Transportation	7,800		7,800			
8,127	17,729	7,500		8510	Professional Services	20,000		20,000			
88	0	0		8540	Contract Services	0		0			
0	7,233	0		8580	Special Projects	50,000		5,000			
2,602	2,513	3,500		8730	Misc. Fees and Premiums	5,800		5,800			
93,837	103,980	108,240		8810	Rent Interdepartmental	119,318		114,318			
1,650	1,700	3,000		8820	Insurance Interdepartmental	3,500		3,500			
52,767	51,127	55,841		8830	Management Services Interdept.	62,074		62,074			
77,428	82,136	82,506		8840	Information Services Interdept.	92,335		87,335			
315,901	372,605	357,587			Total Materials and Services	476,577		406,827		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
1,590,949	1,720,989	2,114,337	14.30		Total Department Expenses	2,308,665	14.30	2,218,043	14.30	0	0.00
Revenues											
0	0	0		6110	Federal Awards	0		0			
33,000	33,000	35,000		6130	State Operating Grants	35,000		35,000			
0	0	0		6140	State Shared Revenues	0		0			
0	0	0		6170	Intergovernmental Local	0		0			
66,414	73,015	60,000		6300	Charges for Services	70,000		70,000			
30	11	0		6990	Miscellaneous	0		0			
99,444	106,026	95,000			Total Revenues	105,000		105,000		0	
Net Cost of Program											
1,491,505	1,614,963	2,019,337			Expenditures less Revenue	2,203,665		2,113,043		0	

POLK COUNTY
PROGRAM SUMMARY

FUND	DEPARTMENT		DIVISION	
GENERAL FUND	DISTRICT ATTORNEY		MEDICAL EXAMINER	
Program Description:				
Provide services required by the State Medical Examiner and by the Oregon Revised Statutes.				
Program Goals or Objectives:				
1. Comply with all requirements of the State Medical Examiner. 2. Comply with all requirements outlined in the Oregon Revised Statutes.				
Indicator	Actual 2022	Actual 2023	Estimated 2024	Projected 2025
Number of Medical Examiner Cases	103	110	72	91
Number of calls for Non-Medical Examiner Cases	142	98	120	109

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
412 Medical Examiner	(Divn)
410 District Attorney	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0		0			
0	0	0	0.00	8030	Professional/Technical	0		0			
0	0	0	0.00	8040	Management/Supervisory	0		0			
51,597	45,947	55,000		8080	Temporary/Part-Time	61,000		55,000			
0	0	0		8090	Overtime	0		0			
51,597	45,947	55,000	0.00		Total Salaries	61,000	0.00	55,000	0.00	0	0.00
0	0	0		8110	PERS-Retirement	0		0		0	
0	0	1,375		8115	PERS - Assessment	1,525		1,375		0	
3,851	3,589	4,208		8120	Social Security/Medicare	4,667		4,208		0	
0	0	0		8140	Insurance	0		0		0	
149	133	275		8150	Unemployment	305		275		0	
32	30	102		8160	Workers Comp. Insurance	112		101		0	
55,629	49,699	60,959	0.00		Total Personal Services	67,609	0.00	60,959	0.00	0	0.00
0	0	0		8210	Office Supplies	0		0			
2,241	1,075	2,000		8220	Operating Supplies	2,000		1,500			
0	0	0		8240	Software & Maintenance	0		0			
0	1,002	1,000		8250	Small Tools & Minor Equipment	1,000		1,000			
0	0	0		8310	Advertising and Printing	0		0			
0	53	0		8320	Photocopying	0		0			
0	0	0		8330	Postage	0		0			
1,551	1,568	1,500		8340	Telephone	1,500		1,500			
0	0	0		8410	Dues, Memberships & Publicatns	0		0			
0	762	750		8420	Workshops and Conferences	1,500		1,000			
917	2,478	1,800		8430	Transportation	2,500		2,500			
0	0	0		8510	Professional Services	0		0			
0	0	0		8520	Medical Care	0		0			
4,200	3,850	4,500		8540	Contract Services	4,500		4,500			
1,800	1,650	2,000		8660	Rentals	2,000		2,000			
0	0	0		8820	Insurance Interdepartmental	0		0			
2,081	2,039	1,940		8830	Management Services Interdept.	2,098		2,098			
0	0	0		8840	Information Services Interdept.	0		0			
12,790	14,477	15,490			Total Materials and Services	17,098		16,098		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
68,419	64,176	76,449	0.00		Total Department Expenses	84,707	0.00	77,057	0.00	0	0.00
Revenues											
0	0	0		6110	Federal Awards	0		0		0	
0	0	0		6130	State Operating Grants	0		0		0	
0	0	0		6140	State Shared Revenues	0		0		0	
0	0	0		6170	Intergovernmental Local	0		0		0	
0	0	0		6300	Charges for Services	0		0		0	
0	0	0		6750	Settlements	0		0		0	
0	0	0			Total Revenues	0		0		0	
Net Cost of Program											
68,419	64,176	76,449			Expenditures less Revenue	84,707		77,057		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
GENERAL FUND	DISTRICT ATTORNEY	SUPPORT ENFORCEMENT		
Program Description:				
<p>Pursuant to state and federal laws the District Attorney assists in the collection, enforcement and prosecution of non-cash assistance child support obligations. The office is also responsible for processing support modifications and verifying insurance coverage.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Continue to collect support for obligees. 2. Comply with all applicable federal and state regulations regarding collection of support and reporting. 3. Qualify for incentive payments as appropriate and feasible. 				
Indicator	Actual 2021-2022	Actual 2022-2023	Estimated 2023-2024	Projected 2024-2025
Total Collections on Support Cases	5,070,473	4,707,538	4,381,739	4,600,826
Program Costs	417,579	465,337	487,723	536,495
Cost to County After Reimbursements	93,054	152,724	152,723	167,995
Number of Cases	912	882	897	947

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
415 Support Enforcement	(Divn)
410 District Attorney	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
96,564	113,492	110,000	2.00	8010	Clerical/Admin. Specialist	122,400	2.00	122,400	2.00		
35,049	39,218	41,000	0.50	8030	Professional/Technical	44,014	0.50	44,014	0.50		
67,407	76,287	81,000	1.20	8040	Management/Supervisory	85,756	1.20	85,756	1.20		
0	0	0		8080	Temporary/Part-Time	0		0			
1,429	545	2,500		8090	Overtime	2,500		2,000			
200,449	229,542	234,500	3.70		Total Salaries	254,670	3.70	254,170	3.70	0	0.00
54,842	62,457	63,315		8110	PERS-Retirement	68,761		68,626		0	
0	0	5,863		8115	PERS - Assessment	6,367		6,354		0	
15,077	17,414	17,939		8120	Social Security/Medicare	19,482		19,444		0	
60,496	72,367	72,150		8140	Insurance	72,150		72,150		0	
1,014	1,150	1,173		8150	Unemployment	1,273		1,271		0	
210	230	375		8160	Workers Comp. Insurance	407		407		0	
332,088	383,160	395,315	3.70		Total Personal Services	423,111	3.70	422,422	3.70	1	0.00
639	832	825		8210	Office Supplies	1,000		1,000			
0	0	0		8220	Operating Supplies	0		0			
0	0	2,500		8240	Software & Maintenance	2,500		1,000			
789	1,528	2,000		8250	Small Tools & Minor Equipment	4,000		2,500			
0	43	250		8310	Advertising and Printing	250		250			
756	958	1,000		8320	Photocopying	1,500		1,500			
1,797	1,659	1,750		8330	Postage	2,000		2,500			
3,017	3,104	3,500		8340	Telephone	4,000		4,000			
357	112	750		8410	Dues, Memberships & Publicatns	750		750			
2,857	3,864	6,000		8420	Workshops and Conferences	12,000		7,000			
45	216	400		8430	Transportation	400		400			
4,392	3,737	2,750		8510	Professional Services	3,000		3,000			
41,130	36,978	38,855		8810	Rent Interdepartmental	43,013		43,013			
850	900	1,000		8820	Insurance Interdepartmental	1,000		1,000			
14,067	13,870	15,255		8830	Management Services Interdept.	16,401		16,401			
14,795	15,931	15,574		8840	Information Services Interdept.	17,442		17,442			
85,491	83,732	92,409			Total Materials and Services	109,256		101,756		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
417,579	466,892	487,724	3.70		Total Department Expenses	532,367	3.70	524,178	3.70	1	0.00
Revenues											
288,053	254,948	300,000		6110	Federal Awards	358,000		350,000			
30,002	21,969	30,000		6130	State Operating Grants	35,000		35,000			
0	0	0		6140	State Shared Revenues	0		0			
6,460	6,474	5,000		6300	Charges for Services	5,000		5,000			
10	0	0		6600	Fines & Forfeitures	0		0			
324,525	283,391	335,000			Total Revenues	398,000		390,000		0	
Net Cost of Program											
93,054	183,501	152,724			Expenditures less Revenue	134,367		134,178		1	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
GENERAL FUND	DISTRICT ATTORNEY	VICTIM ASSISTANCE		
Program Description:				
<p>The Victim Assistance Program was established to assist victims and witnesses engaging the criminal justice system and with the traumas associated with having been the victim of a crime. The services provided by Victim Assistance are authorized by ORS 147.500(5) and the Oregon Constitution Art 1, §42(4).</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Assure that every victim is notified of their rights within 5 days of arraignment. 2. Provide unbiased supportive services to victims and witnesses who seek our services. 3. Work with victims to process their restitution requests. 4. Accompany victims to court hearings and provide education/information about the criminal justice process. 				
Descriptive Statistics:				
Indicator	Actual 2021-2022	Actual 2022-2023	Estimated 2023-2024	Projected 2024-2025
Unduplicated Victim Served	1483	1596	2088	1842
Services Provided (telephone/in-person contact, accompaniment to court hearings)	2853	3339	4416	3878
Assistance with Restitution	274	438	210	348

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
418 Victim's Assistance	(Divn)
410 District Attorney	(Dept)

FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
Expenditures										
123,755	123,157	150,000	2.90	8010	Clerical/Admin. Specialist	155,928	3.00	155,928	3.00	
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	
40,446	43,962	46,500	0.75	8040	Management/Supervisory	46,722	0.75	46,722	0.75	
0	0	0		8080	Temporary/Part-Time	0		0		
6,180	2,323	1,500		8090	Overtime	1,500		5,000		
170,381	169,442	198,000	3.65		Total Salaries	204,150	3.75	207,650	3.75	0 0.00
38,514	39,835	49,500		8110	PERS-Retirement	51,038		51,913		0
0	0	4,950		8115	PERS - Assessment	5,104		5,191		0
12,503	12,758	15,147		8120	Social Security/Medicare	15,617		15,885		0
55,692	59,123	67,525		8140	Insurance	65,625		65,625		0
856	852	990		8150	Unemployment	1,021		1,038		0
172	168	317		8160	Workers Comp. Insurance	327		332		0
278,118	282,178	336,429	3.65		Total Personal Services	342,881	3.75	347,634	3.75	0 0.00
766	546	750		8210	Office Supplies	750		750		
0	0	2,000		8240	Software & Maintenance	2,000		1,000		
1,046	1,362	1,800		8250	Small Tools & Minor Equipment	1,800		1,800		
4,498	2,315	1,000		8310	Advertising and Printing	2,000		2,000		
61	95	750		8320	Photocopying	750		750		
1,507	1,393	1,250		8330	Postage	1,350		1,350		
5,189	4,365	3,500		8340	Telephone	3,500		3,500		
0	0	1,000		8410	Dues, Memberships & Publicatns	1,000		1,000		
1,604	6,195	3,500		8420	Workshops and Conferences	3,500		3,500		
0	219	0		8430	Transportation	0		0		
4,045	10,234	5,000		8510	Professional Services	7,000		7,000		
0	1,233	0		8580	Special Projects	0		0		
36,000	39,000	42,000		8810	Rent Interdepartmental	47,000		47,000		
850	900	1,000		8820	Insurance Interdepartmental	1,000		1,000		
15,370	14,130	15,581		8830	Management Services Interdept.	16,731		16,731		
13,554	14,429	14,024		8840	Information Services Interdept.	15,692		15,692		
84,490	96,416	93,155			Total Materials and Services	104,073		103,073		0
0	0	0		8948	Computers and Attachments	0		0		0
0	0	0			Total Capital Outlay	0		0		0
362,608	378,594	429,584	3.65		Total Department Expenses	446,954	3.75	450,707	3.75	0 0.00
Revenues										
190,748	173,894	160,000		6110	Federal Awards	158,000		158,000		
0	0	0		6130	State Operating Grants	0		0		
56,478	71,571	90,000		6140	State Shared Revenues	57,000		57,000		
0	0	0		6300	Charges for Services	0		0		
0	0	0		8980	Donations	0		0		
247,226	245,465	250,000			Total Revenues	215,000		215,000		0
Net Cost of Program										
(115,382)	(133,129)	(179,584)			Expenditures less Revenue	(231,954)		(235,707)		0

POLK COUNTY
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION		
CAMI Grant	DISTRICT ATTORNEY	CAMI		
Program Description:				
<p>Incorporated into the 2002-2003 budget, CAMI (Child Abuse Multi-Disciplinary Intervention Team) was created in 1995 pursuant to ORS 418.747. The program receives a non-competitive grant to address child abuse issues.</p>				
Program Goals or Objectives:				
<p>To increase collaborative efforts between law enforcement, protective service agencies and educational facilities to reduce child abuse throughout the County.</p>				
Descriptive Statistics:				
Indicator	Actual 2021-22	Actual 2022-23	Estimated 2023-24	Projected 2024-25
Suspicious Phys Injury	60	67	56	62
Medical Assessments	56	61	54	58
Review for Prosecution	22	25	38	32

PROGRAM.FRM (1/5/92)

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

140 C.A.M.I. Fund	(Fund)
420 C.A.M.I.	(Divn)
410 District Attorney	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
9,821	10,990	12,500	0.25	8040	Management/Supervisory	15,574	0.25	15,574	0.25		
0	0	0		8080	Temporary/Part-time	0		0			
0	22	1,000		8090	Overtime	1,000		500			
9,821	11,012	13,500	0.25		Total Salaries	16,574	0.25	16,074	0.25	0	0.00
1,995	2,955	3,848		8110	PERS-Retirement	4,724		4,581		0	
0	0	338		8115	PERS - Assessment	414		402		0	
709	831	1,033		8120	Social Security/Medicare	1,268		1,230		0	
3,796	3,929	5,125		8140	Insurance	5,125		5,125		0	
49	55	68		8150	Unemployment	83		80		0	
10	12	107		8160	Workers Comp. Insurance	132		128		(1)	
16,380	18,794	24,019	0.25		Total Personal Services	28,320	0.25	27,621	0.25	1	0.00
0	0	250		8210	Office Supplies	750		250			
0	0	0		8220	Operating Supplies	0		0			
441	0	0		8250	Small Tools & Minor Equipment	0		0			
0	0	350		8310	Advertising & Printing	0		0			
29	4	350		8320	Photocopying	0		0			
0	0	50		8330	Postage	0		0			
0	50	50		8340	Telephone	0		0			
8,244	25,029	15,000		8420	Workshops and Conferences	25,893		25,750			
1,202	0	0		8430	Transportation	0		0			
9,852	50,730	10,000		8510	Professional Services	12,135		12,540			
105,900	81,300	104,418		8540	Contract Services	86,000		86,000			
918	275	7,500		8580	Special Projects	0		0			
0	0	0		8610	Repairs and Maintenance	0		0			
0	0	0		8730	Misc. Fees & Premiums	0		0			
3,048	2,500	5,513		8830	Management Services Interdept.	3,339		3,339			
0	0	0		8840	Information Services Interdept.	0		0			
129,634	159,888	143,481			Total Materials and Services	128,117		127,879		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
146,014	178,682	167,500	0.25		Total Department Expenses	156,437	0.25	155,500	0.25	1	0.00
Revenues											
78,231	65,110	35,000		6000	Beginning Balance	15,000		15,000			
132,893	132,893	132,500		6130	State Operating Grant	140,438		140,500			
0	0	0		6600	Fines & Forfeitures						
0	0	0		6990	Miscellaneous						
211,124	198,003	167,500			Total Revenues	155,438		155,500		0	
Net Cost of Program											
65,110	19,321	(0)			Expenditures less Revenue	(999)		0		(1)	

CASA of Polk County, Inc. Court Appointed Special Advocate

Organization Overview: The mission of CASA of Polk County, Inc. is to recruit, train, guide, and support volunteers appointed by Polk County judges to represent the best interests of abused and neglected children in the judicial dependency system. The vision of CASA of Polk County, Inc. is for every child to have a safe and permanent home, and for every child who is a ward of the court to be represented by a volunteer advocate.

The organization is solely focused on the day-to-day mission of providing highly trained volunteer advocates. Our current overarching goal is to build the program's capacity, so we can achieve our vision.

The CASA program mandated by Oregon law provides a Court Appointed Special Advocate deemed to be a party to court proceedings. A 2018 study showed, "A child with a CASA finds a forever home 25% faster". "A child with a CASA is much less likely to re-enter the foster care system. (Research & Consulting Study, National CASA). The statute further outlines the duties of the advocates that are as follow:

1. Investigate all relevant information about the case.
2. Advocate for the child, ensuring that all relevant facts are brought before the court.
3. Facilitate and negotiate to ensure that the court, the Department of Human Services (DHS), and the child's attorney, if any, fulfill their obligations to the child in a timely fashion.
4. Monitor all court orders to ensure compliance and to bring to the court's attention any change in circumstances that may require a modification of an order by the court.

The CASA program was housed under the jurisdiction of the Polk County District Attorney Department from 1989 to 2015. In 2004, Friends of Polk County CASA was established and became a 501(c)3 non-profit organization. This entity operated solely as a fundraiser to support the CASA program for recruiting and training volunteers. On July 1, 2015, the non-profit organization's name was changed to CASA of Polk County, Inc. and became an independent organization governed by a Board of Directors; all of whom are volunteers.

Since 2004, CASA of Polk County has been the only organization in our county focused on providing highly qualified trained volunteer advocates to be the voice of children that are wards of the court due to abuse or neglect. CASAs regularly visit children in their caseload, interview all of those involved in the child's life, and collaborate with the Courts and caseworkers.

Operational Overview:

Our primary goal is to provide every child in Polk County foster with a CASA by enhancing our volunteer recruitment, training, supervising, and retention services.

We aim to provide a volunteer for every child who comes into foster care through the legal system of Polk County. Children in the judicial dependency system those we are currently able to serve and those we are not, and their families. All children in both urban and rural areas of Polk County are served by our organization. By ensuring sufficient resources are raised we will be able to continue to deliver high-quality CASA volunteer recruitment & retention, ensuring that we are able to seamlessly support our volunteer advocates as they serve children in foster care. Currently we have 45 volunteer advocates

serving 92 children. Our goal is to have enough CASAs so we can serve all children in foster care within our county.

The CASA program is governed by a ten-member volunteer Board of Directors. Currently, CASA has an Executive Director (.875 FTE), a Program Administrative Assistant (.625 FTE), a Community Engagement Coordinator (.875 FTE), and a Volunteer Manager (1 FTE).

Polk County foster care for 2023 FY

Number of children in foster care: 120

Number of children with a CASA volunteer: 92

Number of new children entering foster care: 51

- Please note: Number of new children entering foster care during 2022 FY: 31

Number of children whose case closed: 36

Active CASA volunteers: 45

CASA volunteers are focused solely on the needs of the child, listening to them, and making their needs known. Each CASA works directly with the foster child and is their important voice in the dependency system. A CASA is not the foster parent, social worker, or attorney, the goal of the CASA is to advocate for the 'best interest' of the child. Each new CASA volunteer will have completed the CASA training, using the National CASA Association certified curriculum, and will be assigned a case with Polk County Dependency Court.

CASA of Polk County Inc., recruits staff and volunteers from all cultures, religious, and ethnic groups, so that volunteer advocates, administrative staff, and members of the Board of Director include diverse viewpoints, life experiences, talents, and ideas. Building on our legacy of quality and advocacy, we acknowledge the need to understand, respect and celebrate diversity including race, gender, age, religion, national origin, ethnicity, sexual orientation, socioeconomic status, and the presence of a sensory, mental, or physical disability.

CASA also actively partners with The Confederated Tribes of Grand Ronde in every instance of an Indian Child Welfare Act (ICWA) case. In these cases, the CASA advocate and tribal representative for the child work closely together to ensure the child's cultural needs are being met by incorporating tribal customs and traditions into the case and protect the rights of the American Indian and Alaskan Native children.

Over the past few years, CASA of Polk County has expanded our partnership with The Confederated Tribes of Grand Ronde, by offering new CASA training to tribal staff and volunteers and an open invitation to our CASA continuing education / training opportunities. Polk County CASA volunteers are eligible to become a Tribal CASA by attending Grand Ronde's 8-hour Tribal Inservice Training at the reservation. The Tribal's new Court Administrative Program Coordinator is currently in our winter new CASA training class.

Objectives:

Measurable Objectives for 2024 FY

- Conduct a marketing campaign to increase awareness of CASA of Polk County, Inc.
- Build our cash reserves.
- Sustain our current staff.
- Recruit 20 new CASA volunteers.
- Retain 90% of our CASA volunteers.

- 100% of new CASA volunteers will have completed the CASA training, using the National CASA Association certified curriculum, and will be assigned a case.
- 90% of all abused and neglected children in Polk County foster care system will be assigned a CASA volunteer.

Introduction to CASA Program Public Meetings

- January 9, 2024, April 2, 2024, & August 27, 2024

New CASA Trainings

- January 26 – March 15, 2024
- April 19 – June 7, 2024
- September 13 – November 11, 2024

CASA Fundraisers & Awareness Events

- Casino Night – March 9, 2024
- Month of April – Pinwheels for Prevention Gardens for Child Abuse Prevention Month
- Golf FORE Kids Tournament – June 22, 2024
- Crazy Days – Art in the Park Booth – July 28, 2024
- Glow Run – CASA Booth – October 12, 2024
- Sustainer/Donor Luncheon – TBA

Drives for ODHS Polk County Foster Children

- July 1 – August 30, 2024 – Back to School Backpack & School Supply Drive
- October 1 – November 1, 2024 – Pajama & Storybook Drive
- November 15– December 18, 2024 – Toy Drive

Annual Volunteer Recognition Holiday Luncheon

- December 8, 2024

CASA of Polk County, Inc. is a member of National CASA/GAL Association, Oregon CASA Network (OCN) and collaborates with twenty other CASA programs in Oregon.

CASA of Polk County 2024 Budget

Account #	Account Title	Budgeted Amount
Revenue		
Grants		
1000	Grants and Restricted Donations	\$229,756.00
	Total Grants	\$229,756.00
Fundraising		
1104	Network for Good	\$650.00
1110	Circle of Hope	\$20,000.00
1205	Casino Night	\$20,000.00
1225	Golf Tournament	\$20,000.00
1257	Bottle Recycling Program	\$1,500.00
	Total Fundraising	\$41,500.00
State/County Funds		
1302	Polk County	\$25,000.00
1305	State of Oregon/DAS	\$48,049.00
	Total State/County Funds	\$73,049.00
	Total Revenue	\$364,955.00
Expenditures		
2000	Marketing/Awareness Expenses	\$12,000.00
	Total Marketing/Awareness Expenses	\$12,000.00
2100	Dues, Fees, Contracts	
2105	Bank and Agencies	\$350.00
2108	CASA Manager	\$350.00
2115	Garten Services	\$300.00
2120	Intuit QuickBooks	\$1,200.00
2122	Technical Solutions	\$2,500.00
2125	Microsoft Office	\$980.00
2130	National CASA	\$300.00
2135	Oregon CASA Network	\$2,500.00
2140	Oregon Dept. of Justice	\$250.00
2145	Secretary of State	\$50.00
2155	Adobe Acrobat	\$360.00
2156	Website	\$3,000.00
2157	I Cloud	\$90.00

CASA of Polk County 2024 Budget

2158	Memberships	\$2,500.00
	Total Dues, Fees, Contracts	\$14,730.00
	Fundraising Activity Fee	
2110	Casino Night	\$15,000.00
2225	Golf Tournament	\$12,000.00
2240	Miscellaneous	\$1,000.00
	Total Fundraising Activity Fee	\$28,000.00
	Insurance	
2300	Insurance	\$3,300.00
2350	Insurance Amortization	\$2,500.00
	Total Insurance	\$5,800.00
	Building Lease	
2400	Building Lease	\$24,000.00
	Total Building Lease	\$24,000.00
	Copier Lease	
2500	Copier Lease	\$5,000.00
	Total Copier Lease	\$5,000.00
	Legal & Professional Fees	
2605	Oasis Bookkeeping	\$5,000.00
2610	Dickinson Development Consulting	\$7,000.00
2615	Grove, Mueller & Swank PC	\$5,000.00
	Total Legal & Professional Fees	\$17,000.00
	Office Equipment/Furniture	
2710	Office Cleaning	\$2,800.00
2715	Computer Equipment	\$1,000.00
2720	Furniture	\$300.00
2800	Depreciation	\$458.00
	Total Office Equipment & Furniture	\$4,558.00
	Office Supplies/Services	
2925	Postage	\$600.00
2935	Office Supplies	\$2,700.00
	Total Office Supplies/Services	\$3,300.00

CASA of Polk County 2024 Budget

Offsite Training		
3005	Fees	\$1,000.00
3010	Meals	\$250.00
3015	Lodging	\$600.00
3020	Travel	\$225.00
	Total Offsite Training	\$2,075.00
Personnel		
4005	Administration Assistant	\$29,848.00
4010	Community Engagement Coordinator	\$49,140.00
4015	Executive Director	\$60,320.00
4020	Paid Time Off	\$2,000.00
4025	Volunteer Manager	\$45,760.00
	Total Personnel	\$187,068.00
Employer Taxes		
6000	Employer Taxes	\$12,000.00
	Total Employer Taxes	\$12,000.00
Utilities/Phone/Internet		
7000	Utilities/Phone/Internet	\$3,000.00
	Utilities/Phone/Internet	\$3,000.00
Volunteers		
8005	Recognition	\$6,500.00
8010	Recruitment	\$2,500.00
8015	Training	\$4,500.00
	Total Volunteers	\$13,500.00
	Total Expenditures	\$332,031.00
	Net Operating Revenue	\$32,924.00

CASA of Polk County, Inc. Board Roster 2024 Fiscal Year

Name	Board Position	Term Started	Contact Information	Profession
Susan Meikle-Stoops	Chair Executive Committee	2018	503-559-7168 suse59@outlook.com	Retired Educator
Beverly West	Governance Vice Chair Executive Committee	2019	503-409-9177 beverlywest@gmail.com	WOU Director of Academic Affairs
Tamera Bird	Finance Vice Chair Executive Committee	2015	503-930-2426 Tbird861@msn.com	Legal Assistant/Statistics Vidrio & Jarvis Attorneys at Law
Ed Klimowicz	Secretary Executive Committee Chair of Governance Committee	2020	503-585-5044 eklimowicz@aol.com	Retired Informational Technology Manager
Sally Davies	Treasurer Executive Committee	2021	503-580-5942 sallydcasa@gmail.com	Retired Bookkeeper/Business Manager
Katrina Hovey	Board Member	2021	214-282-8178 katrina.a.hovey@gmail.com	WOU Associate Professor Special Education
Wilburta (Willy) Lerum	Board Member	2024	503-991-8091 weebits58@hotmail.com	Retired Business Manager from WOU
Shane Rider	Board Member	2023	541-223-4315 shane@kiowafitness.com	Self-Employed Kiowa Fitness
Jennifer Von Derahe	Board Member	2023	503-991-0474 jennyrebecca_rn@yahoo.com	RN Director of Women's Services
Rick Young	Board Member Chair of Resource Development Committee	2020	503-999-3331 thecardoctor2007@gmail.com	Owner The Car Doctor
Staff / Non-Voting				
Katey Axtell	Executive Director Executive Committee	2013	503-623-8473 axtell.katey@outlook.com	Education Program Management

CASA of Polk County, Inc.

Statement of Activity

January - December 2023

	TOTAL
Revenue	
1000 Grants- Restricted Donations	
1028 Marie Lamfrom	25,000.00
1032 Randall Charitable Trust	10,000.00
1033 Trust Management Services	15,000.00
1034 Templeton Foundation	10,000.00
1035 Oregon CASA Network	5,073.00
1036 MB Memorial Scholarships	2,050.00
1037 Roundhouse Foundation	15,000.00
1082 Victims Of Crime Acts Grant	43,195.25
1090 Other Donations	24,999.00
Total 1000 Grants- Restricted Donations	150,317.25
1104 Network for Good	650.00
1110 Circle of Hope Program	17,927.25
1120 Local Donations (deleted)	4,509.75
1130 Special Project/Local Drive Donations	4,260.25
1200 Fundraising	
1205 Casino Night	8,050.00
1225 Golf Tournament	25,005.00
1257 Bottle Recycling Program	1,218.15
Total 1200 Fundraising	34,273.15
1300 State and County Funds	49,546.00
1302 Polk County	25,000.00
1305 State of Oregon / DAS	24,024.50
1350 Uncategorized Revenue	0.04
Total Revenue	\$310,508.19
GROSS PROFIT	\$310,508.19
Expenditures	
2000 Marketing/Awareness Expenses	5,305.69
2100 Dues, Fees, Contracts	
2105 Bank & Agencies	283.36
2108 Casa Manager	324.00
2115 Garten Services	265.00
2120 Intuit QuickBooks	1,045.00
2122 Technical Solutions	2,750.00
2125 Microsoft Office	979.99
2130 National CASA	275.00
2135 Oregon CASA Network	2,274.00
2140 Oregon Dept. of Justice	218.00
2145 Secretary of State	50.00
2155 ADOBE ACROBAT	149.95

CASA of Polk County, Inc.

Statement of Activity

January - December 2023

	TOTAL
2156 Website	2,868.00
2157 I Cloud	79.50
Total 2100 Dues, Fees, Contracts	11,561.80
2147 Krazy Dayz	147.90
2158 Memberships	2,398.93
2160 Special Project/Local Drive Expenses	2,986.68
2200 Fundraising Expenditures	
2210 Casino Night	4,294.00
2225 Golf Tournament	12,868.48
Total 2200 Fundraising Expenditures	17,162.48
2300 Insurance	-1,449.77
2350 Insurance Amortization	2,215.08
2400 Lease-Building	23,835.60
2500 Lease-Copier/Printer	4,518.43
2600 Legal & Professional Fees	
2605 OASIS PAYROLL & BOOKKEEPING, LLC	4,341.53
2610 Dickinson Development Consulting	4,900.00
2615 Grove, Mueller & Swank PC	3,500.00
Total 2600 Legal & Professional Fees	12,741.53
2700 Office Equipment/Furniture	
2710 Office Cleaning	2,640.00
Total 2700 Office Equipment/Furniture	2,640.00
2900 Office Expenses	455.50
2925 Postage	327.55
2935 Office Supplies	2,173.15
Total 2900 Office Expenses	2,956.20
3000 Offsite Training	
3005 Fees	150.00
3010 Meals	221.61
3015 Room	584.28
Total 3000 Offsite Training	955.89
4000 Personnel	
4005 Administration Assistant-Wages	24,244.45
4010 Development Coordinator-Wages	28,501.20
4015 Executive Director-Salary	43,317.92
4020 Paid Time-Off	664.28
4025 Volunteer Manager-Wages	35,617.45
Total 4000 Personnel	132,345.30
6000 Taxes-Employer	11,061.93
7000 Utilities-Phone/Internet	2,275.40

CASA of Polk County, Inc.

Statement of Activity

January - December 2023

	TOTAL
8000 Volunteers	
8005 Recognition	6,404.32
8010 Recruitment	670.43
8015 Training	3,317.36
Total 8000 Volunteers	10,392.11
Total Expenditures	\$244,051.18
NET OPERATING REVENUE	\$66,457.01
Other Revenue	
9000 Interest Earned	280.81
Total Other Revenue	\$280.81
NET OTHER REVENUE	\$280.81
NET REVENUE	\$66,737.82

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
515 CASA (Court Appt. Special Adv.)	(Divn)
410 District Attorney	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.			FY 24-25	FY 24-25	FY 24-25			
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	0	0.00
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0	0.00
0	0	0		8080	Temporary/Part-time	0		0		0	
0	0	0		8090	Overtime	0		0		0	
0	0	0	0.00		Total Salaries	0	0.00	0	0.00	0	0.00
0	0	0		8110	PERS-Retirement	0		0		0	
0	0	0		8120	Social Security/Medicare	0		0		0	
0	0	0		8140	Insurance	0		0		0	
0	0	0		8150	Unemployment	0		0		0	
0	0	0		8160	Workers Comp. Insurance	0		0		0	
0	0	0	0.00		Total Personal Services	0	0.00	0	0.00	0	0.00
0	0	0		8210	Office Supplies	0		0		0	
0	0	0		8220	Operating Supplies	0		0		0	
0	0	0		8250	Small Tools & Minor Equipment	0		0		0	
0	0	0		8310	Advertising and Printing	0		0		0	
0	0	0		8320	Photocopying	0		0		0	
0	0	0		8330	Postage	0		0		0	
0	0	0		8340	Telephone	0		0		0	
0	0	0		8410	Dues, Memberships & Publicatio	0		0		0	
0	0	0		8420	Workshops and Conferences	0		0		0	
0	0	0		8430	Transportation	0		0		0	
0	0	0		8510	Professional Services	0		0		0	
0	0	0		8540	Contract Services	0		0		0	
25,000	25,000	25,000		8580	Special Projects	20,000		20,000		0	
0	0	0		8610	Repairs and Maintenance	0		0		0	
0	0	0		8830	Management Services	0		0		0	
25,000	25,000	25,000			Total Materials and Services	20,000		20,000		0	
0	0			8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
25,000	25,000	25,000	0.00		Total Department Expenses	20,000	0.00	20,000	0.00	0	0.00
Revenues											
0	0	0		6130	State Operating Grants	0		0		0	
0	0	0		6980	Donations	0		0		0	
0	0	0		6990	Miscellaneous	0		0		0	
0	0	0		7920	Transfer from Other Fund	0		0		0	
0	0	0			Total Revenues	0		0		0	
Net Cost of Program											
25,000	25,000	25,000			Expenditures less Revenue	20,000		20,000		0	

POLK COUNTY

PROGRAM SUMMARY FUND	DEPARTMENT	DIVISION		
GENERAL FUND	Sheriff	PATROL		
Program Description:				
Polk County Sheriff's Office - Patrol Division				
Program Goals or Objectives:				
<p>Mission: <i>Demonstrate leadership in our community by providing effective law enforcement services in which we promote, preserve, and deliver safety, security, and enhanced livability to those we serve.</i></p> <p>The New Vision: The Polk County Sheriff's Office provides sustainable quality programs and services that focus on the safety and security of our schools, homes, businesses and highways, which contribute to the quality of life for every segment of our community.</p> <p>To enhance the quality of life in Polk County through establishing open line of communication, encourage active participation in problem solving through partnerships to prevent and/or deter crime, apprehend and incarcerate offenders, recover and return property, provide for safe movement of traffic and enhance public safety within the community.</p> <p>To provide a Records and Civil service that expeditiously processes and executes the orders of the court and other civil processes delivered to the Sheriff, and which ensure the safety and security of all documents.</p>				
Descriptive Statistics:				
Indicator	Actual 2021	Actual 2022	Actual 2023	Project ed 2024-25
Report / Case Numbers Taken	2,579	2,081	1,891	2,100
Dispatch Events * Generated (all activity)	19,716	19,366	17,771	18,950
Traffic citations	1,503	1,339	1,448	1,600
Warnings	1,688	2,474	3,180	
Civil Documents Handled including CHL applications	4,167 Total 1,893 Civil 2,283 CHL	3,533 Total 1,880 Civil 1,653 CHL	3,739 Total 2,039 Civil 1,700 CHL	3,800 1,950 1,750
Cases Cleared By Arrest	969	634	745	800
<p>Assaults, Business Burgs, Fraud, Reckless Driving and Eluding Police and traffic enforcement all increased. Narcotics offenses, Residential Burglaries and Theft all decreased from the previous year. All crimes across the board increased 4.5%.</p>				

We had 358 Emotionally Disturbed Person calls. Most of these types of calls are lengthy and may not result in criminal charges being filed. These calls still require time consuming follow up with a mental health provider as well as linking these folks to the various resources they may qualify for. MCRT program has been vital in dealing with these types of calls, keeping patrol clear for other calls.

PROGRAM.FRM (1/5/92)

2023 Polk County Call Stats

Polk County Calls for Service							
AIR EMERGENCY	1	CRASH	503	GSW	12	SHOTS/SHOTS RES	80
ALARM	178	CRIME (MISC)	166	HANGUP	98	STAB	2
ANIMAL	878	CRIMINAL MISCHIEF	65	HARASSMENT	101	STALKING	4
AOA/AOAP	650	DISTURBANCE	53	HIT & RUN	49	STOLEN VEH	96
AOAOSP	141	DOA	41	ILLEGAL CAMP/PARK	39	SUSP. ACTIVITY	307
AREA CHECK	802	DOMESTIC DSTRB	251	KIDNAP	1	SUSP. PERSON	125
ARMED PERSON	6	DRIVING COMPLAINT	1008	MENACE	17	SUSP. VEHICLE	599
ASSAULT	69	DRUG	16	MISSING PERSON	46	TEST/MISC	228
ATL	241	DUII	123	MISSING PROPERTY	11	THEFT/THEFTS	252
BOAT	1	EDP	358	NOISE	35	TOW	71
BOMB	1	ELUDE	30	OVERDOSE	22	TRAP	7
BURGLARY	76	FIGHT	21	ORDINANCE VIO	55	TRESPASS	203
CHECK WELFARE	344	FIR	146	PREMISE CHECK	39	TRAFFIC STOP	4628
CITIZEN CONTACT	544	FIRE/EMS	268	PROWL	23	TRAFFIC ASSIST	539
CIVIL	2164	FIREWORKS	14	ROB	1	VEH/PED CRASH	4
COMMUNITY EVENT	33	FOUND PER/PROP	59	RUNAWAY	28	WATER	3
COVER	27	FOLLOW UP	427	SEARCH	2	WARRANT	56
CPR	19	FRAUD	93	SEX OFFENSE	79	XPORT	92
Total Service Calls (Polk County)		17771					
Total Crimes Occ		1660		Juvenile Arrests		24 (county wide)	
Cases Cleared by arrest		745		44.9%			
Total Arrests (county wide)		616		(only true crimes reported here)			

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Patrol Statistics

Total Calls Generated (2023)	17,771 (-8%)	Traffic Crashes (2023)	164 (-26%)
Total Calls Generated (2022)	19,366 (-2%)	Traffic Crashes (2022)	222 (-15%)
Total Calls Generated (2021)	19,716 (+6%)	Traffic Crashes (2021)	260 (-46%)
Total Calls Generated (2020)	18,535 (-20%)	Traffic Crashes (2020)	480 (0%)
Case Reports Generated (2023)	1,891* (-9%)	CHL's Issued (2023)	1,700 (+3%)
Case Reports Generated (2022)	2,081* (-19%)	CHL's Issued (2022)	1,653
Case Reports Generated (2021)	2,579 (+3%)	Civil Docs Processed (2023)	2,039 (+8%)
Case Reports Generated (2020)	2,513 (-16%)	Civil Docs Processed (2022)	1,880
Arrests (2023)	616* (+4%)	Traffic Stops (2023)	4628 – Stops (+21%)
Arrests (2022)	594* (-39%)		3180 – Warn (+29%)
Arrests (2021)	969 (+26%)		1448 – Cites (+8%)
Arrests (2020)	771 (-32%)	Traffic Stops (2022)	3813- Stops (+20%)
			2,474- Warn (+47%)
			1,339 – Cites (-11%)
911 Calls (2023)	4054 (-47%)	Traffic Stops (2021)	3,191 Stops (+6%)
911 Calls (2022)	7,666 (-5%)		1,688 Warn (-4%)
911 Calls (2021)	8,056 (+17%)		1,503 Cites (+18%)
911 Calls (2020)	6,898 (-7%)		

Agency Assists

(how many times the Sheriff's Office assisted local law enforcement on calls for service)

<u>2023</u>				<u>2022</u>			
Dallas PD	95	Monmouth PD	58	Dallas PD	121	Monmouth PD	50
Grand Ronde	32	Independence PD	29	Grand Ronde	36	Independence PD	91
Salem Police	47	Oregon State Police	121	Salem Police	72	Oregon State Police	208
<u>2021</u>				<u>2020</u>			
Dallas PD	111	Monmouth PD	49	Dallas PD	122	Monmouth PD	52
Grand Ronde	69	Independence PD	33	Grand Ronde	95	Independence PD	31
Salem Police	40	Oregon State Police	101	Salem Police	54	Oregon State Police	123

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
430 Patrol	(Divn)
430 Sheriff	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
317,631	369,512	371,703	5.45	8010	Clerical/Admin. Specialist	393,723	5.45	393,723	5.45		
1,474,720	1,316,632	1,720,000	23.00	8030	Professional/Technical	1,740,000	22.00	1,650,000	21.00		
759,002	904,552	867,925	7.50	8040	Management/Supervisory	1,008,044	8.50	1,008,044	8.50		
61,674	65,277	65,000	0.50	8060	Elected Official	73,000	0.50	73,000	0.50		
8,937	19,078	7,500		8080	Temporary/Part-Time	7,500		5,000			
282,865	286,376	275,000		8090	Overtime	275,000		275,000			
2,904,829	2,961,427	3,307,128	36.45		Total Salaries	3,497,267	36.45	3,404,767	35.45	0	0.00
869,327	858,001	975,603		8110	PERS-Retirement	1,031,694		1,004,406		0	0.00
0	0	82,678		8115	PERS - Assessment	87,432		85,119		0	0.00
218,605	227,836	252,995		8120	Social Security/Medicare	267,541		260,465		0	0.00
591,844	607,796	747,225		8140	Insurance	747,225		726,725		0	0.00
13,897	14,369	16,536		8150	Unemployment	17,486		17,024		0	0.00
70,307	69,460	102,521		8160	Workers Compensation Insurance	108,415		105,548		0	0.00
4,668,809	4,738,889	5,484,686	36.45		Total Personal Services	5,757,060	36.45	5,604,054	35.45	0	0.00
2,323	3,125	5,000		8210	Office Supplies	5,000		5,000			
62,370	88,280	70,000		8220	Operating Supplies	70,000		70,000			
108,267	135,032	110,000		8225	Fuels and Lubricants	120,000		120,000			
69,712	63,475	125,000		8240	Software & Maintenance	125,000		125,000			
30,230	70,386	60,000		8250	Small Tools & Minor Equip	60,000		60,000			
2,729	9,533	5,000		8310	Advertising and Printing	6,500		6,500			
7,547	6,574	8,000		8320	Photocopying	8,000		8,000			
4,801	5,815	5,000		8330	Postage	6,000		6,000			
40,050	39,673	40,000		8340	Telephone	45,000		45,000			
7,350	7,108	7,500		8350	Utilities	7,500		7,500			
2,239	810	2,500		8410	Dues, Memberships & Publicatns	2,500		2,500			
27,764	26,250	30,000		8420	Workshops and Conferences	30,000		30,000			
298	0	0		8430	Transportation	0		0			
23,405	29,794	20,000		8510	Professional Services	22,500		22,500			
587	788	0		8540	Contract Services	0		0			
150,549	161,587	210,000		8550	Contracts-Other Public Agency	230,000		230,000			
177,562	261,683	75,000		8580	Special Projects	0		0			
57,224	54,527	60,000		8610	Repairs and Maintenance	70,000		70,000			
70,888	74,902	70,000		8612	Vehicle Maint.-Sheriff	70,000		70,000			
78,034	57,413	50,000		8616	Vehicle - Set Up	50,000		50,000			
0	0	2,000		8620	Sheriff's Reserve Expense	2,000		2,000			
1,316	1,877	2,000		8740	Bank Charges	2,000		2,000			
0	2	0		8790	Misc. Dept. Expense	0		0			
185,019	194,749	204,637		8810	Rent Interdepartmental	226,536		216,536			
82,500	87,500	130,000		8820	Insurance Interdepartmental	145,000		145,000			
156,675	148,208	168,971		8830	Management Services Interdept.	177,161		177,161			
122,010	128,675	132,039		8840	Information Services Interdept	151,132		143,632			
1,471,449	1,657,766	1,592,647			Total Materials and Services	1,631,829		1,614,329		0	
0	123,129	0		####	Buildings	0		0			
172,693	172,441	125,000		8944	Vehicles	150,000		150,000			
0	111,383	65,000		8942	Machinery	0		0			
172,693	406,953	190,000			Total Capital Outlay	150,000		150,000		0	
6,312,951	6,803,608	7,267,333	36.45		Total Department Expenses	7,538,889	36.45	7,368,383	35.45	0	0.00
Revenues											
16,344	26,864	10,000		6110	Federal Awards	20,000		20,000			
292,390	1,348,520	25,000		6130	State Operating Grants	0		0			
112,800	112,800	0		6131	State Mental Health Grant	0		0			
1,438	0	0		6170	Intergovt. Local Govt.	5,000		5,000			
7,990	4,214	10,000		6180	Non-governmental Grants	5,000		5,000			
172,227	237,103	200,000		6300	Charges for Services	225,000		225,000			
12,315	8,978	5,000		6600	Fines & Forfeitures	10,000		10,000			
1,264	276	1,000		6980	Donations	1,000		1,000			
4,468	490	5,000		6990	Miscellaneous	1,000		1,000			
4,426	0	5,000		7100	Proceeds from Sale of Assets	2,500		2,500			
625,662	#####	261,000			Total Revenues	269,500		269,500		0	
Net Cost of Program											
5,687,289	5,064,363	7,006,333			Expenditures less Revenue	7,269,389		7,098,883		0	

**Polk Count
Program Summary 2024-2025**

FUND	DEPARTMENT	DIVISION
General	Sheriff	Jail

Program Description:

Polk County Adult Jail

Program Goals or Objectives:

The mission of the Polk County Jail is to provide pre-trial detention services for criminal justice agencies in Polk County and as a place in which sentences imposed by the courts will be served. In carrying out this mission, The Polk County Jail will operate as directed by Federal Laws, Oregon Statutes and Oregon Jail Standards.

Polk County acknowledges that most inmates held in the facility will ultimately return to the community. As a result, the facility and its staff have an obligation to provide access to basic human services that may facilitate the reintegration of the inmate population as law abiding, responsible citizens.

The Polk County Jail serves many constituencies: The citizens of the County, other criminal justice agencies, the inmate population, staff at the facility, and others who come to the Jail. The Jail has three primary responsibilities to these groups:

1. To ensure that those who are legally held in the facility remain there until released by the court or until their sentences are complete.
2. To provide for safe, secure humane, constitutional and standards-compliant conditions of confinement.
3. To provide access to the basic human services that offers inmates the potential for reintegration and rehabilitation.

The Polk County Jail staff, believe they have an obligation to operate in the most cost-effective manner that will let the facility carry out its mission and to minimize the liability of the County.

Descriptive Statistics:

Indicators	Actual 2021	Actual 2022	Actual 2023	Projected 2024-2025
Inmates Booked (Total)	1,486	1,745	2,170 (up 20 % since 2022)	2,350
<i>Female**</i>	367	408	485 (up 16% since 2022)	525
<i>Male</i>	1,119	1,337	1,685 (up 21 % since 2022)	1,750
Average Length of Stay (In Days)	25	22	21 (down 5% from 2022)	21-22
Average Daily Population	87	99	116 (up 15% since	130+

Inmate Prescription Costs	\$30,441	\$43,883	\$59,738	\$75,000
	Dispensed	Dispensed	27% More in cost	
	60,583	74,003	Dispensed	85,000
	Refused	Refused	78,842 (7% increase in # since 2022)	# meds
	22,351	21,554	refused 22,282 3% increase since 2022	

Sick Call Requests	275	300	288 (down 4% since 2022)	300
Infirmery Visits/Reports/Follow ups	8,009	8,797	10,211 (up 14% since 2022)	11,500
Number of Inmate Days	32,799	37,791	47,267 (up 21% since 2022)	57,000
Dental Treatments	55	51	42 (down 26% since 2022)	55
ER Visits	24	20	25 (up 20% since 2022)	27-30

TB Tests Given	65	29	115 (up 75% since 2022)	120
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* Notes for the narrative: There has been an average of 12% increase in almost all categories between 2022 and 2023 due to returning to more normal operations since Covid 19. Even though most categories demonstrate this increase; there were a couple of exception. The average length of stay of inmate was down to 21 days in custody from 22 days in 2022. Medication refusals were down 1%. Dental treatments were down 26%, mainly due to a couple of weather events causing the Dentist to cancel. ER visits were up 20%. TB test given were up 75%. I believe this can be attributed to better record keeping by the medical supervisor.

There were more inmates booked in 2023. The average daily population was up from 99 to 116, a 15% increase. There was a 7% increase in the number medications dispensed. But the cost of medications increased 27% since 2022. If this trend continues into 2024, I project medication cost to increase from \$59,000 to \$75,000.

Justice Reinvestment, Church Services, AA/NA, CR, Job Skills programs for the inmates are were reinstated in early 2022 and these programs are back to

pre-Covid numbers. In addition, Viapath continue to provide inmates 10 minutes of free phone and tables per week. More services through this media are being offered in the form of Westlaw Library, education and entertainment services expanded to the tablets. On site visitation was continued after having being suspended due to Covid. Inmate were offered use of the recyard over 36,135 times.

The comprehensive project to eliminate ligature tie off points throughout the facility continues by installing ligature resistant ADA bars. Through measures we are making the jail a more secure facility and preventing suicidal inmates from using these areas in the cell to hang themselves; reducing risk and liability to the county. In addition, the camera upgrade project is all but complete. There are only a few final fine tuning and equipment upgrades left to complete before this project is concluded.

The overall projection for 2024 is to see a return to a more pre-Covid level of inmate average daily population of 130 plus. Since the beginning of the year the average daily population has already increase to about 120 plus inmates. Total inmate bookings were up 20% in 2023. I anticipate this trend continuing into 2024. The higher number of inmates in population will come with this own set of challenges. The number of inmates with acute mental illness that cannot be safely housed with other inmates has and will continue to increase significantly in 2024. Since the facility was designed to double bunk inmates, the inability to house these inmates with others creates an inmate housing and management problems that ultimately reduces the total number of beds available for use. All categories related to medical were up in 2023. The largest increase was in the cost of medication expenses; up 27% over 2022 with over 50% of that cost in psychotropic medications. I would expect this trend to continue into 2024.

2023 Population Breakdown

By Age

Polk County Jail

<u>Age Range</u>	<u># of Inmates Booked</u>
Under 18	0
18 – 20	77
21 – 25	291
26 – 30	357
31 – 35	423
36 – 40	331
41 – 45	227
46 – 50	173
51 – 55	124
56 – 60	90
61 – 65	48
66 – 70	27
Over 70	02

Total # of Inmates: 2170

2023 Meals Served Per Month

Polk County Jail

January	8,618
February	8,239
March	8,176
April	7,575
May	7,495
June	8,565
July	8,124
August	7,934
September	6,777
October	5,785
November	5,283
December	6,198

TOTAL MEALS SERVED: 88,769

2023 Educational Courses Completed

Polk County Jail

Jobs & Finance: 45%

Academic: 21%

Health & Recovery: 17%

Reentry & Community: 13%

Religion & Spirituality: 2%

Arts & Culture: 1%

Informational: 1%

2023 Content Completed by Type (via tablet)

Video: 59.3%

Reading: 19.3%

Coursework: 8%

Audio: 6.8%

Resource: 5.7%

Survey: 0.2%

2023 Budget Stats

Total bookings: 2170 Males: 1685 Females: 485

Program hrs (Church, AA/NA/CR, Educational - includes tablets): 7752

Attorney visits: (In person) 2068 (Via phone) 620 Total: 2688

Community Corrections visits: 112

Inmate request forms received: 8765

Inmates using Law Library: 252 (plus unknown tablet usage)

Inmates offered rec yard: 40832

Incident reports written: 3831

Disciplinary hearings conducted: 109

Housing unit security checks: 194250

Area shakedowns/contraband searches: 1756

Cleaning carts issued out, returned & inventoried: 14235

Medical visits: 10433

Medications dispensed: 78842

Medications refused: 22282

Medication costs: \$59,738

Meals served: 88769 Meals refused: 1980

Mental Health: 1947 chart note, 315 Suicide Screens, 137 jail mental health assessments, 307 counseling sessions, 55 consults with family, 517 consults with other agencies, 51 transition plans

Financial transactions processed: 74,273

Total bail funds received: \$275,500

Inmates that posted bail: 171

Total all transactions: \$228617

USM: \$225,246 (219 inmates/bookings, 2442 total days)

Benton County: \$346,750 (120 inmates, 3650 total days)

Measure 11: 25 Veterans: 144 1145 Inmates: 300

Jail events entered into system: 647086

Average daily population: 116

Average length of stay: 21 days

Number of inmate days: 47267

2023 Educational Courses

Polk County Jail

All Learning Content Completed	4,587
Courses Completed (excludes reclassified)	369
Learners Completing Courses	78
Unique Active Learners	151
Hours Per Learner	13.256
Total Hours	2,240.2
Productive Hours	2,192.4

Reasons for Release

Polk County Jail ... 2023

Transferred to other facility	585
Time served	611
Conditional Release	741
Other Release/Not filed on	31
Dismissed	27
Court ordered	6
Bail	171

Total Release: 2172



Polk County Jail - January 1st, 2023 through December 31st, 2023

Total number of bookings at the Polk County Jail
 January 1st, 2023 thru December 31st, 2023 2170

Agency	Number of people taken into custody by the specific agency	Of the 2170 bookings
Polk County Jail (court/transport related)	472	1188 people were only booked 1 time
Polk County Sheriff (patrol functions)	397	506 people were booked 2 times
Dallas PD	346	198 people were booked 3 times
Community Corrections (Parole and Probation)	32	84 people were booked 4 times
Salem PD	263	194 people were booked 5+ times
Independence PD	106	1685 people booked were male
Monmouth PD	171	485 people booked were female
Oregon State Police	36	
Grand Ronde PD	84	
Other (Includes Benton, USM)	263	

Total Number of Inmate Days 47267
 Average Length of Stay 21 days
 Average Daily Population 116
 Average Daily Population - Males 95
 Average Daily Population - Females 21

Recidivism Report

Polk County Jail

January 1, 2023 to December 31, 2023

Total Bookings		2170
New Bookings	1188	54.49%
<hr/>		
Booked 2 Times	506	23.45%
Booked 3 Times	198	9.18%
Booked 4 Times	84	3.89%
Booked 5 Times	55	2.55%
Booked 6 Times or more	139	6.44%
<hr/>		
Total Bookings (2 or More Times)	982	45.51%
Total Males	1685	77.65%
Total Females	485	22.35%

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
435 Jail	(Divn)
430 Sheriff	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
94,829	104,058	150,000	3.00	8010	Clerical/Admin. Specialist	165,000	3.00	165,000	3.00		
1,739,227	1,918,172	1,900,000	23.00	8030	Professional/Technical	2,000,000	23.00	2,000,000	23.00		
743,128	848,386	865,000	7.50	8040	Management/Supervisory	900,000	7.50	900,000	7.50		
61,674	65,277	65,000	0.50	8060	Elected Official	73,000	0.50	73,000	0.50		
5,740	826	0		8080	Temporary/Part-Time	0		0			
174,991	182,625	175,000		8090	Overtime	175,000		175,000			
2,819,589	3,119,344	3,155,000	34.00		Total Salaries	3,313,000	34.00	3,313,000	34.00	0	0.00
846,916	968,244	930,725		8110	PERS-Retirement	977,335		977,335		0	
0	0	78,875		8115	PERS - Assessment	82,825		82,825		0	
214,198	240,917	241,358		8120	Social Security/Medicare	253,445		253,445		0	
515,642	591,974	680,000		8140	Insurance	680,000		680,000		0	
13,976	15,414	15,775		8150	Unemployment	16,565		16,565		0	
74,167	81,978	94,650		8160	Workers Compensation Insurance	99,390		99,390		0	
4,484,488	5,017,871	5,196,383	34.00		Total Personal Services	5,422,560	34.00	5,422,560	34.00	0	0.00
2,933	4,771	3,500		8210	Office Supplies	3,500		3,500			
90,217	79,112	75,000		8220	Operating Supplies	75,000		75,000			
2,006	3,081	3,500		8225	Fuels and Lubricants	3,500		3,500			
193,635	330,457	320,000		8230	Food Services and Supplies	375,000		360,000			
41,615	20,702	40,000		8240	Software & Maintenance	55,000		55,000			
12,992	6,877	15,000		8250	Small Tools & Minor Equipment	15,000		15,000			
339	1,070	1,000		8310	Advertising and Printing	2,000		2,000			
12,524	7,945	10,000		8320	Photocopying	10,000		10,000			
266	310	500		8330	Postage	500		500			
7,945	9,448	9,000		8340	Telephone	9,500		9,500			
0	0	0		8350	Utilities	0		0			
945	1,320	2,000		8410	Dues, Memberships & Publicatns	2,000		2,000			
21,800	20,015	23,000		8420	Workshops and Conferences	23,000		23,000			
0	0	0		8430	Transportation	0		0			
7,350	6,877	7,500		8510	Professional Services	7,500		7,500			
168,862	549,604	500,000		8520	Medical Care	750,000		700,000			
0	0	0		8550	Contracts-Other Public Agency	0		0			
3,375	647,259	50,000		8580	Special Projects	0		0			
14,608	7,682	10,000		8610	Repairs and Maintenance	10,000		10,000			
1,679	2,547	3,000		8612	Vehicle Maint.-Sheriff	3,000		3,000			
409,368	434,861	458,000		8810	Rent Interdepartmental	535,470		515,470			
82,500	90,000	115,000		8820	Insurance Interdepartmental	130,000		130,000			
155,045	146,172	162,466		8830	Management Services Interdept.	169,546		169,546			
60,339	62,902	64,700		8840	Information Services Interdept	78,184		73,184			
1,290,343	2,433,012	1,873,166			Total Materials and Services	2,257,700		2,167,700		0	
0	0	0		8920	Buildings	0		0		0	
0	16,966	0		8942	Machinery	0		0		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	16,966	0			Total Capital Outlay	0		0		0	
5,774,831	7,467,849	7,069,549	34.00		Total Department Expenses	7,680,260	34.00	7,590,260	34.00	0	0.00
Revenues											
0	0	15,000		6110	Federal Awards	25,000		25,000			
0	0	0		6130	State Operating Grants	0		0			
350,000	350,000	200,000		6140	State Shared Revenues	200,000		200,000			
554,516	591,144	520,000		6300	Charges for Services	525,000		525,000			
0	0	0		6310	Charges for Services - Rentals	0		0			
1,134	2,679	2,000		6600	Fines & Forfeitures	2,000		2,000			
0	0	0		6750	Settlements	0		0			
4,194	0	15,000		6820	Commission	15,000		15,000			
0	0	0		6880	Donations	0		0			
1,952	0	0		6990	Miscellaneous	0		0			
911,796	943,823	752,000			Total Revenues	767,000		767,000		0	
Net Cost of Program											
4,863,035	6,524,026	6,317,549			Expenditures less Revenue	6,913,260		6,823,260		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
ANIMAL CONTROL	SHERIFF	PATROL		
Program Description:				
<p>The Animal Control program is responsible for the education of the public and enforcement of laws and ordinances related to animal care, protection, and control. The primary emphasis is on public safety, providing basic dog control services and programs that educate, create incentives for owners to care for their animals responsibly and correct those who do not.</p>				
Program Goals or Objectives:				
<p>Services: Respond to all appropriate calls for service in a timely manner.</p> <p>Enforcement: Uniformly enforce county ordinance and state statute related to animal control issues with emphasis on those affecting public health and safety.</p> <p>Compliance: Patrol the county on a regular basis to help increase public awareness of the animal control program and to enforce county ordinance and state statute with the goal of enhanced compliance.</p>				
Descriptive Statistics:				
Indicator	Actual 2021	Actual 2022	Actual 2023	Projected 24-25
Calls For Service	798	822	817	815
Formal Action	186	203	123	150
Animals Impounded	Dogs 107 Other 23	Dogs 121 Other 19	Dogs *** Other ***	Dogs 115 Other 20
Total License Accounts	2,176	4,312	4,311	4,350
<p>The educational approach to calls for service continues to be a successful one. Allowing the animal owner the opportunity to learn from what otherwise would be a criminal charge has had a positive ripple effect in our community. Although this approach requires more time, it has a beneficial outcome for more than just the involved.</p> <p>It has also encouraged more outreach from our community by being able to ask for help before they reach a point that goes beyond their abilities. Promoting voluntary compliance through outreach and education has been a successful approach. Issuing No license citations via mail has been a great time saving and cost saving measure that was implemented and deemed to be successful. *** Unable to get impound numbers from Oregon Humane. We will have to implement a new way to keep and track this data.</p> <p>Currently there is a need to explore the addition of our own temporary shelter for housing dogs while attempting to find the owner or prior to being farmed out to a rescue.</p>				

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

220 Dog Control	(Fund)
450 Dog Control	(Divn)
430 Sheriff	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
22,085	28,571	30,500	0.50	8010	Clerical/Admin. Specialist	30,000	0.50	30,000	0.50		
0	0	0	0.00	8020	Laborer	0	0.00	0	0.00		
63,714	73,117	98,000	1.50	8030	Professional/Technical	76,000	1.00	76,000	1.00		
0	0	0		8080	Temporary Part-time	0		0			
494	0	500		8090	Overtime	500		500			
86,293	101,688	129,000	2.00		Total Salaries	106,500	1.50	106,500	1.50	0	0.00
26,641	30,862	38,055		8110	PERS-Retirement	31,418		31,418		0	
0	0	3,225		8115	PERS - Assessment	2,663		2,663		0	
6,533	7,678	9,869		8120	Social Security/Medicare	8,147		8,147		0	
29,968	33,872	41,000		8140	Insurance	33,750		33,750		0	
442	508	645		8150	Unemployment	533		533		0	
681	763	902		8160	Workers Compensation Insurance	745		745		0	
150,558	175,371	222,696	2.00		Total Personal Services	183,755	1.50	183,755	1.50	0	0.00
48	0	125		8210	Office Supplies	125		125			
2,585	3,900	2,500		8220	Operating Supplies	2,500		2,500			
3,376	3,614	5,000		8225	Fuels & Lubricants	5,000		5,000			
2,320	213	2,000		8240	Software and Maintenance	2,000		2,000			
0	0	250		8310	Advertising and Printing	250		250			
23	161	50		8320	Photocopying	100		100			
1,924	2,342	2,000		8330	Postage	2,300		2,300			
1,662	2,509	1,600		8340	Telephone	1,750		1,750			
0	0	300		8350	Utilities	300		300			
0	90	0		8410	Dues, Memberships & Publications	0		0			
0	0	500		8420	Workshops and Conferences	500		500			
0	0	0		8430	Transportation	0		0			
5,612	11,143	5,775		8540	Contract Services	9,377		9,377			
0	0	0		8550	Contract - Other Public Agencies	0		0			
0	0	0		8580	Special Projects	0		0			
0	0	200		8610	Repairs and Maintenance	200		200			
1,648	1,351	1,750		8612	Vehicle Maint. - Sheriff	1,750		1,750			
0	0	0		8616	Vehicle Set-up	0		0			
4,684	4,930	5,181		8810	Rent Interdepartmental	5,735		5,735			
1,100	1,200	1,500		8820	Insurance Interdepartmental	1,600		1,600			
6,772	6,487	7,022		8830	Management Services Interdept.	9,266		9,266			
7,946	9,367	9,551		8840	Information Services Interdept	10,992		10,992			
39,700	47,307	45,304			Total Materials and Services	53,745		53,745		0	
0	0	0		8920	Buildings	0		0		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
190,258	222,678	268,000	2.00		Total Department Expenses	237,500	1.50	237,500	1.50	0	0.00
Revenues											
42,622	13,499	13,000		6000	Beginning Fund Balance	15,000		15,000			
61,135	77,515	75,000		6200	Permits and Licenses	82,500		82,500			
0	0	0		6310	Charges for Services-Rental	0		0			
0	0	0		6600	Fines & Forfeitures	0		0			
0	0	0		6990	Miscellaneous	0		0			
0	0	0		7100	Proceeds from Sale of Assets	0		0			
100,000	140,000	180,000		7900	Operating Transfers In	140,000		140,000			
203,757	231,014	268,000			Total Revenues	237,500		237,500		0	
Net Cost of Program											
13,499	8,336	(0)			Expenditures less Revenue	(0)		(0)		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MARINE PATROL	Sheriff	Marine Patrol		
Program Description:				
<p>Marine Patrol is responsible for patrolling the 42 miles of the Willamette River that forms the eastern boundary of Polk County. Marine Patrol enforces all marine and boating laws, performs search and rescue operations, and conducts inspections of privately owned boat operation on the river. Marine Patrol is presently a seasonal program supported by both State Marine Board funds and County funds and/or "in-kind" match. The Sheriff administers the program: work is performed primarily by Reserve Deputies who report to the Marine Coordinator or Program manager.</p>				
Program Goals or Objectives:				
<p>Enforcement; enforcing all pertinent marine laws when violations are observed and reported.</p> <p>Compliance; gain voluntary compliance of licensing and equipment requirements or take enforcement action.</p> <p>Investigate; incidents on the waterways stemming from boating vessels both motorized and non-motorized</p> <p>Search and Rescue; provide assistance to the public using the waterways who are injured or in distress and search for lost or missing persons,</p>				
Descriptive Statistics:				
Indicator	Actual 2021	Actual 2022	Actual 2023	Projected 2024-2025
Boat Inspections	2302	1017	1057	1200
HIN Inspections	0	1	3	3
Citations	12	4	15	25
Patrol Hours	551.5	565	451	500
Marine SAR Missions	5	5	8	5
Other Contacts (est)	1000	1500	1000	1000

PROGRAM.FRM(1/5/92)

During the last budget year there were slight impacts to the

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

225 Marine Patrol	(Fund)
455 Marine Patrol	(Divn)
430 Sheriff	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
3,832	4,191	4,500	0.05	8010	Clerical/Admin. Specialist	4,500	0.05	4,500	0.05		
15,685	16,234	27,500		8030	Professional/Technical	30,000		30,000			
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00		
1,945	3,251	5,000		8080	Temporary/Part-time	5,000		5,000			
0	68	0		8090	Overtime	0		0			
21,462	23,744	37,000	0.05		Total Salaries	39,500	0.05	39,500	0.05	0	0.00
3,671	2,260	7,400		8110	PERS-Retirement	7,900		7,900		0	
0	0	925		8115	PERS - Assessment	988		988		0	
1,259	1,720	2,831		8120	Social Security/Medicare	3,022		3,022		0	
1,823	1,488	975		8140	Insurance	975		975		0	
125	111	185		8150	Unemployment	198		198		0	
827	793	1,110		8160	Workers Compensation Insurance	1,185		1,185		0	
29,167	30,116	50,426	0.05		Total Personal Services	53,767	0.05	53,767	0.05	0	0.00
0	0	0		8210	Office Supplies	0		0			
126	505	1,000		8220	Operating Supplies	1,000		1,000			
6,867	9,069	8,000		8225	Fuels and Lubricants	10,000		10,000			
0	0	170		8250	Small Tools & Minor Equipment	170		170			
0	0	0		8310	Advertising & Printing	0		0			
552	497	500		8340	Telephone	500		500			
1,572	2,555	1,500		8350	Utilities	2,200		2,200			
925	1,025	800		8410	Dues, Memberships & Publicatns	800		800			
79	0	908		8420	Workshops and Conferences	908		908			
0	0	0		8550	Contracts - Other Public Agencies	0		0			
0	0	0		8580	Special Projects	0		0			
1,730	0	2,575		8610	Repairs and Maintenance	2,575		2,575			
5,226	3,716	5,000		8612	Vehicle Maint.-Sheriff	5,000		5,000			
1,904	0	0		8616	Vehicle Set-up	0		0			
900	1,000	1,100		8820	Insurance Interdepartmental	1,200		1,200			
3,854	3,728	4,021		8830	Management Services Interdept.	4,380		4,380			
23,735	22,095	25,574			Total Materials and Services	28,733		28,733		0	
0	0	0		8920	Buildings	0		0		0	
114,850	0	0		8944	Vehicles	0		0		0	
114,850	0	0			Total Capital Outlay	0		0		0	
167,752	52,211	76,000	0.05		Total Department Expenses	82,500	0.05	82,500	0.05	0	0.00
Revenues											
(3,607)	(19,303)	1,000		6000	Beginning Fund Balance	2,500		2,500			
0	0	0		6110	Federal Awards	0		0			
119,956	76,679	70,000		6130	State Operating Grants	75,000		75,000			
2,000	0	0		6990	Miscellaneous	0		0			
25,100	0	0		7100	Proceeds from Sale of Assets	0		0			
5,000	5,000	5,000		7900	Operating Transfers In	5,000		5,000			
148,449	62,376	76,000			Total Revenues	82,500		82,500		0	
Net Cost of Program											
(19,303)	10,165	0			Expenditures less Revenue	(0)		(0)		(1)	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
General Fund	Community Corrections		Corrections	
Program Description:				
<p>Community Corrections monitors adult felony and misdemeanor offenders placed on probation by the Court, released on parole/post-prison supervision by the Board of Parole and Post-Prison Supervision, or those placed on post-prison supervision by the Local Supervisory Authority. Supervision services provide a means of holding offenders accountable, while also addressing the causation of criminal behavior through evidence-based supervision and treatment strategies.</p>				
Program Goals or Objectives:				
<ul style="list-style-type: none"> ● Provide a necessary balance of community safety, offender accountability and offender competency development through the use of evidence-based supervision practices and programs. ● Focus on the use of detailed offender assessments and behavioral change plans in the overall supervision of offenders. ● Use appropriate intervention/sanctions and services to reduce risk and promote offender change. ● Assist law enforcement through the appropriate monitoring of offenders within our community. ● Provide ongoing targeted training in support of employee professional development and department mission. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Average Number of Active Clients Supervised	546	486	500	550
Total New Cases (Fel/Misd/CD & Div)	360	396	600	600
New Felony Cases	70	117	290	250
New Misdemeanor Cases	219	251	310	300
Positive Case Closures	83%	80%	80%	80%

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General Fund	(Fund)
457 Community Corrections	(Divn)
457 Community Corrections	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
84,837	125,047	92,000	2.00	8010	Clerical/Admin. Specialist	104,078	2.00	104,078	2.00		
0	0	0	0.00	8020	Laborer	0	0.00	0	0.00		
731,723	784,977	735,000	9.00	8030	Professional/Technical	733,010	8.00	733,010	8.00		
91,391	120,039	168,000	2.00	8040	Management/Supervisory	180,000	2.00	180,000	2.00		
66,013	71,412	72,500	0.55	8050	Department Head	78,395	0.55	78,395	0.55		
0	0	0	0.00	8080	Temporary/Part-time	0	0.00	0	0.00		
12,030	14,189	12,000		8090	Overtime	15,000		15,000			
985,994	1,115,664	1,079,500	13.55		Total Salaries	1,110,483	12.55	1,110,483	12.55	0	0.00
303,227	313,875	318,453		8110	PERS-Retirement	327,592		327,592		0	
0	0	26,988		8115	PERS - Assessment	27,762		27,762		0	
73,758	85,725	82,582		8120	Social Security/Medicare	84,952		84,952		0	
230,218	262,108	277,775		8140	Insurance	244,725		244,725		0	
4,955	5,588	5,398		8150	Unemployment	5,552		5,552		0	
21,947	16,426	32,384		8160	Workers Comp. Insurance	33,313		33,313		(1)	
1,620,099	1,799,386	1,823,080	13.55		Total Personal Services	1,834,381	12.55	1,834,381	12.55	1	0.00
3,193	4,621	5,000		8210	Office Supplies	5,000		5,000			
5,345	4,783	5,000		8220	Operating Supplies	6,000		6,000			
9,046	5,879	8,500		8240	Software and Maintenance	8,500		8,500			
6,778	5,534	10,000		8250	Small Tools & Minor Equip.	10,000		7,500			
2,006	984	1,000		8310	Advertising & Printing	1,000		1,000			
5,938	6,265	6,000		8320	Photocopying	6,000		6,000			
2,636	2,208	2,500		8330	Postage	2,500		2,500			
10,670	11,562	11,000		8340	Telephone	12,500		12,000			
0	0	0		8350	Utilities	0		0			
4,740	2,631	5,000		8410	Dues, Memberships & Publ	9,000		9,000			
15,073	23,441	16,000		8420	Workshops and Conferences	20,000		20,000			
6,902	10,042	8,000		8430	Transportation	12,000		12,000			
270,293	182,326	160,000		8510	Professional Services	296,000		200,000			
0	0	0		8520	Medical Care	0		0			
34,294	34,561	25,000		8540	Contract Services	25,000		25,000			
0	20,572	15,000		8550	Contract - Other Public Agencies	15,000		15,000			
640	6,936	5,000		8580	Special Projects	5,000		5,000			
2,045	1,379	2,500		8610	Repairs and Maintenance	2,500		2,500			
260	134	1,500		8614	Vehicle Maintenance	1,500		1,500			
76,601	47,725	35,000		8670	Boarding Expense	35,000		35,000			
208,000	212,000	215,000		8810	Rental-interdepartmental	220,000		220,000			
3,900	4,000	5,000		8820	Insurance Interdepartmental	5,500		5,500			
75,642	63,701	64,439		8830	Management Services Interdept.	66,763		66,763			
49,141	50,893	54,178		8840	Information Services Interdept.	63,053		63,053			
793,143	702,177	660,617			Total Materials and Services	827,816		728,816		0	
0	34,912	0		8944	Vehicles	0		0		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	34,912	0			Total Capital Outlay	0		0		0	
2,413,242	2,536,475	2,483,697	13.55		Total Department Expenses	2,662,197	12.55	2,563,197	12.55	1	0.00
Revenues											
3,270	8,879	0		6110	Federal Awards	0		0			
2,483,789	2,502,875	2,000,000		6130	State Operating Grants	2,300,000		2,300,000			
0	0	60,000		6130	State Operating Grant-Drug Court	0		0			
0	0	0		6170	Intergovernmental Local Govt.	0		0			
128,619	48,262	50,000		6300	Charges for Services	50,000		50,000			
7,323	3,546	0		6310	Charges for Services - Rentals	0		0			
0	0	0		6600	Fines & Forfeitures	0		0			
0	0	0		6980	Donations	0		0			
50	87,123	500		6990	Miscellaneous	500		500			
0	0	0		7100	Proceeds from Sale of Assets	0		0			
2,623,051	2,650,685	2,110,500			Total Revenues	2,350,500		2,350,500		0	
Net Cost of Program											
209,809	114,210	(373,197)			Expenditures less Revenue	(311,697)		(212,697)		(1)	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
General Fund	Community Corrections		Community Service	
Program Description:				
The Polk County Community Service Program is a combination of in-custody inmate workers and out-of-custody community service workers that perform work within the community under the supervision and direction of Polk County Community Corrections.				
Program Goals or Objectives:				
<ul style="list-style-type: none"> ● Provide an alternative sentencing option to the courts. ● Allow clients the opportunity to make a positive contribution to the community. ● Allow clients the opportunity to develop work skills, life skills, and responsible attitudes. ● Provide ongoing targeted training in support of employee professional development and department mission. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Total Community Service Hours Worked	7,158	11,272	12,150	11,000
Total Inmate Community Service Hours Worked	280	0	0	0
Total Buyout Hours	8,185	8,847	12,000	8,500

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
470 Community Service Diversion	(Divn)
457 Community Corrections	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
88,353	97,965	125,000	3.00	8020	Laborer	148,350	3.00	143,350	3.00		
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
60,372	65,484	63,000	1.00	8040	Management/Supervisory	70,632	1.00	70,632	1.00		
1,532	0	2,500		8080	Temporary/Part-Time	1,000		1,000			
1,412	0	1,500		8090	Overtime	1,500		1,500			
151,669	163,449	192,000	4.00		Total Salaries	221,482	4.00	216,482	4.00	0	0.00
42,245	44,270	54,720		8110	PERS-Retirement	63,122		61,697		0	
0	0	4,800		8115	PERS - Assessment	5,537		5,412		0	
11,983	13,161	14,688		8120	Social Security/Medicare	16,943		16,561		0	
30,267	27,201	62,000		8140	Insurance	58,000		58,000		0	
796	855	960		8150	Unemployment	1,107		1,082		0	
4,235	4,404	7,680		8160	Workers Comp. Insurance	8,859		8,659		0	
241,195	253,340	336,848	4.00		Total Personal Services	375,051	4.00	367,894	4.00	0	0.00
19	474	0		8210	Office Supplies	0		0			
8,946	9,699	7,500		8220	Operating Supplies	10,000		10,000			
24	85	250		8225	Fuels & Lubricants	250		250			
3,600	3,588	3,750		8240	Software & Maintenance	3,750		3,750			
3,766	2,024	3,000		8250	Small Tools and Minor Equip	2,500		2,500			
0	0	100		8310	Advertising and Printing	100		100			
58	56	200		8320	Photocopying	200		200			
0	0	0		8330	Postage	0		0			
2,160	1,952	3,000		8340	Telephone	3,000		3,000			
0	0	0		8350	Utilities	0		0			
5,579	5,308	7,500		8360	Insurance	7,500		7,500			
180	0	500		8420	Workshops and Conferences	500		500			
14,702	15,787	16,000		8430	Transportation	25,000		25,000			
0	0	0		8510	Professional Services	0		0			
0	0	0		8520	Medical Care	0		0			
1,795	2,412	6,000		8610	Repairs and Maintenance	5,000		5,000			
0	0	1,000		8614	Vehicle Maint. - Gen. Svcs.	1,000		1,000			
6,000	7,000	7,500		8810	Rent Interdepartmental	8,000		8,000			
1,500	1,600	1,750		8820	Insurance Interdepartmental	1,800		1,800			
13,410	14,188	15,002		8830	Management Services Interd.	15,655		15,655			
3,177	3,563	5,156		8840	Information Services Interdep.	5,785		5,785			
64,916	67,736	78,208			Total Materials and Service	90,040		90,040		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
306,111	321,076	415,056	4.00		Total Department Expenses	465,091	4.00	457,934	4.00	0	0.00
Revenues											
17,398	12,405	25,000		6110	Federal Awards	25,000		25,000			
0	3,450	50,000		6130	State Operating Grants	50,000		50,000			
198,530	203,482	155,000		6300	Charges for Services	200,000		200,000			
0	0	0		6600	Fines and Forfeitures	0		0			
200	0	0		6990	Miscellaneous	0		0			
216,128	219,337	230,000			Total Revenues	275,000		275,000		0	
Net Cost of Program											
89,983	101,739	185,056			Expenditures Less Revenue	190,091		182,934		0	

**Polk County
Adopted Budget
Fiscal Year 2024-25
Beginning July 1, 2024**

245 Juvenile
Revenues for all departments

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25	Division
Actual	Actual	Adopted	Div	Num.	Description	Requested	Proposed	Approved
Revenues								
61,961	127,981	97,500	460	6000	Beginning Fund Balance	125,000	125,000	Juvenile Probations
0	0	0	460	6110	Federal Awards	0	0	Juvenile Probations
177,800	210,617	185,000	460	6130	State Operating Grants	185,000	185,000	Juvenile Probations
5,148	0	0	460	6170	Intergovernmental Local	0	0	Juvenile Probations
(50)	0	0	460	6300	Charges for Services	0	0	Juvenile Probations
0	0	0	460	6310	Charges for Services- Rental	0	0	Juvenile Probations
0	0	0	460	6990	Miscellaneous	0	0	Juvenile Probations
650,000	650,000	625,000	460	7910	Transfer from General Fund	650,000	650,000	Juvenile Probations
34,817	39,441	35,000	462	6000	Beginning Fund Balance	32,500	32,500	Juvenile Sanctions
122,477	122,477	125,000	462	6130	State Operating Grants	132,500	132,500	Juvenile Sanctions
1,750	978	0	462	6300	Charges for Services	2,000	2,000	Juvenile Sanctions
0	0	0	462	6990	Miscellaneous	0	0	Juvenile Sanctions
120,000	150,000	140,000	462	7910	Transfer from General Fund	150,000	150,000	Juvenile Sanctions
23,936	(4,224)	0	463	6000	Beginning Fund Balance	0	0	Community Service
0	0	0	463	6130	State Operating Grants	0	0	Community Service
0	0	0	463	6170	Intergovernmental Local	0	0	Community Service
22,500	30,600	0	463	6300	Charges for Services	0	0	Community Service
0	0	0	463	6990	Miscellaneous	0	0	Community Service
0	0	0	463	7910	Transfer from General Fund	0	0	Community Service
1,220,339	1,327,870	1,207,500				1,277,000	1,277,000	0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
Juvenile Fund	Community Corrections		Juvenile Department	
Program Description:				
Polk County Juvenile Department provides a continuum of services to youth and their families that emphasizes accountability, community safety, and personal change.				
Program Goals or Objectives:				
<ul style="list-style-type: none"> ● Provide evidenced based supervision strategies to youth referred to the department. ● Assess the risk levels of youth referred to determine the appropriate and necessary services. ● Monitor and supervise mandated conditions imposed by the court, Juvenile Department staff, or Sanction Court. ● Provide ongoing targeted training in support of employee professional development and department mission. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Referrals Received	260	384	360	380
JCP Risk Assessments	249	274	345	375
Sanction Court Referred	128	167	120	150
Formal Accountability Agreements/Informal	48	55	65	75
Adjudications	23	33	40	45
Commitments to OYA	8	9	9	10
¹ Yamhill Detention Use (days)	532	975	700	800
² Expungements	33	125	120	140

¹Detention contract decreased from 5 beds to 4 beds effective July 1, 2021.

²New expungement laws and processing took effect Jan. 1, 2022.

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

245 Juvenile	(Fund)
460 Juvenile Probations	(Divn)
460 Juvenile Probations	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
12,602	15,778	8,706	0.50	8010	Clerical/Admin. Specialist	18,000	0.50	18,000	0.50		
227,457	268,326	275,000	4.00	8030	Professional/Technical	308,000	4.00	308,000	4.00		
81,756	87,828	88,000	1.00	8040	Management/Supervisory	93,288	1.00	93,288	1.00		
54,011	58,428	59,000	0.45	8050	Department Head	64,121	0.45	64,121	0.45		
0	0	0		8080	Temporary Part-Time	0		0			
12,491	3,583	10,000		8090	Overtime	7,500		7,500			
388,317	433,943	440,706	5.95		Total Salaries	490,909	5.95	490,909	5.95	0	0.00
117,388	131,201	130,008		8110	PERS-Retirement	144,818		144,818		0	
0	0	11,018		8115	PERS - Assessment	12,273		12,273		0	
29,610	33,530	33,714		8120	Social Security/Medicare	37,555		37,555		0	
64,610	79,253	110,075		8140	Insurance	104,125		104,125		0	
1,985	2,199	2,204		8150	Unemployment	2,455		2,455		0	
10,282	11,338	11,018		8160	Workers Comp. Insurance	12,273		12,273		0	
612,192	691,464	738,742	5.95		Total Personal Services	804,407	5.95	804,407	5.95	0	0.00
402	455	500		8210	Office Supplies	500		500			
1,341	1,072	1,500		8220	Operating Supplies	1,500		1,500			
0	118	0		8240	Software and Maintenance	0		0			
1,311	880	500		8250	Small Tools & Minor Equipment	2,500		2,500			
482	118	250		8310	Advertising and Printing	250		250			
1,879	2,164	2,500		8320	Photocopying	2,500		2,500			
668	755	1,300		8330	Postage	1,300		1,300			
5,580	5,732	6,000		8340	Telephone	7,000		7,000			
0	0	0		8350	Utilities	0		0			
2,580	2,222	3,000		8410	Dues, Memberships & Publications	3,000		3,000			
2,290	7,077	4,000		8420	Workshops and Conferences	6,500		6,500			
3,189	5,871	4,000		8430	Transportation	5,000		5,000			
5,446	6,238	20,000		8510	Professional Services	10,000		10,000			
0	310	0		8540	Contract Services	0		0			
627	1,893	7,425		8580	Special Projects	2,339		2,339			
0	0	0		8614	Vehicle Maint. - Gen. Svcs.	0		0			
87,000	90,000	93,000		8810	Rent Interdepartmental	93,000		93,000			
2,400	2,550	2,650		8820	Insurance Interdepartmental	2,800		2,800			
25,471	23,172	25,172		8830	Management Services Interdept.	27,426		27,426			
14,020	13,458	14,773		8840	Information Services Interdept	16,545		16,545			
0	0	0		8850	Human Serv. Admin. Interdept.	0		0			
154,686	164,085	186,570			Total Materials & Services	182,160		182,160		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
766,878	855,549	925,312	5.95		Total Dept Expenses	986,567	5.95	986,567	5.95	0	0.00
Revenues											
61,961	127,981	97,500		6000	Beginning Fund Balance	125,000		125,000			
0	0	0		6110	Federal Awards	0		0			
177,800	210,617	185,000		6130	State Operating Grants	185,000		185,000			
5,148	0	0		6170	Intergovernmental Local	0		0			
(50)	0	0		6300	Charges for Services	0		0			
0	0	0		6310	Charges for Services-Rentals	0		0			
0	0	0		6980	Donations	0		0			
0	0	0		6990	Miscellaneous	0		0			
650,000	650,000	625,000		7910	Transfer from General Fund	650,000		650,000			
894,859	988,598	907,500			Total Revenues	960,000		960,000		0	
Net Cost of Program											
127,981	133,049	17,812			Expenditures less Revenue	26,567		26,567		0	

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

245 Juvenile	(Fund)
462 Juvenile Sanctions	(Divn)
460 Juvenile Probations	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
303	545	0		8220	Operating Supplies	0		0			
0	0	0		8420	Workshops & Conferences	0		0			
0	0	0		8510	Professional Services	0		0			
20,000	13,075	5,000		8540	Contract Services	3,000		3,000			
216,300	263,500	275,000		8550	Contracts-Other Public Agency	285,000		285,000			
0	0	0		8740	Bank Charges	0		0			
3,021	2,014	2,188		8830	Management Services	2,433		2,433			
0	0	0		8850	Human Services Admin.	0		0			
239,624	279,134	282,188			Total Materials & Services	290,433		290,433		0	
0	0	0		8948	Computers & Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
0	0	0		9990	Contingency	0		0		0	
239,624	279,134	282,188	0.00		Total Dept Expenses	290,433	0.00	290,433	0.00	0	0.00
Revenues											
34,838	39,441	35,000		6000	Beginning Fund Balance	32,500		32,500			
122,477	122,477	125,000		6130	State Operating Grants	132,500		132,500			
1,750	978	0		6300	Charges for Services	2,000		2,000			
0	0	0		6990	Miscellaneous	0		0			
120,000	150,000	140,000		7910	Transfer from General Fund	150,000		150,000			
279,065	312,896	300,000			Total Revenues	317,000		317,000		0	
Net Cost of Program											
39,441	33,762	(17,812)			Expenditures less Revenue	(26,567)		(26,567)		0	

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

245 Juvenile	(Fund)
463 Community Service-Juv.	(Divn)
460 Juvenile Probations	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0	0.00
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00	0	0.00
0	0	0		8080	Temporary/Part-Time	0		0		0	
0	0	0		8090	Overtime	0		0		0	
0	0	0	0.00		Total Salaries	0	0.00	0	0.00	0	0.00
0	0	0		8110	PERS-Retirement	0		0		0	
0	0	0		8120	Social Security/Medicare	0		0		0	
0	0	0		8140	Insurance	0		0		0	
0	0	0		8150	Unemployment	0		0		0	
0	0	0		8160	Workers Comp. Insurance	0		0		0	
0	0	0	0.00		Total Personal Services	0	0.00	0	0.00	0	0.00
0	0	0		8210	Office Supplies	0		0		0	
0	0	0		8220	Operating Supplies	0		0		0	
0	0	0		8225	Fuels & Lubricants	0		0		0	
0	0	0		8250	Small Tools & Equipment	0		0		0	
0	0	0		8310	Advertising	0		0		0	
0	0	0		8320	Photocopying	0		0		0	
0	0	0		8330	Postage	0		0		0	
0	0	0		8340	Telephone	0		0		0	
0	0	0		8410	Dues, Memberships & Publications	0		0		0	
0	0	0		8420	Workshops and Conferences	0		0		0	
0	0	0		8430	Transportation	0		0		0	
50,000	45,000	0		8550	Contracts - Other Public Agencies	0		0		0	
0	(240)	0		8580	Special Projects	0		0		0	
0	0	0		8610	Repairs & Maintenance	0		0		0	
659	476	0		8830	Management Services	0		0		0	
0	0	0		8850	Human Services Admin.	0		0		0	
50,659	45,236	0			Total Materials & Services	0		0		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
50,659	45,236	0	0.00		Total Dept Expenses	0	0.00	0	0.00	0	0.00
Revenues											
23,936	(4,223)	0		6000	Beginning Fund Balance	0		0		0	
0	0	0		6110	Federal Awards	0		0		0	
0	0	0		6130	State Operating Grants	0		0		0	
0	0	0		6170	Intergovernmental Grants	0		0		0	
22,500	30,600	0		6300	Charges for Services	0		0		0	
0	0	0		6980	Donations	0		0		0	
0	0	0		7910	Transfer from General Fund	0		0		0	
46,436	26,377	0			Total Revenues	0		0		0	
(4,223)	(18,859)	0			Net Cost of Program						
					Expenditures less Revenue	0		0		0	
1,057,161	1,179,919	1,207,500	5.95		Total Fund Requirements	1,277,000	5.95	1,277,000	5.95	0	0.00
1,220,360	1,327,870	1,207,500			Total Fund Resources	1,277,000		1,277,000		0	
163,199	147,951	(0)				0		0		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
General	Board of Commissioners	Emergency Management

Program Description:

The County is required by Oregon Statutes to have an Emergency Management Program. The Emergency Management Program is federally subsidized and helps support 1.5 FTE positions. The program provides the planning, training, and coordination of all emergency services at incidents of both man-made and natural disaster. During times of emergency, the County Administrator is designated as the Emergency Management Director and all resources are under his direct supervision.

Program Goals or Objectives:

Emergency Management:

To manage and coordinate the activation of the Emergency Operations Center during events that may or may not result in a disaster declaration.

Coordinate the County requests to the State and Federal partners as needed during events as well as coordinate the collection and reporting of Damage Assessment to Oregon Emergency Management.

Oversee all aspects of the Polk County Communications System to ensure critical communication systems for Law Enforcement, Fire, Emergency Medical Services as well as Public Works systems are operational and maintained. Also includes managing the Amateur Radio Emergency Service (ARES) volunteers.

Administer the State Homeland Security Grant program to ensure projects submitted and funded by FEMA address the needs for our First Responders as well as projects that protect our critical infrastructure.

Ensures emergency backup systems are maintained at County facilities as well as portable generation.

Chair Ambulance Service Advisory Committee.

Descriptive Statistics:

Indicator	Actual 2021 (*Pandemic Yr)	Actual 2022 (*Pandemic Yr)	Actual 2023	Projected 2024/25
Emergency Operations Centers Activations - all levels	9	3	4	4
Assistance to other Counties	1	2	2	2
Severe Storm Events	3	3	4	4
River Flood Stage Events	2	2	1	1
Actual EM Occurrences	10	8	6	6
Exercises Planned	4	4	4	4
Exercises Conducted/Participated	17	10	8	8
Preparedness Trainings	1	5	3	3
EM Training Hours	24	145	210	180

PROGRAM.FRM(1/5/92)

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
440 Emergency Management	(Divn)
850 Administrative Officer	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
16,949	6,174	27,500	0.50	8010	Clerical/Admin. Specialist	30,000	0.50	30,000	0.50		
114,030	122,368	119,928	1.00	8040	Management/Supervisory	126,000	1.00	126,000	1.00		
9,081	11,542	5,000		8090	Overtime	5,000		5,000			
140,060	140,084	152,428	1.50		Total Salaries	161,000	1.50	161,000	1.50	0	0.00
35,127	34,581	41,156		8110	PERS-Retirement	43,470		43,470		0	
-	-	3,811		8115	PERS - Assessment	4,025		4,025		0	
10,372	10,601	11,661		8120	Social Security/Medicare	12,317		12,317		0	
28,622	25,686	30,750		8140	Insurance	30,750		30,750		0	
689	689	762		8150	Unemployment	805		805		0	
3,232	3,388	3,810		8160	Workers Compensation Insurance	4,025		4,025		0	
218,102	215,029	244,378	1.50		Total Personal Services	256,392	1.50	256,392	1.50	0	0.00
1,488	1,436	500		8210	Office Supplies	500		500			
4,832	9,029	5,000		8220	Operating Supplies	5,000		5,000			
2,990	2,735	2,500		8225	Fuels and Lubricants	2,500		2,500			
299	3,210	2,500		8240	Software & Maintenance	2,500		2,500			
10,484	1,618	10,000		8250	Small Tools & Equipment	5,000		5,000			
799	474	200		8310	Advertising and Printing	200		200			
1,063	537	500		8320	Photocopying	500		500			
208	377	200		8330	Postage	200		200			
5,098	5,171	6,000		8340	Telephone	6,000		6,000			
20,831	21,402	24,000		8350	Utilities	24,000		24,000			
1,225	901	500		8410	Dues, Memberships & Publications	1,000		1,000			
1,528	7,673	5,000		8420	Workshops and Conferences	5,000		5,000			
123	67	0		8430	Transportation	0		0			
6,214	30	1,500		8510	Professional Services	500		500			
2,884	1,339	0		8540	Contract Services	0		0			
0	4,491	0		8550	Contracts Other Public Agencies	0		0			
382,184	399,706	200,000		8580	Special Projects	200,000		200,000			
28,533	125,883	20,000		8610	Repairs and Maintenance	20,000		20,000			
2,189	1,310	5,000		8612	Vehicle Maint.-Sheriff	5,000		5,000			
6,468	11,144	0		8660	Rentals	0		0			
30,000	32,500	35,000		8810	Rent Interdepartmental	40,000		40,000			
900	1,000	1,500		8820	Insurance Interdepartmental	2,000		2,000			
13,807	14,188	14,403		8830	Management Services Interdept.	15,061		15,061			
21,471	22,245	29,674		8840	Information Services Interdept	32,494		32,494			
545,618	668,466	363,977			Total Materials and Services	367,455		367,455		0	
0	0	0		8920	Buildings	0		0		0	
0	27,500	0		8930	Improvements Other than Bldg.	0		0		0	
0	0	0		8946	Furniture & Fixtures	0		0		0	
0	27,500	0			Total Capital Outlay	0		0		0	
763,720	910,995	608,355	1.50		Total Department Expenses	623,847	1.50	623,847	1.50	0	0.00
Revenues											
294,237	926,766	275,000		6110	Federal Grants	275,000		300,000			
0	10,000	0		6130	State Operating Grants	0		0			
0	0	0		6170	Intergovernmental Local	0		0			
227,921	239,822	250,000		6310	Charges for Services-Rental	250,000		250,000			
0	1,314	0		6990	Miscellaneous	0		0			
522,158	1,177,902	525,000			Total Revenues	525,000		550,000		0	
Net Cost of Program											
241,562	(266,907)	83,355			Expenditures less Revenue	98,847		73,847		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
General Fund	General Services		Parks Maintenance	
Program Description:				
<p>The County established its own parks maintenance program in fiscal year 1993-1994. In prior years, the County contracted this service out to the Regional Parks & Recreation Agency. The County's program is designed to maintain and develop existing County parks.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. To provide the citizens of Polk County with a rural, nature parks system that is well maintained and safe. 2. To provide Community Services with a work area resource. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
County Parks (Developed)	12	12	12	12
County Parks (Undeveloped)	5	5	5	5
Acres of County Parks	152	152	152	152
Community Service Hours	2,500	2,000	2,000	1,700

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
750 Parks Maintenance	(Divn)
810 General Services	(Dept)

FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
Expenditures										
0	0	0	0.00	8020	Laborer	0	0.00	0	0.00	0
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00	0
0	0	0		8080	Temporary/Part-time	0		0		0
0	0	0		8090	Overtime	0		0		0
0	0	0	0.00		Total Salaries	0	0.00	0	0.00	0
0	0	0		8110	PERS-Retirement	0		0		0
0	0	0		8120	Social Security/Medicare	0		0		0
0	0	0		8140	Insurance	0		0		0
0	0	0		8150	Unemployment	0		0		0
0	0	0		8160	Workers Comp. Insurance	0		0		0
0	0	0	0.00		Total Personal Services	0	0.00	0	0.00	0
0	0	0		8210	Office Supplies	0		0		0
580	1,917	1,500		8220	Operating Supplies	1,500		1,500		1,500
44	14	250		8225	Fuels & Lubricants	250		250		250
1,053	11	1,500		8250	Small Tools & Minor Equip.	1,500		1,500		1,500
525	0	0		8310	Advertising and Printing	0		0		0
0	0	100		8340	Telephone	100		100		100
2,349	2,403	2,300		8350	Utilities	2,300		2,300		2,300
0	0	100		8410	Dues, Memberships & Public	100		100		100
3,272	3,078	4,000		8430	Transportation	4,000		4,000		4,000
12,461	5,364	5,000		8510	Professional Services	5,000		5,000		5,000
45,000	50,000	50,000		8550	Contract - Other Public Agen	50,000		50,000		50,000
46,780	(105,496)	5,500		8580	Special Projects	5,500		5,500		5,500
2,093	5,070	5,000		8610	Repairs and Maintenance	5,000		5,000		5,000
0	0	0		8614	Vehicle Maint. - Gen. Svcs.	0		0		0
(24,617)	0	0		8750	Participation Public Agency	0		0		0
750	800	1,000		8820	Insurance Interdepartmental	1,000		1,000		1,000
2,730	2,441	18,096		8830	Management Services Interd	14,451		4,451		4,451
93,020	(34,398)	94,346			Total Materials and Service	90,701		80,701		0
0	217,230	1,000,000		8930	Improvements other than Bld	0		0		0
0	0	0		8944	Vehicles	0		0		0
0	217,230	1,000,000			Total Capital Outlay	0		0		0
93,020	182,832	1,094,346	0.00		Total Department Expense	90,701	0.00	80,701	0.00	0
Revenues										
38,603	0	0		6110	Federal Awards	0		0		0
3,150	0	1,025,000		6130	State Operating Grants	0		0		0
83,091	81,597	84,000		6140	State Shared Revenues	87,500		90,000		90,000
0		500		6300	Charges for Services	500		500		500
0	421,923	0		6750	Settlements	0		0		0
0		0		6980	Donations	0		0		0
0		0		6990	Miscellaneous	0		0		0
124,844	503,520	1,109,500			Total Revenues	88,000		90,500		0
Net Cost of Program										
31,824	320,688	15,154			Expenditures less Revenue	(2,701)		9,799		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
GENERAL	NON-DEPARTMENTAL		NON-DEPARTMENTAL	
Program Description:				
This program is provided for miscellaneous programs or activities that do not fit under one county program and reflect on expense to several General Fund programs				
Program Goals or Objectives:				
To provide a budget division to cover generalized non-department expenditures.				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
VORP	\$3,000	\$3,000	\$3,000	\$3,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
199 Non-Departmental	(Divn)
199 Non-Departmental	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	Acct. FTE Num.	Description	FY 24-25 Requested	FY 24-25 Proposed	FY 24-25 Approved	FTE
Expenditures								
0	2,461	0	8550	Contracts-Other Public Agency	0	0		
0	0	500	8580	Special Projects	500	500		
149	208	1,000	8590	Boards & Commissions Expense	1,000	1,000		
0	0	0	8720	Finance Charges	0	0		
3,000	3,000	3,000	8750	Community Mediation/VORP	3,000	3,000		
822	767	2,500	8790	Misc. Department Expenses	2,500	2,500		
3,971	6,436	7,000		Total Materials and Services	7,000	7,000	0	
0	0	0	8910	Land	0	0	0	
0	0	0	8920	Buildings	0	0	0	
0	0	0		Total Capital Outlay	0	0	0	
Transfers to Other Funds								
356,302	20,760	150,000	9810	Transfer to Public Works Fund	150,000	150,000		
100,000	140,000	180,000	9820	Transfer to Dog Control Fund	140,000	140,000		
5,000	5,000	5,000	9830	Transfer to Marine Patrol Fund	5,000	5,000		
47,500	28,000	25,000	9835	Transfer to Law Library Fund	25,000	25,000		
0	0	5,000	9836	Transfer to Domestic Mediation	5,000	5,000		
100,000	350,000	250,000	9838	Transfer to Health Services - FC	100,000	100,000		
0	75,000	200,000	9840	Transfer to Public Health Fund	150,000	150,000		
770,000	800,000	765,000	9850	Transfer to Juvenile Fund	800,000	800,000		
240,000	125,000	200,000	9860	Transfer to Fair Fund	250,000	200,000		
110,000	120,000	90,000	9865	Transfer to Veteran's Services F	90,000	90,000		
200,000	350,000	250,000	9880	Transfer to Bldg. Improvement F	125,000	125,000		
100,000	100,000	100,000	9883	Transfer to P. W. Const. Fund	100,000	50,000		
0	100,000	300,000	9884	Transfer to Insurance Fund	200,000	200,000		
2,028,802	2,213,760	2,520,000		Total Transfers	2,140,000	2,040,000	0	
2,032,773	2,220,196	2,527,000		Total Departmental Expense	2,147,000	2,047,000	0	
Fund Contingency and Unappropriated Ending Fund Balance								
0	0	3,682,119	9990	Fund Operating Contingency	3,500,000	3,276,765		
0	0	0	9995	Unprop. Ending Fund Balance	0	0	0	
Revenues								
6,092,142	6,824,544	6,400,000	6000	Beginning Fund Balance	6,000,000	5,750,000		
11,381,786	11,879,601	12,150,000	6010	Property Taxes	12,625,000	12,600,000		
173,997	148,315	175,000	6020	Property Taxes Previous Years	150,000	150,000		
2,894,544	3,029,111	3,750,000	6020	Property Taxes - Operating Levy	3,875,000	3,850,000		
41,097	37,065	45,000	6017	Property Taxes- Levy Previous Y	40,000	40,000		
366,419	390,534	350,000	6050	Franchise Tax	375,000	400,000		
0	11,306	0	6110	Federal Awards	0	0		
651,316	602,661	675,000	6120	Federal Pmts in Lieu of Tax (O &	675,000	675,000		
436,467	20,760	150,000	6140	State Shared Revenues	150,000	150,000		
735,138	784,382	750,000	6142	State Shared Revenues - Excise	775,000	775,000		
24,475	25,813	25,000	6170	Intergovernmental Local Gov't	25,000	25,000		
2,288	0	2,500	6310	Charges for Services - Rentals	2,500	2,500		
98,381	95,543	100,000	6600	Fines and Forfeitures	100,000	100,000		
119,401	706,300	750,000	6800	Interest Income	800,000	800,000		
5,933	0	3,250	6990	Miscellaneous	2,750	2,750		
0	0	0	7100	Proceeds from Sale of Assets	0	0		
25,000	25,000	0	7920	Transfer from Other Fund	0	0		
23,048,384	24,580,935	25,325,750		Total Revenues	25,595,250	25,320,250	0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
GENERAL	NON-DEPARTMENTAL		O & C TIMBER (TITLE III)	
Program Description:				
<p>This division was created to expend safety net dollars made available by the recent O & C federal funding bill. The rules for expenditures were modified with this last re-authorization (2008).</p>				
Program Goals or Objectives:				
<p>Title III projects include the following:</p> <ol style="list-style-type: none"> 1. Search, Rescue, and Emergency Services 2. Fire preventions & County Planning 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Federal Funds	\$53,482	\$49,472	\$65,000	\$50,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
200 O & C Timber – Title III	(Divn)
199 Non-Departmental	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
25,522	3,991	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
0	0	0	0.00	8080	Temporary/Part-time	0	0.00	0	0.00		
1,078	0	0		8090	Overtime	0		0			
26,600	3,991	0	0.00		Total Salaries	0	0.00	0	0.00	0	0.00
7,836	1,263	0		8110	PERS-Retirement	0		0		0	
1,933	306	0		8120	Social Security/Medicare	0		0		0	
7,441	683	0		8140	Insurance	0		0		0	
131	20	0		8150	Unemployment	0		0		0	
707	112	0		8160	Workers Comp. Insurance	0		0		0	
44,648	6,375	0	0.00		Total Personal Services	0	0.00	0	0.00	0	0.00
100	0	0		8220	Operating Supplies	0		0			
0	0	24,291		8250	Small Tools & Minor Equipmer	9,200		9,200			
0	0	0		8410	Dues, Memberships & Publica	0		0			
0	0	0		8420	Workshops & Conferences	0		0			
0	0	0		8510	Professional Services	0		0			
0	0	40,000		8580	Special Projects	40,046		40,046			
0	0	0		8614	Vehicle Maint. - Gen. Services	0		0			
0	0	0		8616	Vehicle Set-up	0		0			
0	0	0		8750	Aid to Other Public Agencies	0		0			
0	0	709		8830	Management Services Interde	754		754			
0	0	0		8840	Information Services	0		0			
100	0	65,000			Total Materials and Services	50,000		50,000		0	
0	0	0		8944	Vehicles	0		0			
0	0	0		8948	Computers and Attachments	0		0			
0	0	0			Total Capital Outlay	0		0		0	
44,748	6,375	65,000	0.00		Total Department Expenses	50,000	0.00	50,000	0.00	0	0.00
Revenues											
53,462	49,472	65,000		6221	Federal Pmts in Lieu of Tax (T	50,000		50,000			
0	0	0		6990	Miscellaneous	0		0			
53,462	49,472	65,000			Total Revenues	50,000		50,000		0	
Net Cost of Program											
(8,714)	(43,097)	0			Expenditures less Revenue	0		0		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT			DIVISION	
100 General Fund	310 Community Development			310 Planning	
Program Description:					
The Planning Division provides long-range planning to fulfill State and local needs and requirements. It receives and processes land use applications.					
Program Goals or Objectives:					
To provide courteous, timely and professional service to the citizens of Polk County through:					
Planning activities to provide for managed growth in unincorporated Polk County through broad based citizen input and support;					
Coordination with cities to provide an overall growth plan for unincorporated and incorporated areas.					
Provision of accurate and updated information about land use regulations in order for citizens to make informed permit and use decisions.					
Processing of applications for permits to assure compliance with public health and safety standards and to meet needs of applicants within County's resource and regulatory parameters.					
Support of efforts to provide adequate infrastructure for growth including transportation, water, wastewater and other utilities and services.					
Descriptive Statistics:					
Indicator	Actual 20-21	Actual 21-22	Actual 22-23	Projected 23-24	Proposed 24-25
Variance	10	3	4	4	4
Comprehensive Plan Amendment	0	0	2	2	1
Conditional Use	19	10	16	28	25
Appeals	0	0	1	4	1
Forest Dwellings	9	3	2	4	3
Farm Dwellings	5	8	5	5	4
Land Division	6	8	10	6	7
Legislative Amendment	0	1	2	2	2
Lot Line Adjustments	39	34	43	31	27
Land Use Determinations	50	77	72	55	60
Replacement Dwellings	18	21	11	24	18
Zone Change	0	0	2	3	1
TOTALS	156	165	170	168	153

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
310 Planning	(Divn)
310 Community Development	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	32,329	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
94,183	92,660	104,000	3.00	8030	Professional/Technical	191,378	3.00	191,378	3.00		
85,810	91,254	88,000	1.10	8040	Management/Supervisory	102,780	1.10	102,780	1.10		
70,698	74,655	74,000	0.45	8050	Department Head	78,000	0.45	78,000	0.45		
838	4,623	1,000		8080	Temporary/Part-Time	15,000		10,000			
12,401	10,877	7,500		8090	Overtime	7,500		7,500			
263,930	306,398	274,500	4.55		Total Salaries	394,658	4.55	389,658	4.55	0	0.00
73,851	68,143	80,978		8110	PERS-Retirement	116,424		114,949		0	
0	0	6,863		8115	PERS - Assessment	9,866		9,741		0	
19,142	22,855	20,999		8120	Social Security/Medicare	30,191		29,809		0	
56,963	59,635	93,275		8140	Insurance	93,275		93,275		0	
1,308	1,389	1,373		8150	Unemployment	1,973		1,948		0	
264	321	1,097		8160	Workers Compensation Insurance	1,578		1,558		(1)	
415,458	458,741	479,085	4.55		Total Personal Services	647,967	4.55	640,939	4.55	0	0.00
947	1,240	1,400		8210	Office Supplies	1,400		1,400			
0	(569)	500		8220	Operating Supplies	500		500			
3,131	2,756	200		8250	Small Tools & Minor Equipment	200		200			
843	1,611	2,000		8310	Advertising and Printing	2,200		2,200			
2,100	2,302	2,800		8320	Photocopying	2,800		2,800			
2,125	2,527	3,100		8330	Postage	3,500		3,500			
3,339	3,478	3,500		8340	Telephone	3,500		3,500			
65	13	350		8410	Dues, Memberships & Publicatns	350		350			
605	20	1,800		8420	Workshops and Conferences	1,800		1,800			
0	42	400		8430	Transportation	400		400			
0	0	0		8510	Professional Services	0		0			
10,075	59,589	72,000		8540	Contract Services	40,000		35,000			
0	0	0		8580	Special Projects	0		0			
880	808	1,350		8740	Bank Charges	1,400		1,400			
50,025	52,636	55,330		8810	Rent Interdepartmental	61,251		61,251			
1,550	1,600	1,750		8820	Insurance Interdepartmental	2,000		2,000			
17,784	16,647	18,579		8830	Management Services Interdept.	20,971		20,971			
70,461	76,146	76,127		8840	Information Services Interdept	87,256		82,256			
163,930	220,846	241,186			Total Materials and Services	229,528		219,528		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
579,388	679,587	720,271	4.55		Total Department Expenses	877,495	4.55	860,467	4.55	0	0.00
Revenues											
0	0	0		6110	Federal Awards	0		0			
0	0	0		6130	State Operating Grants	0		0			
103,000	120,000	120,000		6170	Intergovernmental Local Govt.	130,000		130,000			
0	0	0		6140	State Shared Revenues	0		0			
3,381	4,890	2,800		6200	Permits and Licenses	2,000		2,000			
143,508	139,697	148,000		6300	Charges for Services	134,000		134,000			
0	0	0		6310	Charges for Services-Rentals	0		0			
675	17,763	650		6990	Miscellaneous	0		0			
250,564	282,350	271,450			Total Revenues	266,000		266,000		0	
Net Cost of Program											
(328,824)	(397,237)	448,821			Expenditures less Revenue	611,495		594,467		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
100 GENERAL FUND	310 COMMUNITY DEVELOPMENT	590 ENVIRONMENTAL HEALTH

Program Description:

The Environmental Health Division administers the on-site sewage disposal rules of the Department of Environmental Quality, conducts site evaluations, issues construction permits, inspects system installations, and inspects existing systems. The Division also reviews plans and administers licensing and investigation of: food service facilities, swimming pools, and tourist facilities. It administers the Polk County Solid Waste Collection and Disposal Ordinance and administers Safe Drinking Water Rules.

Program Goals or Objectives:

To provide courteous, timely and professional service to the citizens through the administration of public health practices:

1. Proper installation and use of on-site wastewater systems;
2. Inspection and licensing of facilities and training of owners, managers and employees of restaurants, tourist accommodations and swimming pools;
3. Consultation and inspection of care facilities as requested;
4. Monitoring and technical assistance to help assure delivery of safe drinking water for customers of public water systems;
5. Intervention to stop spread of communicable and non-communicable disease through the community;
6. Coordinate activities of solid waste collectors to encourage recycling and safe disposal of household hazardous wastes.

NOTE: Licensing and permitting programs are supported by fees; however, other components are not fee supported. These include rabies, nuisance complaints; food or water borne disease investigation, vector control.

Descriptive Statistics:

Indicator	Actual 20-21	Actual 21-22	Actual 22-23	Projected 23-24	Proposed 24-25
FEE SUPPORTED					
On-site sewage applications	183	176	130	130	128
Food Service Facilities	262	280	312	318	319
Licensed Facility Inspections	475	532	657	740	751
Swimming Pools	34	39	38	38	38
Tourist Accommodations	19	19	18	18	19
Food Handler Training (Onsite / Online)	2/1258	0/1638	7/1783	2/1700	2/1780
NON-FEE SUPPORTED					
Complaints	18	14	33	20	20
Vector / Epidemiology	5	2	2	3	2
Emergency Response Exercise/Actual	2	0	1	1	1

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

100 General	(Fund)
590 Environmental Health	(Divn)
310 Community Development	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
30,671	47,176	46,000	1.00	8030	Professional/Technical	49,152	1.00	49,152	1.00		
59,113	34,308	60,000	0.95	8040	Management/Supervisory	76,888	1.05	76,888	1.05		
23,566	24,885	24,165	0.15	8050	Department Head	26,000	0.15	26,000	0.15		
1,275	12,764	30,000		8080	Temporary/Part-Time	15,000		12,500			
9,873	1,854	10,000		8090	Overtime	7,500		5,000			
124,498	120,987	170,165	2.10		Total Salaries	174,540	2.20	169,540	2.20	0	0.00
33,014	31,830	48,497		8110	PERS-Retirement	49,744		48,319		0	
0	0	4,254		8115	PERS - Assessment	4,364		4,239		0	
9,458	9,630	13,018		8120	Social Security/Medicare	13,352		12,970		0	
12,617	6,722	40,950		8140	Insurance	42,900		42,900		0	
632	628	851		8150	Unemployment	873		848		0	
500	608	1,361		8160	Workers Compensation Insurance	1,396		1,356		0	
180,719	170,405	279,096	2.10		Total Personal Services	287,169	2.20	280,171	2.20	0	0.00
753	981	850		8210	Office Supplies	850		850			
260	303	350		8220	Operating Supplies	350		350			
0	140	0		8240	Software & Maintenance	150		150			
860	677	1,800		8250	Small Tools & Minor Equip.	800		800			
943	446	525		8310	Advertising and Printing	1,000		1,000			
485	602	625		8320	Photocopying	650		650			
616	830	900		8330	Postage	1,000		1,000			
2,220	1,852	2,800		8340	Telephone	3,000		3,000			
553	502	2,000		8410	Dues, Memberships & Publicatns	675		675			
139	372	2,350		8420	Workshops and Conferences	1,750		1,750			
6,331	6,719	8,000		8430	Transportation	8,400		8,400			
1,531	1,110	2,000		8510	Professional Services	3,000		3,000			
8,425	8,709	12,000		8540	Contract Services	15,000		15,000			
0	0	0		8550	Contracts - Other Public Agencies	10,000		10,000			
1,979	1,991	3,200		8740	Bank Charges	3,200		3,200			
37,519	39,492	41,497		8810	Rent Interdepartmental	45,938		45,938			
2,000	2,100	2,400		8820	Insurance Interdepartmental	2,500		2,500			
11,856	12,285	13,132		8830	Management Services Interdept.	11,643		11,643			
14,497	15,968	17,207		8840	Information Services Interdept	20,822		20,822			
90,967	95,079	111,636			Total Materials & Services	130,728		130,728		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
271,686	265,484	390,732	2.10		Total Department Expenses	417,897	2.20	410,899	2.20	0	0.00
Revenues											
71,163	84,124	75,000		6050	Franchise Tax	100,000		100,000			
5,887	2,924	7,000		6110	Federal Awards	7,500		7,500			
4,818	8,771	4,500		6130	State Operating Grants	5,000		5,000			
0	0	0		6170	Intergovernmental Local Govt.	0		0			
230,305	247,437	268,000		6200	Permits and Licenses	245,000		245,000			
13,936	18,375	16,000		6300	Charges for Services	20,000		20,000			
0	0	0		6600	Fines & Forfeitures	0		0			
0	0	0		6990	Miscellaneous	0		0			
326,109	361,631	370,500			Total Revenues	377,500		377,500		0	
Net Cost of Program											
54,423	96,147	(20,232)			Expenditures less Revenue	(40,397)		(33,399)		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
100 GENERAL FUND <i>Bldg. Insa.</i>	310 COMMUNITY DEVELOPMENT	320 BUILDING INSPECTION

Program Description:

This program is conducted through a contract with the State of Oregon. The Building Inspection Division is responsible for enforcing building, plumbing, mechanical, manufactured dwelling, electrical, RV and manufactured dwelling parks, and fire/life/safety plan reviews and codes in the unincorporated area of Polk County, the City of Falls City, and electrical inspections in the cities of Independence and Dallas; and, RV park plan reviews for the City of Dallas.

Program Goals or Objectives:

To provide courteous, timely and professional service to the citizens through the administration of building construction safety codes through:

1. Consultation and review of construction plans to ensure health and safety concerns are met.
2. Inspection of construction and installations to assure health and safety standards are met.
3. Inform and train contractors about code changes and interpretations.

Descriptive Statistics:

Indicator	Actual 20-21	Actual 21-22	Actual 22-23	Projected 23-24	Proposed 24-25
Permits issued	721	809	673	650	620
Electrical Permits	1191	1213	1191	990	980

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

110 Building Inspection Fund	(Fund)
320 Building Inspection	(Divn)
310 Community Development	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
58,886	78,173	88,000	2.00	8010	Clerical/Admin. Specialist	94,839	2.00	94,839	2.00		
93,423	73,880	153,000	2.00	8030	Professional/Technical	73,056	1.00	73,056	1.00		
161,379	197,228	145,000	1.80	8040	Management/Supervisory	165,528	1.80	165,528	1.80		
39,277	41,475	42,000	0.25	8050	Department Head	44,000	0.25	44,000	0.25		
2,014	11,200	1,500		8080	Temporary/Part-time	1,500		1,500			
8,794	8,438	10,000		8090	Overtime	10,000		10,000			
363,773	410,394	439,500	6.05		Total Salaries	388,923	5.05	388,923	5.05	0	0.00
94,914	95,758	129,653		8110	PERS-Retirement	114,732		114,732		0	
0	0	10,988		8115	PERS - Assessment	9,723		9,723		0	
26,944	30,921	33,622		8120	Social Security/Medicare	29,753		29,753		0	
81,577	98,489	124,025		8140	Insurance	103,525		103,525		0	
1,824	2,052	2,198		8150	Unemployment	1,945		1,945		0	
2,179	2,471	3,515		8160	Workers Comp. Insurance	3,111		3,110		(1)	
571,211	640,085	743,501	6.05		Total Personal Services	651,712	5.05	651,713	5.05	1	0.00
779	1,030	750		8210	Office Supplies	750		750			
779	869	1,500		8220	Operating Supplies	1,000		1,000			
0	0	300		8240	Software & Maintenance	300		300			
523	2,986	1,250		8250	Small Tools & Minor Equip.	1,200		1,200			
294	85	1,000		8310	Advertising & Printing	500		500			
485	602	600		8320	Photocopying	700		700			
146	142	500		8330	Postage	500		500			
3,282	2,830	3,500		8340	Telephone	3,500		3,500			
2,324	2,172	2,500		8410	Dues, Memberships & Publications	2,500		2,500			
698	640	2,500		8420	Workshops and Conferences	2,500		2,500			
18,843	16,518	18,500		8430	Transportation	19,000		19,000			
0	0	500		8510	Professional Services	500		500			
7,395	6,545	12,000		8540	Contract Services	28,000		28,000			
0	0	0		8550	Contracts- Other Public Agency	80,000		80,000			
0	0	19,528		8560	Special Projects	10,000		10,000			
18,049	14,879	20,000		8740	Bank Charges	20,000		20,000			
0	0	0		8790	Misc. Department Expenses	0		0			
37,519	39,492	41,497		8810	Rent Interdepartmental	45,938		45,938			
6,400	6,500	6,800		8820	Insurance Interdepartmental	7,000		7,000			
21,469	23,230	24,705		8830	Management Services Interdept.	30,722		30,722			
38,724	44,988	48,569		8840	Information Services Interdept.	53,245		53,245			
157,709	163,508	206,499			Total Materials and Services	307,855		307,855		0	
0	0	45,000		8944	Vehicles	0		0			
0	0	5,000		8948	Computers and Attachments	0		0			
0	0	50,000			Total Capital Outlay	0		0		0	
25,000	0	0			Transfer to General Fund	0		0		0	
25,000	0	0			Total Transfer	0		0		0	
0	0	200,000		9990	Contingency	65,433		65,432			
0	0	200,000			Total Contingency	65,433		65,432		0	
753,920	803,593	1,200,000	6.05		Total Department Expenses	1,025,000	5.05	1,025,000	5.05	1	0.00
Revenues											
132,802	275,670	275,000		6000	Beginning Balance	215,000		215,000			
896,784	771,969	925,000		6200	Permits & Licenses	810,000		810,000			
0	0	0		6300	Charges for Services	0		0		0	
4	4	0		6990	Miscellaneous	0		0		0	
1,029,590	1,047,643	1,200,000			Total Revenues	1,025,000		1,025,000		0	
Net Cost of Program											
(275,670)	(244,050)	0			Expenditures less Revenue	(0)		(0)		1	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
280 ECONOMIC DEVELOPMENT	310 COMMUNITY DEVELOPMENT	330 ECONOMIC DEVELOPMENT

Program Description:

The Economic Development program provides a point of contact at the county to help coordinate economic development activities of agencies and local governments serving the County.

Program Goals or Objectives:

To reduce duplication and coordinate economic development activities with other agencies, cities, the Confederated Tribes of the Grand Ronde, Chambers of Commerce and water and waste-water systems. The program also provides oversight of the video lottery funds sent to the county from the State program.

Descriptive Statistics:

Indicator	Actual 20-21	Actual 21-22	Actual 22-23	Projected 23-24	Proposed 24-25
Projects Funded	NA	NA	NA	NA	NA
Grants Obtained	0	0	0	0	0

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

280 Economic Development	(Fund)
330 Economic Development	(Divn)
310 Community Development	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	Acct. FTE	Acct. Num.	Description	FY 24-25 Requested	FY 24-25 FTE	FY 24-25 Proposed	FY 24-25 FTE	FY 24-25 Approved	FTE
Expenditures											
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
15,711	16,590	16,250	0.10	8050	Department Head	17,275	0.10	17,275	0.10		
0	0	0		8080	Temporary/Part-time	0		0			
924	1,236	500		8090	Overtime	500		500			
16,635	17,826	16,750	0.10		Total Salaries	17,775	0.10	17,775	0.10	0	0.00
5,491	5,875	4,941		8110	PERS-Retirement	5,244		5,244		0	
0	0	419		8115	PERS - Assessment	444		444		0	
1,139	1,239	1,281		8120	Social Security/Medicare	1,360		1,360		0	
378	378	1,950		8140	Insurance	1,950		1,950		0	
81	87	84		8150	Unemployment	89		89		0	
17	17	68		8160	Workers Compensation Insurance	72		72		0	
23,741	25,422	25,493	0.10		Total Personal Services	26,933	0.10	26,933	0.10	0	0.00
0	0	100		8210	Office Supplies	100		100			
0	0	500		8250	Small Tools & Minor Equipment	500		500			
0	0	250		8310	Advertising & Printing	250		250			
0	0	50		8320	Photocopying	50		50			
0	0	1,000		8330	Postage	1,000		1,000			
74	0	200		8340	Telephone	200		200			
6,830	9,266	45,000		8410	Dues, Memberships & Publicatns	60,000		60,000			
0	961	500		8420	Workshops and Conferences	500		500			
103,000	120,000	120,000		8510	Professional Services - Planning	130,000		130,000			
12,000	0	0		8540	Contract Services	25,000		25,000			
648,963	844,045	550,000		8580	Special Projects	227,858		227,858			
68,729	79,556	92,049		8750	Participation\Public Agencies	100,000		100,000			
677,363	0	100,000		8755	Sub-grants	0		0			
0	0	250,000		8760	Infrastructure Reserve	250,000		250,000			
1,000	1,200	1,500		8820	Insurance Interdepartmental	1,600		1,600			
8,684	11,877	11,355		8830	Management Services Interdept.	23,767		23,767			
1,936	2,061	2,003		8840	Information Services Interdept	2,242		2,242			
1,528,579	1,068,966	1,174,507			Total Materials and Services	823,067		823,067		0	
0	0	0		8920	Buildings	0		0		0	
0	0	700,000		8930	Improvements Other than Bldgs.	700,000		700,000			
0	0	700,000			Total Capital Outlay	700,000		700,000		0	
1,552,320	1,094,388	1,900,000	0.10		Total Department Expenses	1,550,000	0.10	1,550,000	0.10	0	0.00
Revenues											
1,093,752	1,591,433	850,000		6000	Beginning Balance	500,000		500,000			
1,680,000	0	700,000		6110	Federal Awards	700,000		700,000			
21,290	0	0		6130	State Operating Grants	0		0			
348,711	455,445	350,000		6140	State Shared Revenues	350,000		350,000			
0	0	0		6180	Non-Governmental Grants	0		0			
0	17,500	0		6990	Miscellaneous	0		0			
3,143,753	2,064,378	1,900,000			Total Revenues	1,550,000		1,550,000		0	
Net Cost of Program											
1,591,433	969,990	0			Expenditures less Revenue	(0)		(0)		0	



Oregon

Tina Kotek, Governor

Water Resources Department
Watermaster District No. 22
725 Summer St NE, Suite A
Salem, OR 97301
(503) 508-2394

March 1, 2024

TO: Polk County Budget Committee

FROM: Joel Plahn, District 22 Watermaster

RE: FY 2024-2025 Assistant Watermaster Budget Request – Rickreall Creek and Luckiamute River

The District 22 Watermaster budget request for the upcoming fiscal year is \$5,000. This funding is part of the State and County cooperative funding effort to protect and manage the water resources in Polk County. The following information details the services provided by this office and provides some background about the responsibilities of the Watermaster's office.

District 22 has one Watermaster and covers the majority of Polk, Benton and Yamhill County. District 22 contains 6,736 water rights with a total of 9,120 points of diversion. There are 56 dams located in Polk County that require inspection every one, three or six years depending on the dam's hazard rating. The purpose of these inspections is to evaluate the general condition of the structure to help assure that it is being operated and maintained in a responsible manner for the protection of downstream life and property.

This office assists the general public and the real estate community in their need for essential and accurate information about water rights and wells during property transactions. It is also responsible for inspecting well construction and abandonment, monitoring in-stream water rights and stream flows, distributing water to assure that it is used in accordance with existing water rights, conducting dam safety inspections, and regulating illegal uses of water. This office also provides technical assistance to Watershed Councils, municipalities, the agricultural community, the Soil and Water Conservation District, Polk County Planning Department, and other organizations.

This funding will allow me to utilize the temporary assistant for my district in Polk County. It is extremely beneficial to have an assistant during the spring and summer months because they help provide better services to the County in many ways, including providing more prompt and thorough service during the extremely busy time of the year. Prompt response to information requests is a high priority for this office. It is very important to be able to respond to complaints during times of regulation because the situation can change or worsen if too much time elapses before a site visit can be made.

Rickreall Creek is a priority stream for flow restoration and improving fish habitat. Rickreall Creek, including tributaries, has a total of 367 water rights with 467 points of diversion. The Luckiamute River, including tributaries, has a total of 771 water rights with 1,159 points of

diversion. Like most years, hundreds of staff hours are spent measuring and regulating streams within the Luckiamute River Basin and Rickreall Creek.

The Department has received multiple inquiries regarding ground water use in Polk County over the past year. We continue to investigate complaints and are actively looking at ways to address groundwater concerns within the County.

Your support of the District 22 Watermaster's office would be greatly appreciated. In the upcoming year I hope to hire an Assistant Watermaster to assist in carrying out all of the duties and activities described above. The table below describes water right data per county within District 22. Please contact me at 503-508-2394 if you would like more detailed information on the District's duties, activities, or responsibilities.

County	Total Water Rights	Total Irrigation Water Rights	Irrigation Acres
Benton	1,366	944	80,044
Polk	2,426	1,324	66,200
Yamhill	2,944	1,877	84,596

Sincerely,



Joel Plahn
District 22 Watermaster



United States
Department of
Agriculture

Wildlife Services

6035 NE 78th Ct.
Suite 100
Portland, OR 97218

Date: March 22, 2024

Polk County Board of Commissioners
C/O Todd Whitaker
850 Main Street
Dallas, Or 97338

Subject: FY 2024-2025 Wildlife Services Budget Request

Dear Commissioners,

USDA-APHIS-Wildlife Services Oregon (WS-Oregon) appreciates the support of Polk County and the opportunity to provide services for individuals within the county. WS-Oregon is also grateful for the collective support of the Association of Oregon Counties (AOC), state agencies, cooperators, and other partners who support our services as we prepare for the new fiscal year.

Per your request, our proposed estimated budget request for the county (see attachment) for July 1, 2024 – June 30, 2025, is \$19,233.00. The attached budget sheet identifies our estimate of the amount of state and federal funds we anticipate being available in July to offset the costs to the county for the new budget year. This amount of funding is based upon the funding WS-Oregon receives from Oregon Department of Fish and Wildlife (ODFW) and Oregon Department of Agriculture, through the Governor’s Budget, and anticipated federal funds. The equitable distribution of the state and federal funds (“Shares”) to participating counties is proportional to the amount of funding provided by each county from the prior year. The increase in the agreement cost is due to increased operational and employee expenses including a COLA increase for federal employees and no anticipated increase in federal or state funding.

WS-Oregon responds to diverse wildlife damage management requests across Polk County. Our Specialist, Landon Schacht, routinely addresses livestock damage from cougars, coyotes, and bears. We provide support for urban residents dealing with coyote conflicts that could threaten pets or people. We work closely with Polk County Road Department to address flooding and road damage threats from aquatic mammals. ODFW, Polk County Sheriff’s Office, and city police departments rely on us to handle the service requests they receive involving wildlife. Across the state, WS-Oregon assists with resolving conflicts from a wide range of species to protect agriculture, property, human safety, and natural resources.

Thank you for the continued support of the USDA-APHIS-Wildlife Services program. WS-Oregon looks forward to continuing our collaborative relationship to provide public service.

We request a commitment or letter of intent by June 15th, 2024, to ensure we can continue services beyond June 30th, 2024. Should you have any questions please contact the Oregon State Director Kevin Christensen at (503) 820-2751 or myself at (541) 221-7582.

Sincerely,

Brian Thomas
NW District Supervisor

Attachments: Financial Plan Polk County

CC: Branden Pursinger, AOC Legislative Manager

FINANCIAL PLAN

FINANCIAL PLAN
 For the disbursement of funds from
 POLK COUNTY
 to
 USDA APHIS Wildlife Services
 for
 1/0/1900
 from
 July 1, 2024
 to
 June 30, 2025

Cost Element	Cost to Cooperator	Estimated Cost Share (Federal and State)	Full Cost
Personnel Compensation	\$ 8,849.14	\$ 6,211.21	\$ 15,060.35
Travel	\$ -	\$ -	\$ -
Vehicles	\$ 1,096.88	\$ 332.15	\$ 1,429.03
Other Services	\$ 4,173.65	\$ 99.65	\$ 4,273.29
Supplies and Materials	\$ 1,006.56	\$ -	\$ 1,006.56
Equipment	\$ -	\$ -	\$ -

Subtotal (Direct Charges)	\$ 15,126.23	\$ 6,643.00	\$ 21,769.23
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Pooled Job Costs	11.00%	\$ 1,663.89	\$ 1,663.89
Indirect Costs	16.15%	\$ 2,442.89	\$ 2,442.89
Aviation Flat Rate Collection		\$ -	\$ -
Agreement Total		\$ 19,233.00	\$ 25,876.00

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: \$19,233.00. The Cost Share amount is \$6,643.00. This is an estimate based on available State and Federal funding and may be adjusted accordingly.

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
300 HOUSEHOLD HAZARDOUS WASTE	310 COMMUNITY DEVELOPMENT	595 HOUSEHOLD HAZARDOUS WASTE

Program Description:

The Household Hazardous Waste (HHW) program provides for a locally funded program to provide a method of safely disposing of waste that could create a public health and safety hazard if products are not safely used or disposed of. The program will also have a public education component.

Program Goals or Objectives:

To provide safe disposal options for household hazardous waste. This provides for HHW events and a facility that is open one weekday per week and one weekend day per month for drop off in Marion County. Due to COVID-19 precautions, only the facility has been collecting household hazardous waste.

Descriptive Statistics:					
Indicator	Actual 20-21	Actual 21-22	Actual 22-23	Projected 23-24	Proposed 24-25
Events Conducted	0	0	0	0	0
Households served	749	639	530	490	550
Pounds Collected HHW / Latex Paint	NA	NA	NA	NA	NA

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

300 Household Hazardous Waste
595 Household Hazardous Waste
310 Community Development

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
6,132	0	7,500	0.15	8040	Management/Supervisory	3,690	0.05	3,690	0.05		
7,855	8,295	8,100	0.05	8050	Department Head	8,100	0.05	8,100	0.05		
0	0	0		8080	Temporary/Part-Time	0		0			
1,459	616	1,000		8090	Overtime	1,000		1,000			
15,446	8,911	16,600	0.20		Total Salaries	12,790	0.10	12,790	0.10	0	0.00
5,048	5,048	4,731		8110	PERS-Retirement	3,645		3,645		0	
0	0	415		8115	PERS - Assessment	320		320		0	
1,104	1,104	1,270		8120	Social Security/Medicare	978		978		0	
1,553	1,553	3,900		8140	Insurance	1,950		1,950		0	
76	76	83		8150	Unemployment	64		64		0	
82	82	133		8160	Workers Compensation Insurance	102		102		0	
23,309	16,774	27,132	0.20		Total Personal Services	19,850	0.10	19,850	0.10	0	0.00
0	0	0		8210	Office Supplies	0		0			
0	0	0		8220	Operating Supplies	0		0			
0	0	0		8250	Small Tools & Minor Equip.	0		0			
0	0	0		8310	Advertising and Printing	0		0			
0	0	0		8320	Photocopying	0		0			
0	0	0		8330	Postage	0		0			
0	0	0		8410	Dues, Memberships & Publication	0		0			
0	0	0		8420	Workshops and Conferences	0		0			
334	0	500		8430	Transportation	500		500			
0	0	0		8510	Professional Services	0		0			
26,156	34,632	70,184		8540	Contract Services	97,293		97,293			
0	0	0		8610	Repairs & Maintenance	0		0			
0	0	0		8750	Participation/Public Agencies	0		0			
500	550	600		8820	Insurance Interdepartmental	600		600			
1,926	1,855	1,584		8830	Management Services Interdept.	1,757		1,757			
0	0	0		8840	Information Services Interdept	0		0			
28,916	37,037	72,868			Total Materials & Services	100,150		100,150		0	
0	0	0		8942	Machinery	0		0		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
52,225	53,811	100,000	0.20		Total Department Expenses	120,000	0.10	120,000	0.10	0	0.00
Revenues											
23,808	19,812	45,000		6000	Beginning Fund Balance	50,000		50,000			
48,229	73,503	55,000		6050	Franchise Tax	70,000		70,000			
0	0	0		6990	Miscellaneous	0		0		0	
72,037	93,315	100,000			Total Revenues	120,000		120,000		0	
Net Cost of Program											
19,812	39,504	0			Expenditures less Revenue	0		0		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
INSURANCE	GENERAL SERVICES		INSURANCE	
Program Description:				
<p>The Insurance Fund includes unemployment, worker's compensation, long-term disability, COBRA/retiree health insurance, property, liability, Inland Marine insurance, boiler insurance, earthquake insurance. Each year the County examines the cost benefit of self-insurance for liability versus purchasing insurance. All of the insurances continue to be purchased through CCIS.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. The program was developed to give the County the flexibility when purchasing insurance. 2. The program is managed by the Administrative Officer and minor claims are handled in-house by Management Services or County Counsel, with larger claims being handled by County Counsel or being passed on to the insurance company. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Premiums (Property/Liability)	\$755,175	\$813,235	\$753,980	\$850,000
WCI Experience Rating	.87	.84	.87	.85
WCI Premium (net)	\$103,194	\$103,892	\$100,000	\$150,000
Unemployment	\$59,831	\$0	\$50,000	\$25,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

620 Insurance	(Fund)
840 Insurance	(Divn)
810 General Services	(Dept)

FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	
50,702	53,891	56,000	0.35	8050	Department Head	57,500	0.35	57,500	0.35	
1,307	1,373	0		8090	Overtime	0		0		
52,009	55,264	56,000	0.35		Total Salaries	57,500	0.35	57,500	0.35	0
9,329	10,019	11,000		8110	PERS-Retirement	11,413		11,413		(4,400)
0	0	1,400		8115	PERS - Assessment	1,438		1,438		0
3,859	4,122	4,284		8120	Social Security/Medicare	4,399		4,399		0
5,718	5,850	7,350		8140	Insurance	7,350		7,350		0
256	272	280		8150	Unemployment	288		288		0
51	144	106		8160	Workers Compensation Ins	109		109		0
71,222	75,671	80,420	0.35		Total Personal Services Expenditures	82,495	0.35	82,495	0.35	(4,400)
0	0	500		8220	Operating Supplies	100		100		
754	1,125	3,600		8250	Small Tools & Minor Equip.	2,500		2,500		
755,175	813,235	753,980		8360	Insurance	850,000		850,000		
0	0	10,000		8370	Settlements	10,000		10,000		
0	0	0		8410	Dues, Memberships & Publicator	0		0		
0	0	0		8420	Workshops & Conferences	0		0		
0	0	0		8510	Professional Services	0		0		
0	228	0		8370	Settlements	0		0		
0	8,720	0		8580	Special Projects	0		0		
1,232	0	1,500		8610	Repairs and Maintenance	1,905		1,905		
103,194	103,892	100,000		8870	Workers Compensation Insurance	150,000		150,000		
86,387	82,667	100,000		8875	Health Insurance Premiums	80,000		80,000		
59,831	0	50,000		8880	Unemployment Claims	25,000		25,000		
1,006,573	1,009,867	1,019,580			Total Materials and Services	1,119,505		1,119,505		0
0	0	0		8946	Furnitures and Fixtures	0		0		0
0	0	0			Total Capital Outlay	0		0		0
0	0	100,000		9990	Fund Operating Contingency	0		0		
0	0	100,000			Total Contingency	0		0		0
1,077,795	1,085,538	1,200,000	0.35		Total Department Expenses	1,202,000	0.35	1,202,000	0.35	(4,400)
Revenues										
285,084	114,520	0		6000	Beginning Fund Balance	0		0		
780,563	749,181	900,000		6300	Charges for Services	1,002,000		1,002,000		
0	0	0		6600	Fines & Forfeitures	0		0		
126,668	0	0		6750	Settlements	0		0		
0	0	0		6990	Miscellaneous	0		0		
0	100,000	300,000		7910	Transfer from the General Fund	200,000		200,000		
1,192,315	963,701	1,200,000			Total Revenues	1,202,000		1,202,000		0
Net Cost of Program										
114,520	(121,837)	0			Expenditures less Revenue	0		0		(4,400)

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
COUNTY SCHOOL				
Program Description:				
<p>This Fund receives Utility Franchise tax in lieu and State Timber receipts. Currently, the County is utilizing State Timber receipts to maintain resource roads. As a result, the only monies being deposited into this fund are franchise taxes.</p>				
Program Goals or Objectives:				
<p>Pass through of state revenue receipts or taxes collected by the county with minimum cost to the county and the schools.</p>				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Utility Franchise Tax	\$156,438	\$171,802	\$174,000	\$185,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

270 County School	(Fund)
197 County School	(Divn)
199 Non-Departmental	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0		9100	Special Payments	0		0			
157,466	172,677	175,000		9110	Apportionment to Schools	186,000		186,000			
157,466	172,677	175,000			Total Department Expense:	186,000		186,000		0	
Revenues											
0	0	0		6000	Beginning Fund Balance	0		0			
156,438	171,802	174,000		6050	Franchise Tax	185,000		185,000			
1,028	875	1,000		6120	Federal Payment in Lieu of T	1,000		1,000			
0	0	0		6600	Fines & Forfeitures	0		0			
0	0	0		6800	Interest Income	0		0			
0	0	0		7910	Transfer from General Fund	0		0			
157,466	172,677	175,000			Total Revenues	186,000		186,000		0	
Net Cost of Program											
0	0	0			Expenditures less Revenue	0		0		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
LAW LIBRARY	LAW LIBRARY			
Program Description:				
<p>Library of basic legal reference material designated for visiting attorneys and judges. It is also open to the general public after checking in with General Services. ORS Chapter 9 provides legislation to establish a law library and set a fee to be charged to each civil unit not greater than 40 percent of the filing fee. In Polk County, the Library Fund was self-supporting prior to FY 1993-94 and again became self-supporting in FY 1996-97 primarily due to a changeover to purchasing computerized legal publications in lieu of purchasing books and cutting overhead.</p>				
Program Goals or Objectives:				
Maintain an appropriate level of current legal reference materials.				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Publications	\$45,997	\$37,327	\$40,235	\$40,687
State Operating Grants	\$57,382	\$58,000	\$58,000	\$58,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

230 Law Library	(Fund)
490 Law Library	(Divn)
490 Law Library	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0		8210	Office Supplies	0		0			
0	0	0		8250	Small Tools & Minor Equip.	0		0			
45,907	41,436	40,235		8410	Dues, Memberships & Publicatn:	40,687		40,687			
35,973	37,865	39,788		8810	Rent Interdepartmental	44,046		39,046			
1,646	1,451	1,624		8830	Management Services Interdept.	1,499		1,499			
2,984	3,357	3,353		8840	Information Services Interdept.	3,768		3,768			
86,510	84,109	85,000			Total Materials and Services	90,000		85,000		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
0	0	0		9805	Transfer to General Fund	0		0		0	
0	0	0			Total Transfers	0		0		0	
86,510	84,109	85,000			Total Department Expenses	90,000		85,000		0	
Revenues											
(14,316)	4,056	2,000		6000	Beginning Fund Balance	2,000		2,000			
57,382	57,362	58,000		6130	State Operating Grants	58,000		58,000			
0	0	0		6300	Charges for Services	0		0			
47,500	25,000	25,000		7910	Transfer from General Fund	30,000		25,000			
90,566	86,418	85,000			Total Revenues	90,000		85,000		0	
Net Cost of Program											
4,056	2,309	0			Expenditures less Revenue	0		0		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
COURT SECURITY FUND				
Program Description:				
<p>Incorporated into the 2002-03 budget, Court Security, was created through ORS 1.18 and ORS 137.308. The Court Security Fund receives funds through Court fines (County assessment portion). Monies are used to provide enhanced security in Courthouses and courtrooms.</p>				
Program Goals or Objectives:				
<p>To enhance security in courtrooms, court facilities and Courthouses. The County has made safety improvements to all three courtrooms in the past three years.</p>				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Fines & Forfeitures	\$5,107	\$4,931	\$5,000	\$5,000
State Operating Grants	\$15,609	\$15,609	\$14,000	\$15,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

180 Court Security Fund	(Fund)
492 Court Security	(Divn)
492 Court Security	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	Num.	Description	Requested	FTE	Proposed	FTE	Approved
				Expenditures					
0	0	0	8010	Clerical/Admin. Specialist	0		0		0
0	0	0	8030	Professional/Technical	0		0		0
0	0	0	8040	Management/Supervisory	0		0		0
0	0	0	8080	Temporary/Part-time	0		0		0
0	0	0	8090	Overtime	0		0		0
0	0	0		Total Salaries	0	0.00	0	0.00	0
0	0	0	8110	PERS-Retirement	0		0		0
0	0	0	8120	Social Security/Medicare	0		0		0
0	0	0	8140	Insurance	0		0		0
0	0	0	8150	Unemployment	0		0		0
0	0	0	8160	Workers Comp. Insurance	0		0		0
0	0	0		Total Personal Services	0	0.00	0	0.00	0
0	0	0	8210	Office Supplies	0		0		0
0	0	200	8220	Operating Supplies	200		200		0
0	0	0	8250	Small Tools & Minor Equipment	0		0		0
0	0	0	8310	Advertising & Printing	0		0		0
0	0	500	8420	Workshops and Conferences	500		500		0
0	0	0	8430	Transportation	0		0		0
0	0	1,000	8510	Professional Services	1,000		1,000		0
0	0	5,000	8540	Contract Services	5,000		5,000		0
8,896	3,190	96,452	8580	Special Projects	98,800		103,800		0
0	0	0	8610	Repairs and Maintenance	0		0		0
0	0	0	8820	Insurance Interdepartmental	0		0		0
1,696	1,854	1,848	8830	Management Services Interdept.	2,000		2,000		0
15,000	15,000	15,000	8840	Information Services Interdept.	15,000		15,000		0
25,592	20,044	120,000		Total Materials and Services	122,500		127,500		0
0	0	25,000	8920	Buildings	25,000		25,000		0
0	0	0	8948	Computers and Attachments	0		0		0
0	0	25,000		Total Capital Outlay	25,000		25,000		0
25,592	20,044	145,000		Total Department Expenses	147,500	0.00	152,500	0.00	0
				Revenues					
125,680	121,444	125,000	6000	Beginning Balance	125,000		130,000		0
0	0	0		Federal Awards	0		0		0
15,609	15,609	14,000	6130	State Operating Grants	15,000		15,000		0
5,107	4,931	5,000	6600	Fines & Forfeitures	5,000		5,000		0
640	3,203	1,000	6800	Interest Income	2,500		2,500		0
0	0	0	6990	Miscellaneous	0		0		0
147,036	145,187	145,000		Total Revenues	147,500		152,500		0
				Net Cost of Program					
(121,444)	(125,143)	0		Expenditures less Revenue	0		0		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
DOMESTIC MEDIATION FUND				
Program Description:				
<p>Incorporated into the 2002-03 budget, Domestic Mediation, was created through ORS 107.755 - ORS 107.785. The Domestic Mediation Fund receives funds through Court Records. Monies are used to provide mediation services in child custody and visitation disputes. Polk County manages the personal services contracts with the providers.</p>				
Program Goals or Objectives:				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
State Operating Grants	\$37,467	\$37,467	\$38,000	\$38,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

160 Domestic Mediation Fund	(Fund)
422 Domestic Mediation	(Divn)
422 Domestic Mediation	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
0	0	0		8010	Clerical/Admin. Specialist	0		0		0	
0	0	0		8030	Professional/Technical	0		0		0	
0	0	0		8040	Management/Supervisory	0		0		0	
0	0	0		8080	Temporary/Part-time	0		0		0	
0	0	0		8090	Overtime	0		0		0	
0	0	0	0.00		Total Salaries	0	0.00	0	0.00	0	0.00
0	0	0		8110	PERS-Retirement	0		0		0	
0	0	0		8120	Social Security/Medicare	0		0		0	
0	0	0		8140	Insurance	0		0		0	
0	0	0		8150	Unemployment	0		0		0	
0	0	0		8160	Workers Comp. Insurance	0		0		0	
0	0	0	0.00		Total Personal Services	0	0.00	0	0.00	0	0.00
51	47	150		8210	Office Supplies	150		150			
0	0	0		8220	Operating Supplies	0		0			
0	0	0		8420	Workshops and Conferences	0		0			
0	0	0		8430	Transportation	0		0			
37,080	29,752	55,370		8510	Professional Services	60,759		60,759			
0	0	0		8540	Contract Services	0		0			
0	0	500		8580	Special Projects	500		500			
0	0	0		8610	Repairs and Maintenance	0		0			
0	0	0		8820	Insurance Interdepartmental	0		0			
1,641	1,853	1,980		8830	Management Services Interdept.	1,591		1,591			
0	0	0		8840	Information Services Interdept.	0		0			
38,772	31,652	58,000			Total Materials and Services	63,000		63,000		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
38,772	31,652	58,000	0.00		Total Department Expenses	63,000	0.00	63,000	0.00	0	0.00
Revenues											
17,060	15,755	15,000		6000	Beginning Balance	20,000		20,000			
37,467	37,467	38,000		6130	State Operating Grants	38,000		38,000			
0	0	0		6600	Fines & Forfeitures	0		0			
0	0	5,000		7910	Transfer from General Fund	5,000		5,000			
54,527	53,222	58,000			Total Revenues	63,000		63,000		0	
Net Cost of Program											
15,755	21,570	0			Expenditures less Revenue	0		0		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
American Rescue Plan	Admin Officer		American Rescue Plan	
Program Description:				
<p>In the spring of 2021, President Biden authorized COVID stimulus money to Polk County that amounted to \$16.8 million over 2 years. These monies were earmarked for specific projects related to COVID. Polk County has until December 31, 2024 to expend these funds.</p>				
Program Goals or Objectives:				
<p>To utilize these funds for infrastructure improvements and one time capital outlay expenditures</p>				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Proposed 24-25
Buildings	\$1,763,430	\$172,214	\$3,000,000	\$0
Broadband	\$0	\$0	\$425,000	\$250,000
Emergency Communications	\$1,275,000	\$400,000	\$0	\$0
Revenue Replacement	\$1,650,000	\$3,000,000	\$5,000,000	\$1,000,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

290 American Rescue Plan	(Fund)
865 American Rescue	(Divn)
850 Administrative Officer	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.	Description	FY 24-25	FY 24-25	FY 24-25	FY 24-25	FY 24-25
Actual	Actual	Adopted	FTE	Num.	Requested	FTE	Proposed	FTE	Approved
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00
157,685	294,654	230,000	4.00	8030	Professional/Technical	80,000	1.00	80,000	1.00
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00
0	0	0	0.00	8050	Department Head	0	0.00	0	0.00
22,654	5,253	0		8080	Temporary/Part-time	0		0	
0	0	0		8090	Overtime	0		0	
180,339	299,907	230,000	4.00		Total Salaries	80,000	1.00	80,000	1.00
34,574	81,879	65,550		8110	PERS-Retirement	22,800		22,800	0
0	0	5,750		8115	PERS - Assessment	2,000		2,000	0
13,667	23,283	17,595		8120	Social Security/Medicare	6,120		6,120	0
38,352	74,535	80,000		8140	Insurance	20,000		20,000	0
913	1,525	1,150		8150	Unemployment	400		400	0
1,168	1,902	1,840		8160	Workers Comp. Insurance	640		640	0
269,013	483,031	401,885	4.00		Total Personal Services	131,960	1.00	131,960	1.00
0	0	0		8210	Office Supplies	0		0	0.00
0	300	0		8220	Operating Supplies	0		0	
101,615	31,597	0		8240	Software & Maintenance	0		0	
11,354	250	0		8250	Small Tools & Minor Equip.	0		0	
0	0	0		8310	Advertising & Printing	0		0	
0	0	0		8320	Photocopying	0		0	
1,674	0	0		8330	Postage	0		0	
0	0	0		8340	Telephone	0		0	
98,740	0	0		8410	Dues, Memberships & Publications	0		0	
0	0	0		8420	Workshops and Conferences	0		0	
171	886	0		8430	Transportation	0		0	
21,403	2,331,015	150,000		8510	Professional Services	0		0	
0	387	50,000		8540	Contract Services	0		0	
0	2,521	0		8560	Foster Care Contracts	0		0	
1,522,130	1,526,327	1,500,106		8580	Special Projects	987,492		987,492	
0	0	0		8740	Bank Charges	0		0	
0	0	0		8790	Misc. Department Expenses	0		0	
0	0	0		8810	Rent Interdepartmental	0		0	
0	0	0		8820	Insurance Interdepartmental	0		0	
0	325,000	288,759		8830	Management Services Interdept.	330,548		330,548	
0	0	0		8840	Information Services Interdept.	0		0	
1,757,087	4,218,283	1,988,865			Total Materials and Services	1,318,040		1,318,040	0
1,763,430	172,214	3,450,000		8920	Buildings	0		0	0
0	0	0		8948	Computers and Attachments	0		0	0
1,763,430	172,214	3,450,000			Total Capital Outlay	0		0	0
1,100,000	0	0		9810	Transfer to Public Works Fund	0		0	0
0	150,000	0		9883	Transfer to Public Works Const. Fund	0		0	0
300,000	0	100,000		9860	Transfer to Fairgrounds Fund	0		0	
250,000	0	250,000		9880	Transfer to Bldg. Improvement Fund	0		0	
1,650,000	150,000	350,000			Total Transfers	0		0	0
0	0	1,009,250		9990	Contingency	0		0	
0	0	1,009,250			Total Contingency	0		0	0
5,439,530	5,023,528	7,200,000	4.00		Total Department Expenses	1,450,000	1.00	1,450,000	1.00
					Revenues				
7,691,515	10,612,486	7,200,000		6000	Beginning Balance	700,000		700,000	
8,360,501	71,103	0		6110	Federal Awards	0		0	
0	0	0		6170	Intergovernmental Local Govt.	0		0	
0	0	0		6800	Interest Income	0		0	
0	10,237	0		6990	Miscellaneous	750,000		750,000	
16,052,016	10,693,826	7,200,000			Total Revenues	1,450,000		1,450,000	0
					Net Cost of Program				
10,612,486	5,670,298	0			Expenditures less Revenue	0		0	0

POLK COUNTY FAMILY & COMMUNITY OUTREACH

HOMELESS PREVENTION & OUTREACH DATA

LITERAL HOMELESSNESS

Data represents individual or family households in Rural Polk County (excluding West Salem) that Polk County FCO is currently working with.

INDIVIDUALS

45 Total

Unaccompanied Minors



Male Female

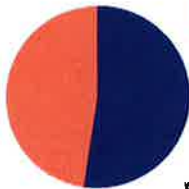
22 **23**

- 14** Sleeping on the street or sidewalk
- 19** Sleeping in a car, boat, or RV with no hookups
- 6** Sleeping in a park
- 6** Other - Abandoned building, shed, etc.

FAMILIES

19 Total

Youth/Children
30



Head of Household Gender

Male Female

4 **15**

Adults 18+
33

- 3** Sleeping on the street or sidewalk
- 15** Sleeping in a car, boat, or RV with no hookups
- 1** Sleeping in a abandoned building

HOUSED INDIVIDUALS & FAMILIES

Data represents literal homeless Rural Polk County households that Polk County FCO and Mid-Willamette Valley Community Action Agency have successfully housed since July 1, 2023.



84 Total Households Housed

Individual Households



45

Total

Family Households



39
Total

87
Children



46 Rapid Rehousing Program



20 Section 8 Voucher West Valley Housing Authority



18 General Housing
Client will pay for rent on their own

PROGRAMS & SERVICES THAT HELP PREVENT HOMELESSNESS

Since July 1, 2023
Totals



505 Cases



\$683,047

Breakdown



33 Rental App Fees
\$2,126



153 Deposit Assistance Requests
\$276,482



221 Rent Assistance Requests
\$372,896



69 Emergency Utility Assistance
\$18,970



29 Other Requests
\$12,573

Updated: 3/29/24



**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

295 Coordinated Housing Fund	(Fund)
875 Coordinated Housing	(Divn)
850 Administrative Officer	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	
0	38,645	95,000	2.00	8030	Professional/Technical	105,000	2.00	105,000	2.00	
0	7,667	16,000	0.20	8040	Management/Supervisory	22,500	0.25	22,500	0.25	
0	0	25,000	0.20	8050	Department Head	32,500	0.25	32,500	0.25	
0	0	1,500		8080	Temporary/Part-time	1,500		1,500		
0	489	2,500		8090	Overtime	2,500		2,500		
0	46,801	140,000	2.40		Total Salaries	164,000	2.50	164,000	2.50	0
0	7,502	41,300		8110	PERS-Retirement	48,380		48,380		0
0	0	3,500		8115	PERS - Assessment	4,100		4,100		0
0	3,447	10,710		8120	Social Security/Medicare	12,546		12,546		0
0	18,980	49,200		8140	Insurance	51,250		51,250		0
0	233	700		8150	Unemployment	820		820		0
0	178	1,121		8160	Workers Comp. Insurance	1,314		1,314		0
0	77,141	246,531	2.40		Total Personal Services	282,410	2.50	282,410	2.50	0
0	0	260		8210	Office Supplies	260		260		
0	0	2,000		8220	Operating Supplies	2,000		2,000		
0	0	1,000		8240	Software & Maintenance	1,000		1,000		
0	1,432	1,500		8250	Small Tools & Minor Equip.	1,500		1,500		
0	50	1,000		8310	Advertising & Printing	1,000		1,000		
0	0	250		8320	Photocopying	250		250		
0	0	100		8330	Postage	100		100		
0	80	1,000		8340	Telephone	1,000		1,000		
0	0	0		8410	Dues, Memberships & Publications	0		0		
0	0	3,500		8420	Workshops and Conferences	3,500		3,500		
0	265	1,900		8430	Transportation	1,900		1,900		
0	0	50,000		8510	Professional Services	50,000		50,000		
0	47,729	10,000		8540	Contract Services	10,000		10,000		
0	1,889	700,000		8560	Special Projects	700,000		700,000		
0	0	0		8740	Bank Charges	0		0		
0	0	1,000		8790	Misc. Department Expenses	1,000		1,000		
0	0	10,000		8810	Rent Interdepartmental	10,000		10,000		
0	0	0		8820	Insurance Interdepartmental	0		0		
0	0	10,000		8830	Management Services Interdept.	14,600		14,600		
0	0	2,250		8840	Information Services Interdept.	5,000		5,000		
0	51,445	795,760			Total Materials and Services	803,110		803,110		0
0	0	500,000		8920	Buildings	500,000		500,000		
0	0	0		8948	Computers and Attachments	0		0		
0	0	500,000			Total Capital Outlay	500,000		500,000		0
0	0	1,757,709		9990	Contingency	1,414,480		1,414,480		
0	0	1,757,709			Total Contingency	1,414,480		1,414,480		0
0	128,586	3,300,000	2.40		Total Department Expenses	3,000,000	2.50	3,000,000	2.50	0
Revenues										
0	1,000,000	3,300,000		6000	Beginning Balance	3,000,000		3,000,000		
0	0	0		6110	Federal Awards	0		0		
1,000,000	0	0		6130	State Operating Grants	0		0		
0	2,456,372	0		6131	State Operating Grants - BH	0		0		
0	0	0		6170	Intergovernmental Local Govt.	0		0		
0	0	0		6800	Interest Income	0		0		
0	0	0		6990	Miscellaneous	0		0		
1,000,000	3,456,372	3,300,000			Total Revenues	3,000,000		3,000,000		0
Net Cost of Program										
(1,000,000)	(3,327,786)	0			Expenditures less Revenue	(0)		(0)		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT			DIVISION
PERS RESERVE FUND	ADMINISTRATIVE OFFICER			PERS RESERVE
Program Description:				
The PERS Reserve Fund was created in the 2023-2024 budget to address the biennial increases associated with employer rates for PERS.				
Program Goals or Objectives:				
To lessen the impact of employer rate increases for PERS.				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Reserves	0	0	\$800,000	\$1,625,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

615 PERS Reserve Fund	(Fund)
880 PERS Reserve	(Divn)
850 Administrative Officer	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25			
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	
								Approved	FTE	
Expenditures										
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	0
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00	0
0	0	0	0.00	8050	Department Head	0	0.00	0	0.00	0
0	0	0		8080	Temporary/Part-time	0		0		0
0	0	0		8090	Overtime	0		0		0
0	0	0	0.00		Total Salaries	0	0.00	0	0.00	0
0	0	0		8110	PERS-Retirement	0		0		0
0	0	0		8115	PERS - Assessment	0		0		0
0	0	0		8120	Social Security/Medicare	0		0		0
0	0	0		8140	Insurance	0		0		0
0	0	0		8150	Unemployment	0		0		0
0	0	0		8160	Workers Comp. Insurance	0		0		0
0	0	0	0.00		Total Personal Services	0	0.00	0	0.00	0
0	0	100		8210	Office Supplies	100		100		
0	0	0		8220	Operating Supplies	0		0		
0	0	100		8240	Software & Maintenance	100		100		
0	0	100		8250	Small Tools & Minor Equip.	100		100		
0	0	100		8310	Advertising & Printing	100		100		
0	0	100		8320	Photocopying	100		100		
0	0	0		8330	Postage	0		0		
0	0	0		8340	Telephone	0		0		
0	0	0		8410	Dues, Memberships & Publications	0		0		
0	0	0		8420	Workshops and Conferences	0		0		
0	0	0		8430	Transportation	0		0		
0	0	0		8510	Professional Services	0		0		
0	0	0		8540	Contract Services	0		0		
0	0	4,500		8560	Special Projects	4,500		4,500		
0	0	0		8740	Bank Charges	0		0		
0	0	0		8790	Misc. Department Expenses	0		0		
0	0	0		8810	Rent Interdepartmental	0		0		
0	0	0		8820	Insurance Interdepartmental	0		0		
0	0	0		8830	Management Services Interdept.	0		0		
0	0	0		8840	Information Services Interdept.	0		0		
0	0	5,000			Total Materials and Services	5,000		5,000		0
0	0	0		8920	Buildings	0		0		0
0	0	0		8948	Computers and Attachments	0		0		0
0	0	0			Total Capital Outlay	0		0		0
0	0	795,000		9990	Contingency	1,620,000		1,620,000		
0	0	795,000			Total Contingency	1,620,000		1,620,000		0
0	0	800,000	0.00		Total Department Expenses	1,625,000	0.00	1,625,000	0.00	0
Revenues										
0	0	0		6000	Beginning Balance	800,000		800,000		
0	0	800,000		6300	Charges for Services	825,000		825,000		
0	0	0		6800	Interest Income	0		0		
0	0	0		6990	Miscellaneous	0		0		
0	0	800,000			Total Revenues	1,625,000		1,625,000		0
Net Cost of Program										
0	0	0			Expenditures less Revenue	0		0		0

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

410 Debt Service	(Fund)
198 Debt Service	(Divn)
199 Non-Departmental	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
0	0	0		9520	Bond Principal Payment	0		0		0	
0	0	0		9530	Bond Interest	0		0		0	
0	0	0				0		0		0	
78,098	0	0			Transfer to Public Works Fund	0		0		0	
78,098	0	0			Total Transfer	0		0		0	
0	0	0		9990	Contingency	0		0		0	
0	0	0			Total Contingency	0		0		0	
0	0	0			Total Department Expenses	0		0		0	
Revenues											
75,563	0	0		6000	Beginning Fund Balance	0		0		0	
0	0	0		6010	Property Taxes	0		0		0	
2,129	0	0		6020	Property Taxes Previous Years	0		0		0	
406	0	0		6800	Interest Income	0		0		0	
0	0	0		7200	Bond Proceeds	0		0		0	
0	0	0		7910	Transfer from General Fund	0		0		0	
78,098	0	0			Total Revenues	0		0		0	
Net Cost of Program											
78,098	0	0			Expenditures less Revenue	0		0		0	

**Polk County
Adopted Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Revenues**

260 Fair	(Fund)
Revenues all departments	

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	Divn Num.	Acct. Num.	Description	FY 24-25 Requested	FY 24-25 Proposed	FY 24-25 Approved	Division
Revenues									
(23,502)	28,708	0	710	6000	Beginning Fund Balance	0	0		Annual Fair
53,167	53,167	80,000	710	6140	State Shared Revenues	80,000	100,000		Annual Fair
27,500	27,500	27,500	710	6170	Intergovernmental Local Govt.	27,500	27,500		Annual Fair
34,491	47,034	50,000	710	6300	Charges for Services	50,000	50,000		Annual Fair
5,300	8,475	12,000	710	6310	Charges for Services-Rentals	10,000	10,000		Annual Fair
8,819	18,463	20,000	710	6320	Charges for Services-Concessions	20,000	20,000		Annual Fair
81,926	32,145	45,000	710	6980	Donations	45,000	45,000		Annual Fair
558	691	1,000	710	6990	Miscellaneous	1,000	1,000		Annual Fair
140,275	178,875	100,000	720	6000	Beginning Fund Balance	25,000	25,000		Year Around
30,431	6,096	0	720	6110	Federal Awards	0	0		Year Around
37,500	266,248	150,000	720	6170	Intergovernmental Local Govt.	50,000	70,000		Year Around
0	0	0	720	6180	Non-Governmental Grants	0	0		Year Around
63,075	44,802	65,000	720	6300	Charges for Services	50,000	50,000		Year Around
169,060	170,992	170,000	720	6310	Charges for Services-Rentals	170,000	180,000		Year Around
992	2,193	2,000	720	6320	Charges for Services-Concessions	2,000	2,000		Year Around
8,300	1,176	8,000	720	6980	Donations	8,000	8,000		Year Around
3,310	3,815	2,500	720	6990	Miscellaneous	2,500	2,500		Year Around
240,000	125,000	200,000	720	7910	Transfer from General Fund	250,000	200,000		Year Around
300,000	0	100,000	720	7920	Transfer from another Fund	0	0		Year Around
1,181,202	1,015,380	1,033,000			Fund Total	791,000	791,000	-	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
260-Fair	Annual Fair	710		
Program Description:				
1. Provide a facility to present the annual fair. 2. Plan, organize and support the annual Polk County Fair. 3. Provide an opportunity for the community to showcase their businesses and talents for others to see and enjoy.				
Program Goals or Objectives:				
1. Increase attendance revenues 5% over the 22-23 revenues. 2. Increase restaurant revenue 5% over 22-23, offer more food varieties, strive to keep prices affordable and reasonable. 3. Increase exhibitors in the fair, promote special awards to be won and exhibit opportunities. 4. Keep the fair unique, family and local business oriented. 5. To give the people attending the fair value for their money in a safe and enjoyable setting. 6. Have a positive social and fiscal impact on our community. 7. Increase sponsorship in every area of the fair, from premium awards to the entertainment.				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Annual Fair Revenues (1)	\$166,502	\$187,475	\$212,487	\$235,500
Attendance	2,600	10,000	13,200	15,000
Admission Revenue	\$17,321	\$47,034	\$52,982	\$65,000
Restaurant Revenue	\$8,819	\$18,463	\$21,295	\$22,000
Booths (paid)	8	40	58	58
Number of Exhibitors	193	172	254	260
Number of Exhibits	1,692	1,702	2,168	2,500
Premium money distributed	\$2,058**	2,100**	\$3,028**	\$4,000**

PROGRAM.FRM(1/5/94) **(1)-Fair Revenues** were calculated on: booth rental, admission, restaurant revenues, ad/sponsorship sales and state funds for fair. **Premiums have been paid from donations from the Farm Bureau & 3 other sponsors

**Polk County
Proposed Budget
Fiscal Year 2024-25**

Beginning July 1, 2024

Expenditures

260 Fair	(Fund)
710 Annual Fair	(Divn)
710 Fair	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	Num.	Description	Requested	FTE	Proposed	FTE	Approved
				Expenditures					
3,000	6,520	10,000	0.25	8010 Clerical/Admin, Specialist	11,000	0.25	11,000	0.25	
5,200	7,794	26,000	0.50	8020 Laborer	20,000	0.50	20,000	0.50	
12,710	13,812	20,000	0.25	8040 Management/Supervisory	22,500	0.25	22,500	0.25	
29,763	37,790	20,000		8080 Temporary/Part-Time	40,000		40,000		
292	788	1,500		8090 Overtime	1,500		1,500		
50,965	66,704	77,500	1.00	Total Salaries	95,000	1.00	95,000	1.00	0 0.00
4,107	9,093	22,863		8110 PERS-Retirement	28,025		28,025		0
0	0	1,938		8115 PERS - Assessment	2,375		2,375		0
3,804	5,007	5,929		8120 Social Security/Medicare	7,268		7,268		0
6,129	9,601	20,500		8140 Insurance	20,500		20,500		0
251	245	388		8150 Unemployment	475		475		0
806	676	930		8160 Workers Comp. Insurance	1,140		1,140		0
66,062	91,326	130,046	1.00	Total Personal Services	154,783	1.00	154,783	1.00	0 0.00
101	65	100		8210 Office Supplies	100		100		
10,548	14,456	12,000		8220 Operating Supplies	12,000		12,000		
119	322	200		8225 Fuels & Lubricants	200		200		
1,364	2,029	2,500		8230 Food Services and Supplies	2,500		2,500		
0	450	0		8250 Small Tools & Minor Equipment	0		0		
5,729	9,922	8,500		8310 Advertising and Printing	9,000		9,000		
240	374	200		8320 Photocopying	200		200		
174	206	100		8330 Postage	100		100		
294	298	300		8340 Telephone	300		300		
6,327	8,357	6,000		8350 Utilities	6,000		6,000		
177	184	100		8410 Dues, Memberships & Publicatns	100		100		
0	0	100		8420 Workshops and Conferences	100		100		
9,424	13,003	8,500		8540 Contract Services	10,000		10,000		
34,814	39,473	75,000		8580 Special Projects	60,000		60,000		
3,991	5,056	3,000		8610 Repairs and Maintenance	5,000		5,000		
10,756	16,600	12,000		8730 Misc. Fees and Premiums	12,000		12,000		
1,700	1,800	2,000		8820 Insurance Interdepartmental	2,500		2,500		
7,111	6,294	6,807		8830 Management Services Interdept.	9,968		9,968		
620	750	775		8840 Information Services Interdept.	875		875		
93,489	119,639	138,182		Total Materials and Services	130,943		130,943		0
0	0	0		8942 Machinery	0		0		0
0	0	0		Total Capital Outlay	0		0		0
159,551	210,965	268,228	1.00	Total Department Expenses	285,726	1.00	285,726	1.00	0 0.00
				Revenues					
(23,502)	28,708	0		6000 Beginning Fund Balance	0		0		
53,167	53,167	80,000		6140 State Shared Revenues	80,000		100,000		
27,500	27,500	27,500		6170 Intergovernmental Local Govt.	27,500		27,500		
34,491	47,034	50,000		6300 Charges for Services	50,000		50,000		
5,300	8,475	12,000		6310 Charges for Services-Rentals	10,000		10,000		
8,819	18,463	20,000		6320 Charges for Services-Concessions	20,000		20,000		
81,926	32,146	45,000		6980 Donations	45,000		45,000		
558	691	1,000		6990 Miscellaneous	1,000		1,000		
188,259	216,184	235,500		Total Revenues	233,500		253,500		0
				Net Cost of Program					
28,708	5,219	32,728		Expenditures less Revenue	52,226		32,226		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
260-Fair	Year Round Activities		720	
Program Description:				
<p>1. Facilities provide an arena for a wide variety of revenue generating functions, private and public. (flea markets, auctions, RV rallies, gun shows, family reunions/parties, company picnics)</p> <p>2. Provide a meeting place and function site for 4-H, FFA, and extension groups.</p>				
Program Goals or Objectives:				
<p>1. Seek and establish additional revenue sources so as not to be an additional burden on Polk County (i.e. increase building usage, special events).</p> <p>2. Market the existing facility and overnight parking capabilities to achieve the greatest economical potential.</p> <p>3. Maintain and improve the facilities to ensure their continuance as an asset for the community.</p> <p>4. Administer fiscal responsibility in an effective and responsible manner.</p> <p>5. Fulfill the need for an emergency and community resource center.</p>				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Year Round Revenues *1	\$183,878	\$211,284	\$200,000	\$210,000
Events/Concessions *2	\$66,731	\$52,778	\$52,000	\$55,000
Subtotal self-generated funds	\$250,609	\$264,062	\$252,000	\$265,000
General Fund Support	\$400,000	\$200,000	\$200,000	\$200,000
Intergovernmental *3	\$75,000	\$293,748	\$65,000	\$65,000
Free uses: County Departments & youth	238	165	200	200
Paid uses	402	442	400	400
Total Uses	640	607	600	600

PROGRAM. FRM (1/5/94) *1 - Year Round revenues were calculated on the following: Building rent, overnight fees, storage and miscellaneous.*2 - Special Events and Concessions are growing revenue sources. Annual events held are Craft Sale in November; 80% of Gun Show proceeds 2 shows a year; concessions during other functions throughout the year. *3 - Includes grant pf \$277,777 from State

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

260 Fair	(Fund)
720 Year Round Operation	(Divn)
710 Fair	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
30,720	35,000	30,000	0.75	8010	Clerical/Admin. Specialist	33,000	0.75	33,000	0.75		
67,931	73,546	60,000	1.50	8020	Laborer	65,000	1.50	65,000	1.50		
1,466	0	0		8030	Professional Technical	0	0.00	0	0.00		
65,074	73,116	60,000	0.75	8040	Management/Supervisory	70,000	0.75	70,000	0.75		
8,532	13,310	10,000		8080	Temporary/Part-Time	10,000		10,000			
5,340	5,229	5,000		8090	Overtime	5,000		5,000			
179,063	200,201	165,000	3.00		Total Salaries	183,000	3.00	183,000	3.00	0	0.00
43,348	55,053	47,025		8110	PERS-Retirement	52,155		52,155		0	
0	0	4,125		8115	PERS - Assessment	4,575		4,575		0	
13,350	15,099	12,623		8120	Social Security/Medicare	14,000		14,000		0	
61,862	68,984	61,500		8140	Insurance	61,500		61,500		0	
903	995	825		8150	Unemployment	915		915		0	
3,249	3,435	3,299		8160	Workers Comp. Insurance	3,659		3,659		0	
301,775	343,767	294,396	3.00		Total Personal Services	319,803	3.00	319,803	3.00	0	0.00
882	1,249	500		8210	Office Supplies	500		500			
12,087	9,996	12,000		8220	Operating Supplies	12,000		12,000			
2,203	2,761	1,200		8225	Fuels & Lubricants	1,200		1,200			
750	519	800		8230	Food Services and Supplies	800		800			
4,863	3,228	1,200		8240	Software & Maintenance	1,200		1,200			
2,970	4,508	2,000		8250	Small Tools & Equipment	2,000		2,000			
3,785	3,315	3,000		8310	Advertising and Printing	3,000		3,000			
1,584	1,209	600		8320	Photocopying	600		600			
573	315	300		8330	Postage	300		300			
5,022	5,190	5,000		8340	Telephone	5,000		5,000			
38,259	40,269	40,000		8350	Utilities	40,000		40,000			
4,172	3,674	4,000		8410	Dues, Memberships & Publicatns	4,000		4,000			
605	945	3,000		8420	Workshops and Conferences	1,500		1,500			
0	0	0		8430	Transportation	0		0			
4,203	2,400	500		8510	Professional Services	500		500			
157,642	274,087	315,725		8580	Special Projects	38,437		28,437			
30,369	39,972	40,000		8610	Repairs and Maintenance	40,000		40,000			
0	0	200		8614	Vehicle Maint. - General Services	200		200			
7,962	3,577	100		8790	Misc. Departmental Expenses	100		100			
9,900	10,000	11,000		8820	Insurance Interdepartmental	12,000		12,000			
16,590	20,548	21,664		8830	Management Services Interdept.	23,637		23,637			
7,203	7,760	7,587		8840	Information Services Interdept.	8,497		8,497			
311,624	435,522	470,376			Total Materials and Services	195,471		185,471		0	
151,670	100	0		8920	Buildings	0		0		0	
48,999	0	0		8930	Improvements Other than Bldgs.	0		0		0	
0	0	0		8942	Machinery	0		0		0	
200,669	100	0			Total Capital Outlay	0		0		0	
814,068	779,389	764,772	3.00		Total Department Expense	515,274	3.00	505,274	3.00	0	0.00
Revenues											
140,275	178,875	100,000		6000	Beginning Fund Balance	25,000		25,000			
30,431	6,096	0		6110	Federal Awards	0		0			
37,500	266,248	150,000		6170	Intergovernmental Local Govt.	50,000		70,000			
0	0	0		6180	Non-Governmental Grants	0		0			
63,075	44,802	65,000		6300	Charges for Services	50,000		50,000			
169,060	170,992	170,000		6310	Charges for Services-Rentals	170,000		180,000			
992	2,193	2,000		6320	Charges for Services-Concessions	2,000		2,000			
8,300	1,175	8,000		6980	Donations	8,000		8,000			
3,310	3,815	2,500		6990	Miscellaneous	2,500		2,500			
240,000	125,000	200,000		7910	Transfer from General Fund	250,000		200,000			
300,000	0	100,000		7920	Transfer from another Fund	0		0			
992,943	799,196	797,500			Total Revenues	557,500		537,500		0	
Net Cost of Program											
178,875	19,807	(32,728)			Expenditures less Revenue	(42,226)		(32,226)		0	
973,619	990,354	1,033,000	4.00		Total Fund Requirements	801,000	4.00	791,000	4.00	0	0.00
#####	1,015,380	1,033,000			Total Fund Resources	791,000		791,000		0	
207,583	25,026	0	4.00		Net Fund Balance	10,000	4.00	(0)	4.00	0	0.00

**Polk County
Adopted Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Revenue**

235 Public Health	(Fund)
Revenue for all departments	

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	Divn Num.	Acct. Num.	Description	FY 24-25 Requested	FY 24-25 Proposed	FY 24-25 Approved	Division
Revenues									
(147,608)	(275,798)	0	520	6000	Beginning Fund Balance	0	0		Family Planning
0	17,382	0	520	6110	Federal Awards	0	0		Family Planning
37,580	31,283	50,000	520	6124	Medicaid Fee for Services	30,000	30,000		Family Planning
11,105	(12,580)	0	520	6130	State Operating Grants	0	0		Family Planning
1,217	1,339	2,500	520	6300	Charges for Services	3,000	3,000		Family Planning
120	0	0	520	6980	Donations	0	0		Family Planning
0	0	0	520	6990	Miscellaneous	0	0		Family Planning
0	25,000	75,000	520	7910	Transfer from General Fund	25,000	25,000		Family Planning
2,788,233	2,202,783	400,000	525	6000	Beginning Fund Balance	200,000	200,000		General Health
394,452	318,077	450,000	525	6110	Federal Awards	155,000	155,000		General Health
10,965	10,965	22,500	525	6122	OHP Capitation	25,000	25,000		General Health
21,137	13,198	87,500	525	6124	Medicaid Fee for Services	200,000	200,000		General Health
975,725	1,000,350	1,110,000	525	6130	State Operating Grants	1,315,000	1,315,000		General Health
0	469,763	705,000	525	6170	Intergovernmental Local Govt.	700,000	700,000		General Health
0	19,688	125,000	525	6180	Non-Governmental Grants	0	0		General Health
96,973	260,708	100,000	525	6300	Charges for Services	250,000	250,000		General Health
0	0	0	525	6980	Donations	0	0		General Health
6,050	0	0	525	6990	Miscellaneous	0	0		General Health
0	0	0	525	7910	Transfer from General Fund	0	0		General Health
(372,054)	(496,971)	0	528	6000	Beginning Fund Balance	0	0		W.I.C.
220,868	240,641	237,500	528	6110	Federal Awards	222,000	235,000		W.I.C.
2,699	1,316	0		6130	State Operating Grants	2,000	2,000		W.I.C.
0	50,000	125,000	528	7910	Transfer from General Fund	125,000	125,000		W.I.C.
4,047,462	3,877,144	3,490,000			Fund Total	3,252,000	3,265,000		

**POLK COUNTY
PROGRAM SUMMARY
2024-2025**

FUND	DEPARTMENT	DIVISION		
PUBLIC HEALTH	HEALTH SERVICES	FAMILY PLANNING		
Program Description:				
<p>To conduct discussions, education, exams and appropriate testing for the purpose of:</p> <p>1) Providing family planning assistance to clients to facilitate planning when to have children and decreasing the incidence of unplanned pregnancies.</p> <p>2) Providing information and referrals to appropriate services that promote healthy pregnancy outcomes for pregnant women.</p>				
Program Goals or Objectives:				
<p>1. Provide women's health exams and discuss appropriate contraception options, including abstinence.</p> <p>2. Provide education on nutrition, folic acid use and overall general health during pregnancy.</p>				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Unduplicated clients served	139	114	120	120
Total Client Visits	189	146	150	150

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

235 Public Health	(Fund)
520 Family Planning	(Divn)
510 Health Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
16,906	0	17,500	0.30	8010	Clerical/Admin. Specialist	6,000	0.10	6,000	0.10		
12,183	0	12,000	0.15	8030	Professional/Technical	4,000	0.05	4,000	0.05		
18,245	0	5,000	0.05	8040	Management/Supervisory	5,000	0.05	5,000	0.05		
19,810	18,553	26,000		8080	Temporary/Part-Time	26,000		26,000			
1,720	0	2,500		8090	Overtime	2,500		2,500			
68,864	18,553	63,000	0.50		Total Salaries	43,500	0.20	43,500	0.20	0	0.00
17,695	4,846	15,750		8110	PERS-Retirement	10,875		10,875		0	
0	0	1,575		8115	PERS - Assessment	1,088		1,088		0	
5,143	1,410	4,820		8120	Social Security/Medicare	3,328		3,328		0	
7,930	0	8,750		8140	Insurance	3,500		3,500		0	
364	90	317		8150	Unemployment	219		219		0	
995	328	1,575		8160	Workers Comp. Insurance	1,088		1,088		0	
100,991	25,227	95,787	0.50		Total Personal Services	63,597	0.20	63,597	0.20	0	0.00
0	0	0		8210	Office Supplies	0		0			
1,918	3,413	500		8220	Operating Supplies	500		500			
3,240	1,500	3,500		8240	Software & Maintenance	3,500		3,500			
0	0	1,000		8250	Small Tools & Minor Equipment	1,000		1,000			
0	570	0		8310	Advertising and Printing	0		0			
100	78	200		8320	Photocopying	200		200			
24	19	25		8330	Postage	25		25			
1,288	1,206	1,200		8340	Telephone	1,200		1,200			
100	100	0		8410	Dues, Memberships & Publicati	0		0			
0	0	0		8420	Workshops and Conferences	0		0			
11	0	0		8430	Transportation	0		0			
2,591	1,937	4,000		8510	Professional Services	4,000		4,000			
10,907	10,376	15,000		8520	Medical Care	15,000		15,000			
0	3,528	0		8540	Contract Services	0		0			
0	1,714	0		8580	Special Projects	0		0			
28,383	29,759	31,651		8810	Rent Interdepartmental	34,747		34,747			
800	900	1,000		8820	Insurance Interdepartmental	1,100		1,100			
8,968	7,893	5,535		8830	Management Services Interdep	5,334		5,334			
8,891	9,521	8,880		8840	Information Services Interdept	9,940		9,940			
10,000	10,000	11,120		8850	Human Serv. Admin. Interdept.	3,500		3,500			
77,221	82,514	83,611			Total Materials & Services	80,046		80,046		0	
178,212	107,741	179,398	0.50		Total Dept Expenses	143,643	0.20	143,643	0.20	0	0.00
Revenues											
(147,608)	(275,798)	0		6000	Beginning Fund Balance	0		0			
0	17,382	0		6110	Federal Awards	0		0			
37,580	31,283	50,000		6124	Medicaid Fee for Services	30,000		30,000			
11,105	(12,580)	0		6130	State Operating Grants	0		0			
1,217	1,339	2,500		6300	Charges for Services	3,000		3,000			
120	0	0		6980	Donations	0		0			
0	0	0		6990	Miscellaneous	0		0			
0	25,000	75,000		7910	Transfer from General Fund	25,000		25,000			
(97,586)	(213,374)	127,500			Total Revenues	58,000		58,000		0	
Net Cost of Program											
(275,798)	(321,115)	51,898			Expenditures less Revenue	85,643		85,643		0	

**POLK COUNTY
PROGRAM SUMMARY
2020-2021**

FUND	DEPARTMENT	DIVISION
PUBLIC HEALTH	HEALTH SERVICES	GENERAL HEALTH
Program Description:		
<p>General Health is the Division of Public Health that consists of the following population health and public health safety net functions.</p> <p><u>Home Visiting</u> (Cocoon, Babies First) is a proven strategy for strengthening families and improving the health status of women and children. Programs are voluntary and serve families with a variety of risk factors including children with complex medical conditions. .</p> <p><u>Immunization</u> programming Prevents the spread of vaccine preventable diseases by providing CDC recommended immunizations for infants, children and adults. Works with local schools to ensure students have required immunizations for school attendance. Maintains vaccination records in the statewide database that can be accessed by primary care providers. Influenza and pneumonia vaccinations are administered annually at various sites throughout the county.</p> <p><u>Communicable Disease</u> programming provides surveillance, disease response, reporting and treatment monitoring for a variety of infections and diseases that pose a threat to population health.</p> <p><u>Jail Health</u> Program provides medical care for inmates at the Polk County Jail. The clinic is run in shifts by an RN and 2 LPN's, with an on call physician. The services provided include an initial medical assessment for all incoming inmates, medication distribution, routine medical care, non-emergent visits and urgent/emergency evaluations and testing.</p> <p><u>Preparedness</u> for Public Health develops and improves local Public Health's ability to mitigate, plan, and respond to an emergency event that impacts or threatens the community's health and wellbeing. The program encompasses "all-hazards" to include natural disasters, biological, chemical, radiological, and accidental events.</p> <p><u>Vital Statistics</u> Provides local registration of birth and deaths. Issues with requests for certified copies, assist with paternity affidavits, assist with affidavits to correct birth and death certificates.</p>		
Program Goals or Objectives:		
<ol style="list-style-type: none"> 1. To educate and prevent the spread of vaccine preventable diseases in the general population. 2. Maintain the health of the Polk County Jail Inmate population and prevent the spread of disease. 3. Assure early detection, treatment, educations and prevention activities which reduce morbidity and mortality of communicable disease. 		

4. Decrease adverse childhood experiences for children with complex medical or developmental factors
5. Network and train with all Polk County and Regional Jurisdiction Emergency Management personnel to improve planning, response and communication in the event of a major natural or man-made emergency event.

Descriptive Statistics:

Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Immunization Fees	\$31,065	\$25,148	\$32,625	\$35,000
Individuals Seen	595	628	725	775
Avg Vaccine Cost	\$11	\$11	\$11	\$11
Avg Fee Collected Fee	\$52	\$40	\$45	\$45
Non Emergent Jail Medical Visits	10,384	9,744	9,500	9,500
Home Visiting Caseload	20	0	20	50
Vital Records Fees	\$78,550	\$80,125	\$90,000	\$75,000
Incidence of Communicable Disease	818	634	600	600

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

235 Public Health	(Fund)
525 General Health	(Divn)
510 Health Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
45,547	104,977	61,000	1.30	8010	Clerical/Admin. Specialist	77,000	1.50	77,000	1.50		
483,615	617,330	760,000	11.55	8030	Professional/Technical	620,000	10.10	620,000	10.10		
170,550	289,166	250,000	3.40	8040	Management/Supervisory	310,000	3.15	310,000	3.15		
39,380	6,167	12,000		8080	Temporary/Part-Time	12,000		12,000			
21,599	35,157	20,000		8090	Overtime	20,000		20,000			
760,691	1,052,797	1,103,000	16.25		Total Salaries	1,039,000	14.75	1,039,000	14.75	0	0.00
167,414	240,346	286,780		8110	PERS-Retirement	270,140		270,140		0	
0	0	27,575		8115	PERS - Assessment	25,975		25,975		0	
57,226	81,663	84,380		8120	Social Security/Medicare	79,484		79,484		0	
164,260	247,024	300,625		8140	Insurance	272,875		272,875		0	
3,880	5,339	5,515		8150	Unemployment	5,195		5,195		0	
9,761	11,418	27,576		8160	Workers Comp. Insurance	25,976		25,976		0	
1,163,232	1,638,587	1,835,451	16.25		Total Personal Services	1,718,645	14.75	1,718,645	14.75	0	0.00
2,334	1,430	2,500		8210	Office Supplies	2,500		2,500			
8,662	4,310	10,000		8220	Operating Supplies	5,000		5,000			
46	0	0		8225	Fuels & Lubricants	0		0			
10,525	15,675	8,250		8240	Software & Maintenance	10,000		10,000			
14,771	1,674	1,000		8250	Small Tools & Minor Equipment	5,000		5,000			
42,473	1,444	1,000		8310	Advertising and Printing	1,000		1,000			
3,147	2,231	1,500		8320	Photocopying	1,500		1,500			
1,025	998	1,500		8330	Postage	1,500		1,500			
17,730	11,585	15,000		8340	Telephone	15,000		15,000			
203	229	250		8350	Utilities	250		250			
5,192	7,330	1,500		8410	Dues, Memberships & Publicati	8,000		8,000			
882	12,923	10,000		8420	Workshops and Conferences	10,000		10,000			
597	2,745	7,500		8430	Transportation	3,000		3,000			
76,827	9,038	15,000		8510	Professional Services	10,000		10,000			
20,306	14,982	15,000		8520	Medical Care	15,000		15,000			
112,812	55,298	0		8540	Contract Services	165,000		165,000			
247,576	210,723	108,000		8550	Contracts - Other Public-Agenc	270,000		270,000			
79,129	34,807	240,000		8580	Special Projects	97,745		110,745			
5,160	9	0		8610	Repairs and Maintenance	0		0			
101,366	106,281	113,029		8810	Rent Interdepartmental	121,097		121,097			
1,800	2,000	2,500		8820	Insurance Interdepartmental	2,700		2,700			
62,071	75,355	90,132		8830	Management Services Interdep	81,129		81,129			
32,886	33,882	36,191		8840	Information Services Interdept	42,298		42,298			
80,000	250,000	130,000		8850	Health Serv. Admin. Interdept.	135,000		135,000			
927,520	854,949	809,852			Total Materials & Services	1,002,719		1,015,719		0	
0	0	0		8942	Machinery	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
0	0	213,679		9990	Fund Operating Contingency	0		0			
0	0	213,679			Total Contingency	0		0		0	
2,090,752	2,493,536	2,858,982	16.25		Total Dept Expenses	2,721,364	14.75	2,734,364	14.75	0	0.00
Revenues											
2,788,233	2,202,783	400,000		6000	Beginning Fund Balance	200,000		200,000			
394,452	318,077	450,000		6110	Federal Awards	155,000		155,000			
10,965	10,965	22,500		6122	OHP Capitation	25,000		25,000			
21,137	13,198	87,500		6124	Medicaid Fee for Services	200,000		200,000			
975,725	1,000,350	1,110,000		6130	State Operating Grants	1,315,000		1,315,000			
0	469,763	705,000		6170	Intergovernmental Local Govt.	700,000		700,000			
0	19,688	125,000		6180	Non-Governmental Grants	0		0			
96,973	260,708	100,000		6300	Charges for Services	250,000		250,000			
6,050	0	0		6990	Miscellaneous	0		0		0	
4,293,535	4,295,532	3,000,000			Total Revenues	2,845,000		2,845,000		0	
Net Cost of Program											
2,202,783	1,801,996	(141,018)			Expenditures less Revenue	(123,636)		(110,636)		0	

**POLK COUNTY
PROGRAM SUMMARY
2024-2025**

FUND	DEPARTMENT	DIVISION
PUBLIC HEALTH	HEALTH SERVICES	WIC

Program Description:

WIC is a Federally funded program through the Department of Agriculture. It helps provide families with nutrition education and counseling, nutritious supplemental foods, health screenings and referral services. To qualify for the program, families must be low income, women must be pregnant or breastfeeding, and the infant or child must have a nutritional need such as anemia or be underweight and under five years of age. Nutrition education classes are offered on topics such as: components of a healthy diet and how to prepare healthy foods for women, infants, and children. High-risk clients are referred to a contracted Registered Dietician for a nutritional evaluation.

Program Goals or Objectives:

1. Reduce the rate of low birth weight infants.
2. Increase the number of women who get early prenatal care.
3. Promote and encourage all women to breastfeed their infants for as long as possible.
4. Achieve and maintain a normal growth curve for all children in their age group.
5. Help families access other human service programs, such as immunizations, family planning, housing, SNAP, Oregon Health Plan, etc. through assessment and referral process.

Descriptive Statistics:

Indicator	Actual 21-22	Actual 22-23	Estimated* 23-24	Projected 23-24
Average Monthly Caseload	948	791	950	1,000
Low Birth weight Infants per 1000 live births:				
Polk County	18*	67.8*	65.8*	65*
Statewide	56*	70.8*	71.6*	70*
Adequate Prenatal Care:				
Polk County	96%*			
Statewide	94%			

- Information from State. State no longer able to provide information on Adequate Prenatal Care

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

235 Public Health	(Fund)
528 Women, Infant & Child (WIC)	(Divn)
510 Health Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
128,484	141,949	165,000	2.60	8010	Clerical/Admin. Specialis	150,000	2.60	150,000	2.60		
6,416	6,904	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
0	2,400	50,000	0.05	8040	Management/Supervisory	5,000	0.05	5,000	0.05		
0	0	0		8080	Temporary/Part-Time	0		0			
77	0	0		8090	Overtime	0		0			
134,977	151,253	215,000	2.65		Total Salaries	155,000	2.65	155,000	2.65	0	0.00
43,187	48,203	53,750		8110	PERS-Retirement	38,750		38,750		0	
0	0	5,375		8115	PERS - Assessment	3,875		3,875		0	
10,272	11,751	16,448		8120	Social Security/Medicare	11,858		11,858		0	
44,750	46,796	0		8140	Insurance	49,025		49,025		0	
693	775	1,075		8150	Unemployment	775		775		0	
360	385	1,290		8160	Workers Comp. Insurance	930		930		0	
234,239	259,163	292,938	2.65		Total Personal Services	260,213	2.65	260,213	2.65	0	0.00
556	1,522	750		8210	Office Supplies	750		750			
0	0	250		8220	Operating Supplies	250		250			
2,029	460	250		8250	Small Tools & Minor Equipment	250		250			
0	0	500		8310	Advertising/Printing	500		500			
581	846	1,250		8320	Photocopying	1,500		1,500			
6,453	2,768	2,500		8330	Postage	3,000		3,000			
4,630	4,789	2,000		8340	Telephone	3,000		3,000			
170	0	0		8420	Workshops and Conferences	0		0			
0	23	1,000		8430	Transportation	1,000		1,000			
0	516	0		8510	Professional Services	0		0			
21,753	14,286	15,000		8540	Contract Services	15,000		15,000			
0	0	0		8580	Special Projects	0		0			
0	0	0		8610	Repairs and Maintenance	0		0			
0	331	0		8620	Medical Care	0		0			
50,683	53,141	56,519		8810	Rent Interdepartmental	69,548		69,548			
900	1,000	1,200		8820	Insurance Interdepartmental	1,250		1,250			
11,315	10,421	11,070		8830	Management Services Interdep	12,934		12,934			
7,094	7,571	7,368		8840	Information Services Interdept	7,798		7,798			
10,000	10,000	10,000		8850	Health Serv. Admin. Interdept.	10,000		10,000			
116,164	107,674	109,657			Total Materials & Services	126,780		126,780		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
350,403	366,837	402,595	2.65		Total Dept Expenses	386,993	2.65	386,993	2.65	0	0.00
Revenues											
(372,054)	(496,971)	0		6000	Beginning Balance	0		0			
220,868	240,641	237,500		6110	Federal Awards	222,000		235,000			
4,618	1,316	0		6130	State Operating Grants	2,000		2,000			
0	50,000	125,000		7910	Transfer from General Fund	125,000		125,000			
(146,568)	(205,014)	362,500			Total Revenues	349,000		362,000		0	
Net Cost of Program											
(496,971)	(571,851)	40,095			Expenditures less Revenue	37,993		24,993		0	
2,619,367	2,968,114	402,596			Total Fund Requirements	3,252,000		3,265,000		1	
4,049,381	3,877,144	437,500			Total Fund Resources	3,252,000		3,265,000		0	
1,430,014	909,030	34,905	19.40		Net Fund Balance	(0)	17.60	(0)	17.60	(1)	0.00

**Polk County
Adopted Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Revenues**

**240 Behavioral Health (Fund)
Revenue for all departments**

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	Divn. Num.	Acct. Num.	Description	FY 24-25 Requested	FY 24-25 Proposed	FY 24-25 Approved	Division
Revenues									
7,775,897	10,293,677	12,000,000	530	6000	Beginning Fund Balance	16,000,000	16,000,000		Behv. Hlth. Support Svcs.
0	0	0	530	6110	Federal Awards	0	0		Behv. Hlth. Support Svcs.
90,459	30,376	0	530	6122	OHP Capitation	0	0		Behv. Hlth. Support Svcs.
62,859	12,698	0	530	6131	MH State Operating Grants	0	0		Behv. Hlth. Support Svcs.
0	0	0	530	6170	Intergovernmental Local	0	0		Behv. Hlth. Support Svcs.
42,367	0	0	530	6180	Non-governmental Grants	0	0		Behv. Hlth. Support Svcs.
2,075,000	2,111,707	2,840,000	530	6300	Charges for Services	2,650,000	2,650,000		Behv. Hlth. Support Svcs.
0	0	0	530	6310	Charges for Services-Rentals	0	0		Behv. Hlth. Support Svcs.
40,420	300,823	100,000	530	6800	Interest Income	450,000	450,000		Behv. Hlth. Support Svcs.
0	0	0	530	6990	Miscellaneous	0	0		Behv. Hlth. Support Svcs.
74,884	74,884	75,000	535	6110	Federal Awards	0	0		Addictions Program
709,323	759,361	850,000	535	6124	Medicaid Fee for Services	0	0		Addictions Program
0	923,632	0	535	6130	State Operating Grants	0	0		Addictions Program
779,775	1,181,376	1,412,000	535	6131	MH State Operating Grants	0	0		Addictions Program
85,438	36,935	70,000	535	6142	State Shared Rev-Excise Tax	0	0		Addictions Program
19,526	0	0	535	6170	Intergovernmental Local	0	0		Addictions Program
0	0	0	535	6180	Non-governmental Grants	0	0		Addictions Program
46,659	52,727	20,000	535	6300	Charges for Services	0	0		Addictions Program
0	121,045	0	535	6950	Settlements	0	0		Addictions Program
46	(40)	0	535	6990	Miscellaneous	0	0		Addictions Program
51,895	62,381	62,000	540	6110	Federal Awards	140,000	140,000		Outpatient M.H. Svcs.
4,368,952	6,692,777	5,100,000	540	6122	OHP Capitation	5,500,000	5,500,000		Outpatient M.H. Svcs.
5,146,722	5,408,811	6,000,000	540	6124	Medicaid Fee for Services	7,800,000	7,800,000		Outpatient M.H. Svcs.
1,709,849	64,167	70,000	540	6130	State Operating Grants	635,000	635,000		Outpatient M.H. Svcs.
2,808,216	3,843,975	3,590,000	540	6131	MH State Operating Grants	3,905,000	3,905,000		Outpatient M.H. Svcs.
0	0	0	540	6132	Rent Subsidies	0	0		Outpatient M.H. Svcs.
232,769	309,406	140,000	540	6170	Intergovernmental Local	485,000	485,000		Outpatient M.H. Svcs.
0	0	7,000	540	6180	Non-governmental Grants	0	0		Outpatient M.H. Svcs.
256,528	270,093	200,000	540	6300	Charges for Services	260,000	260,000		Outpatient M.H. Svcs.
200	145,539	50,000	540	6950	Settlements	150,000	150,000		Outpatient M.H. Svcs.
109,176	234	0	540	6990	Miscellaneous	200,000	200,000		Outpatient M.H. Svcs.
0	0	750,000	540	7100	Proceeds from Sale of Assets	0	0		Outpatient M.H. Svcs.
0	342,652	0	555	6110	Federal Awards	175,000	175,000		Dev. Disabilities
3,496,054	3,555,692	3,505,000	555	6131	MH State Operating Grants	4,325,000	4,325,000		Dev. Disabilities
261	212	0	555	6300	Charges for Services	0	0		Dev. Disabilities
35	45	0	555	6990	Miscellaneous	0	0		Dev. Disabilities
0	0	0	560	6132	State-Hillside Rent Subsidy	0	0		Sub-Grant Programs
0	0	0	560	6170	Intergovernmental Local	0	0		Sub-Grant Programs
29,983,310	36,595,185	36,841,000			Fund Total	42,675,000	42,675,000	0	

**POLK COUNTY
PROGRAM SUMMARY
2024-2025**

FUND	DEPARTMENT	DIVISION
BEHAVIORAL HEALTH	HEALTH SERVICES	BEHAVIORAL HEALTH SUPPORT SERVICES
Program Description:		
<p>Local Administration is the central management of a community mental health program across all program areas. It includes planning and resource development; coordination of services with state hospital and training center services; negotiation in conjunction with the Human Services Administration department of contracts and subcontracts, and documentation of service delivery in compliance with state and federal requirements. Client services are monitored through the department's utilization management and quality assurance process. Clinical supervision is provided to staff therapists and contracted therapists.</p> <p>Requests for services are managed by the Client Services Supervisor who consults with program supervisors and Business Services Eligibility. Access to Mental Health Services is coordinated through this team which includes; verifying payer source, scheduling initial assessments and monitoring referrals to appropriate treatment providers. Outpatient mental health and addiction services are offered to all eligible clients. Clients not receiving Oregon Health Plan (OHP) benefits may still obtain services through a fee-for-service arrangement or sliding fee schedule when applicable.</p>		
Program Goals or Objectives:		
<ol style="list-style-type: none"> 1. To provide 100% of the services delivered directly or through subcontract according to terms of the agreement as measured by site review. 2. Within available resources, provide information, technical assistance, and consultation to the Division and local service providers, families, and others as needed to plan and implement new programs. 3. To provide quality assurance to clients through timely response to all grievances and appeals as well as reported abuse allegations. 4. Develop and maintain staffing capacity to consistently meet 14 day contract requirement for clients to access services. 		

Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Number of client intakes (Mental Health and Addiction Services)	1,959	2,139	2,000	2,000
Decrease and maintain *span of control (1:8) Program Supervisor to employee ratio	1:10	1:12	1:10	1:9**
Number of months each year 95% of clients offered an assessment appointment within 14 days of first contact to PCMH *Requirement changed to 7 days in 21-22.	12	12	12	12

**Span of control does not include contracted prescribers or outpatient contracted providers. Span of Control with contracted individuals is 1:8

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

240 Behavioral Health	(Fund)
530 Behavioral Health Support Services	(Divn)
510 Health Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
690,462	817,420	979,607	21.00	8010	Clerical/Admin. Specialist	937,894	19.50	937,894	19.50		
45,377	9,383	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
161,762	12,438	462,417	5.00	8040	Management/Supervisory	241,125	3.00	241,125	3.00		
17,992	17,350	20,000		8080	Temporary/Part-time	20,000		20,000			
9,611	2,772	10,000		8090	Overtime	10,000		10,000			
925,204	859,363	1,472,024	26.00		Total Salaries	1,209,019	22.50	1,209,019	22.50	0	0.00
223,789	189,605	419,527		8110	PERS-Retirement	344,570		344,570		0	
0	0	36,801		8115	PERS - Assessment	30,225		30,225		0	
68,895	65,078	112,610		8120	Social Security/Medicare	92,490		92,490		0	
331,053	315,723	520,000		8140	Insurance	472,500		472,500		0	
4,634	4,171	7,353		8150	Unemployment	6,039		6,039		0	
1,108	967	4,416		8160	Workers Comp. Insurance	3,627		3,627		0	
1,554,683	1,434,907	2,572,730	26.00		Total Personal Services	2,158,471	22.50	2,158,471	22.50	0	0.00
1,219	3,298	2,000		8210	Office Supplies	2,000		2,000			
157	196	500		8220	Operating Supplies	500		500			
1,612	16,524	5,000		8240	Software & Maintenance	15,000		15,000			
70,331	15,655	5,000		8250	Small Tools & Minor Equipment	5,000		5,000			
558	998	2,000		8310	Advertising and Printing	2,000		2,000			
6,553	7,951	5,000		8320	Photocopying	5,000		5,000			
70	4	0		8330	Postage	0		0			
15,759	11,041	15,000		8340	Telephone	15,000		15,000			
1,352	1,527	1,000		8350	Utilities	1,000		1,000			
14,308	16,256	14,000		8410	Dues, Memberships & Publicatns	14,000		14,000			
194	0	5,000		8420	Workshops and Conferences	5,000		5,000			
1,119	825	5,000		8430	Transportation	5,000		5,000			
676	4,956	150,000		8510	Professional Services	20,000		20,000			
204	61,429	5,000		8580	Special Projects	5,000		5,000			
288	59	500		8610	Repairs and Maintenance	500		500			
0	0	1,500,000		8795	Inter Fund Loan	0		0			
44,522	46,176	37,270		8810	Rent Interdepartmental	57,493		57,493			
15,000	17,000	7,250		8820	Insurance Interdepartmental	8,000		8,000			
244,237	244,237	83,967		8830	Management Services Interdept.	333,762		333,762			
101,566	108,288	109,730		8840	Information Services Interdept	120,531		120,531			
56,000	0	0		8850	Human Serv. Admin. Interdept.	0		0			
575,725	556,420	1,953,217			Total Materials & Services	614,786		614,786		0	
7,660	107,144	4,500,000		8920	Buildings	6,000,000		6,000,000			
0	0	0		8930	Improvements Other than Bldg.	0		0		0	
0	0	0		8948	Computers and Attachments	0		0		0	
7,660	107,144	4,500,000			Total Capital Outlay	6,000,000		6,000,000		0	
0	0	5,629,140		9990	Contingency	6,975,449		6,775,449			
0	0	5,629,140			Total Contingency & Trans	6,975,449		6,775,449		0	
2,138,068	2,098,471	14,655,087	26.00		Total Department Expenses	15,748,706	22.50	15,548,706	22.50	0	0.00
Revenues											
7,775,897	10,293,677	12,000,000		6000	Beginning Fund Balance	16,000,000		16,000,000			
0	0	0		6110	Federal Grants	0		0			
90,459	30,376	0		6122	OHP Capitation	0		0			
62,859	12,698	0		6131	MH State Operating Grants	0		0			
42,308	0	0		6180	Non-governmental Grants	0		0			
2,075,000	2,111,707	2,840,000		6300	Charges for Services - Interdept.	2,650,000		2,650,000			
0	0	0		6310	Charges for Service-Rentals	0		0			
40,420	300,823	100,000		6800	Interest Income	450,000		450,000			
0	0	0		6990	Miscellaneous	0		0			
10,086,943	12,749,281	14,940,000			Total Revenues	19,100,000		19,100,000		0	
Net Cost of Program											
(7,948,875)	(10,650,810)	(284,913)			Expenditures less Revenue	(3,351,294)		(3,551,294)		0	

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

240 Behavioral Health	(Fund)
535 Addictions Program	(Divn)
510 Health Services	(Dept)

FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25		FY 24-25		FY 24-25	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
469,848	598,780	782,351	13.00	8030	Professional/Technical	0	0.00	0	0.00		
106,177	157,102	120,681	1.20	8040	Management/Supervisory	0	0.00	0	0.00		
0	0	0		8080	Temporary/Part-Time	0		0			
1,160	11,801	5,000		8090	Overtime	0		0			
577,185	767,683	908,032	14.20		Total Salaries	0	0.00	0	0.00	0	0.00
151,214	174,772	258,789		8110	PERS-Retirement	0		0		0	
0	0	22,701		8115	PERS - Assessment	0		0		0	
42,817	58,263	69,464		8120	Social Security/Medicare	0		0		0	
174,502	227,426	276,900		8140	Insurance	0		0		0	
2,887	3,849	4,536		8150	Unemployment	0		0		0	
1,504	1,700	2,724		8160	Workers Comp. Insurance	0		0		0	
950,109	1,233,693	1,543,146	14.20		Total Personal Services	0	0.00	0	0.00	0	0.00
755	809	1,000		8210	Office Supplies	0		0			
5,516	11,063	5,000		8220	Operating Supplies	0		0			
17,746	17,771	23,000		8240	Software & Maintenance	0		0			
683	6,092	5,000		8250	Small Tools & Minor Equipment	0		0			
106	167	500		8310	Advertising and Printing	0		0			
2,731	2,423	5,000		8320	Photocopying	0		0			
2,871	1,351	500		8330	Postage	0		0			
6,095	5,983	4,000		8340	Telephone	0		0			
338	8,309	300		8350	Utilities	0		0			
3,562	2,483	3,500		8420	Workshops and Conferences	0		0			
4,488	9,860	10,000		8430	Transportation	0		0			
1,130	9,322	300		8510	Professional Services	0		0			
0	347	0		8520	Medical Care	0		0			
5,473	41,742	0		8540	Contract Services	0		0			
18,270	26,716	10,000		8580	Special Projects	0		0			
25,055	30,061	0		8610	Repairs and Maintenance	0		0			
82,195	85,248	74,541		8810	Rent Interdepartmental	0		0			
8,000	10,000	14,500		8820	Insurance Interdepartmental	0		0			
47,067	42,127	83,967		8830	Management Services Interdept.	0		0			
16,652	17,727	19,233		8840	Information Services Interdept.	0		0			
112,000	100,000	176,729		8850	Health Serv. Admin. Interdept.	0		0			
200,000	125,000	426,247		8855	BH Admin. Interdepartmental	0		0			
560,733	554,601	863,317			Total Materials & Services	0		0		0	
0	0	0		8920	Buildings	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
0	0	0		9837	Transfer to Human Services	0		0		0	
0	0	0			Total Transfers	0		0		0	
1,510,842	1,788,294	2,406,463	14.20		Total Department Expenses	0	0.00	0	0.00	0	0.00
Revenues											
74,884	74,884	75,000		6110	Federal Grants	0		0			
709,323	759,361	850,000		6124	Medicaid Fee for Services	0		0			
0	923,632	0		6130	State Operating Grants	0		0			
779,775	1,181,376	1,412,000		6131	MH State Operating Grants	0		0			
85,438	36,935	70,000		6142	State Shared Revenues-Excise Tax	0		0			
19,526	0	0		6170	Intergovernmental Local Govt.	0		0			
0	0	0		6180	Non-governmental Grants	0		0			
46,659	52,727	20,000		6300	Charges for Services	0		0			
0	121,045	0		6750	Settlements	0		0			
46	(40)	0		6990	Miscellaneous	0		0			
0	0	0		7120	Loan Proceeds	0		0			
1,715,651	3,149,920	2,427,000			Total Revenues	0		0		0	
Net Cost of Program											
204,809	1,361,626	20,537			Expenditures less Revenue	0		0		0	

POLK COUNTY
PROGRAM SUMMARY
2024-2025

FUND	DEPARTMENT	DIVISION
BEHAVIORAL HEALTH	HEALTH SERVICES	BEHAVIORAL HEALTH
Program Description:		
<p>Behavioral Health encompasses the full array of programs and treatment options available to people with mental health and substance use concerns, spanning from traditional counseling to psychiatric hospitalization.</p> <p><u>Routine Outpatient Services</u> provides assessment, diagnosis and collaborative planning with individuals experiencing mental health and substance use issues.</p> <p><u>Crisis services</u> are offered on a 24-hour, 7-day per week basis and are available to all Polk County residents experiencing a mental health crisis. We offer office-based walk-in crisis intervention services in our Dallas location. Mobile Crisis Assessment Teams are available to respond to additional locations throughout the county.</p> <p><u>Specialty Outpatient Services</u> provide a broad array of services required by statute and specified in contract often with evidence based and/or fidelity programs. These include: Psychiatry and Medication Management, Older Adult Services, Intensive Supports for people with SPMI, Early Assessment and Support Alliance (EASA), Supported Housing, Supportive Employment (IPS), Active Community Treatment (ACT/FACT), and Children's Wraparound Services.</p> <p><u>Forensic Programming</u></p> <p>Programs that deal specifically with people interacting with the justice system due to their Behavioral Health conditions are served in one of the following programs: Aid and Assist, Civil Commitment, Psychiatric Security Review Board (PSRB), Jail Diversion, Jail Psychiatric Services.</p>		
Program Goals or Objectives:		
<ol style="list-style-type: none"> 1. Provide Sufficient Capacity to meet the needs of the Medicaid Population in Polk County as well as the PacificSource coordinated care region. 2. Develop programming in keeping with best practice as well as state and regional contract requirements. 3. Develop and monitor data solutions for required Outcome Metrics as well as resource stewardship through utilization management. 		

Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Pacific Source Marion/ Polk OHP enrollment*	116,544	128,218	140,075	149,587
Unique Individuals Served	3261	3653	3666	3800
New Client Assessments	1773	2229	1905	2000
Billable Service Levels	69,438	73,158	71,912	75,000

* Membership is based on January enrollment from each year.

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

240 Behavioral Health	(Fund)
540 Outpatient Mental Health Svcs.	(Divn)
510 Health Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
39,624	45,720	0	0.00	8010	Clerical/Admin. Specialist	127,000	2.50	127,000	2.50		
3,253,701	3,778,591	4,088,750	71.80	8030	Professional/Technical	5,760,000	83.50	5,760,000	83.50		
603,174	658,482	816,065	9.80	8040	Management/Supervisory	1,070,000	11.00	1,070,000	11.00		
0	16,507	10,000		8080	Temporary/Part-Time	20,000		20,000			
60,421	64,008	50,000		8090	Overtime	80,000		80,000			
3,956,920	4,563,308	4,964,815	81.60		Total Salaries	7,057,000	97.00	7,057,000	97.00	0	0.00
1,037,165	1,179,021	1,191,556		8110	PERS-Retirement	1,693,680		1,693,680		0	0
0	0	124,120		8115	PERS - Assessment	176,425		176,425		0	0
297,612	358,506	379,808		8120	Social Security/Medicare	539,861		539,861		0	0
1,015,425	1,146,624	1,346,400		8140	Insurance	1,600,500		1,600,500		0	0
19,766	22,954	24,799		8150	Unemployment	35,250		35,250		0	0
11,841	11,881	22,342		8160	Workers Comp. Insurance	31,757		31,757		0	0
6,338,729	7,282,294	8,053,840	81.60		Total Personal Services	11,134,472	97.00	11,134,472	97.00	0	0.00
6,193	7,283	10,000		8210	Office Supplies	10,000		10,000			
11,868	25,405	15,000		8220	Operating Supplies	15,000		15,000			
136	1,648	2,000		8225	Fuels & Lubricants	2,000		2,000			
142,010	137,539	125,000		8240	Software & Maintenance	200,000		200,000			
47,353	18,930	25,000		8250	Small Tools & Minor Equipment	25,000		25,000			
2,701	4,017	5,000		8310	Advertising and Printing	5,000		5,000			
12,015	11,213	25,000		8320	Photocopying	25,000		25,000			
4,344	4,419	5,000		8330	Postage	5,000		5,000			
68,638	72,889	60,000		8340	Telephone	75,000		75,000			
7,920	8,251	8,000		8350	Utilities	8,000		8,000			
300	0	200		8410	Dues, Memberships & Publicatns	200		200			
13,037	11,834	44,000		8420	Workshops and Conferences	50,000		50,000			
57,804	74,680	30,000		8430	Transportation	30,000		30,000			
4,752	1,102	25,000		8510	Professional Services	25,000		25,000			
1,229	520	0		8520	Medical Care	0		0			
1,644,514	1,820,570	1,500,000		8540	Contract Services	1,600,000		1,600,000			
168,955	40,444	0		8550	Contract Services-other agency	220,000		220,000			
295,604	1,159,263	300,000		8580	Special Projects	2,450,000		2,450,000			
85,465	56,534	0		8610	Repairs and Maintenance	0		0			
0	3,117	0		8620	Vehicle Set-up	0		0			
163,716	171,950	155,000		8660	Rentals	155,000		155,000			
455,496	472,421	521,784		8810	Rent Interdepartmental	685,000		685,000			
69,000	73,000	108,750		8820	Insurance Interdepartmental	129,000		129,000			
369,461	332,389	587,770		8830	Management Services Interdept.	502,095		502,095			
254,034	282,814	298,118		8840	Information Services Interdept	354,642		354,642			
1,245,000	700,000	1,487,524		8850	Health Serv. Admin. Interdept.	1,650,000		1,650,000			
1,875,000	1,875,000	2,415,400		8855	BH Admin. Interdepartmental	2,650,000		2,650,000			
7,006,545	7,367,232	7,753,546			Total Materials & Services	10,870,937		11,070,937		0	
0	93,137	0		8920	Buildings	0		0		0	0
0	81,812	0		8944	Vehicles	0		0		0	0
0	0	0		8948	Computers & Attachments	0		0		0	0
0	174,949	0			Total Capital Outlay	0		0		0	
13,345,274	14,824,475	15,807,386	81.60		Total Department Expenses	22,005,409	97.00	22,205,409	97.00	0	0.00
Revenues											
51,895	62,381	62,000		6110	Federal Grants	140,000		140,000			
4,368,952	6,692,777	5,100,000		6122	OHP Capitation	5,500,000		5,500,000			
5,146,722	5,408,811	6,000,000		6124	Medicaid Fee for Services	7,800,000		7,800,000			
1,709,849	64,167	70,000		6130	State Operating Grants	635,000		635,000			
2,808,216	3,843,975	3,590,000		6131	MH State Operating Grants	3,905,000		3,905,000			
0	0	0		6132	Rent Subsidies	0		0			
232,769	309,406	140,000		6170	Intergovernmental Local Govt	485,000		485,000			
0	0	7,000		6180	Non-governmental Grants	0		0			
256,528	270,093	200,000		6300	Charges for Services	260,000		260,000			
200	145,539	50,000		6950	Settlements	150,000		150,000			
109,176	234	0		6990	Miscellaneous	200,000		200,000			
0	0	750,000		7100	Proceeds from Sale of Assets	0		0			
14,684,307	16,797,383	15,969,000			Total Revenues	19,075,000		19,075,000		0	
(1,339,033)	(1,972,908)	(161,614)			Net Cost of Program					0	
					Expenditures less Revenue	2,930,409		3,130,409		0	

**POLK COUNTY
PROGRAM SUMMARY
2024-2025**

FUND	DEPARTMENT	DIVISION
BEHAVIORAL HEALTH	HEALTH SERVICES	DEVELOPMENTAL DISABILITIES

Program Description:

Polk County Community Developmental Disabilities Program is required to meet the basic management, programmatic, and health, safety, and human rights regulations in the management of the community service system for individuals with intellectual or developmental disabilities. The program is the fixed point of entry for individuals with intellectual and developmental disabilities that are in need of services provided through the state and Medicaid authorities. The program provides eligibility determinations for community members looking for services. When a person is found eligible for services, the program provides case management services, delivered using person-centered practices to assist individuals in accessing needed medical, employment, social, educational, and other services. The program is also the designated authority for protective services and abuse investigations for adults who qualify for services. The program in coordination with ODHS assists in licensing and certification of local Developmental Disability adult foster homes and children's foster homes. Contract services monitors sub-contracted services, negotiates with subcontractors and the Division and assures that services are provided in compliance with Division rules and the County contract.

Program Goals or Objectives:

1. Clients served will meet DD service eligibility requirements.
2. Developmental Disability services will comply with state regulations.
3. Subcontracted services will comply with state regulations and the County contract.

Descriptive Statistics:

Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Number of Clients	749	766	825	850
Billable Case management contacts.	10,678	12,585	13,000	13,500
Number of Individuals reviewed for eligibility	155	191	194	205
Number of Individuals found eligible for services	131	159	161	170

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

240 Behavioral Health	(Fund)
555 Developmental Disabilities	(Divn)
510 Health Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
89,400	102,712	143,519	3.00	8010	Clerical/Admin. Specialist	205,000	4.00	205,000	4.00		
1,090,403	1,365,786	1,515,758	25.00	8030	Professional/Technical	1,760,000	29.00	1,760,000	29.00		
222,440	289,432	304,924	3.50	8040	Management/Supervisory	400,000	4.00	400,000	4.00		
0	0	0		8050	Department Head	0		0			
0	0	0		8080	Temporary/Part-time	0		0			
14,474	13,497	10,000		8090	Overtime	15,000		15,000			
1,416,717	1,771,427	1,974,201	31.50		Total Salaries	2,380,000	37.00	2,380,000	37.00	0	0.00
365,083	453,017	493,550		8110	PERS-Retirement	595,000		595,000		0	0.00
0	0	49,355		8115	PERS - Assessment	59,500		59,500		0	0.00
105,155	135,065	151,026		8120	Social Security/Medicare	182,070		182,070		0	0.00
363,266	433,918	582,750		8140	Insurance	684,500		684,500		0	0.00
7,209	8,973	9,861		8150	Unemployment	11,888		11,888		0	0.00
3,587	4,204	5,923		8160	Workers Comp. Insurance	7,140		7,140		0	0.00
2,261,017	2,806,604	3,266,666	31.50		Total Personal Services	3,920,098	37.00	3,920,098	37.00	0	0.00
1,530	1,520	2,000		8210	Office Supplies	2,000		2,000			
2,953	1,499	2,000		8220	Operating Supplies	2,000		2,000			
14,923	15,902	15,000		8240	Software & Maintenance	15,000		15,000			
14,548	16,227	10,000		8250	Small Tools & Minor Equip.	10,000		10,000			
530	1,435	1,000		8310	Advertising and Printing	1,000		1,000			
3,353	5,907	3,000		8320	Photocopying	3,000		3,000			
2,337	2,436	2,000		8330	Postage	2,000		2,000			
23,416	24,873	25,000		8340	Telephone	28,000		28,000			
135	153	200		8350	Utilities	200		200			
1,428	692	10,000		8420	Workshops and Conferences	5,000		5,000			
4,580	13,485	20,000		8430	Transportation	20,000		20,000			
5,096	10,968	5,000		8510	Professional Services	5,000		5,000			
0	495	0		8520	Medical Care	0		0			
26,295	77,553	25,000		8580	Special Projects	200,000		200,000			
623	253	0		8610	Repairs and Maintenance	0		0			
102,743	106,561	74,540		8810	Rent Interdepartmental	85,000		85,000			
8,000	10,000	14,500		8820	Insurance Interdepartmental	18,000		18,000			
90,174	83,654	83,967		8830	Management Services Interdept.	128,135		128,135			
19,750	21,029	25,244		8840	Information Services Interdept	26,452		26,452			
112,000	280,000	386,946		8850	Health Serv. Admin. Interdept.	450,000		450,000			
434,414	674,642	705,397			Total Materials & Services	1,000,787		1,000,787		0	
0	0	0		8920	Buildings	0		0		0	0.00
0	0	0		8948	Computers and Attachments	0		0		0	0.00
0	0	0			Total Capital Outlay	0		0		0	
2,695,431	3,481,246	3,972,063	31.50		Total Department Expenses	4,920,885	37.00	4,920,885	37.00	0	0.00
Revenues											
0	342,652	0		6110	Federal Awards	175,000		175,000		0	0.00
3,496,054	3,555,692	3,505,000		6131	MH State Operating Grants	4,325,000		4,325,000		0	0.00
261	212	0		6300	Charges for Services	0		0		0	0.00
35	45	0		6990	Miscellaneous	0		0		0	0.00
3,496,350	3,898,601	3,505,000			Total Revenues	4,500,000		4,500,000		0	
Net Cost of Program											
800,919	417,355	(467,063)			Expenditures less Revenue	(420,885)		(420,885)		0	0.00

**Polk County
Adopted Budget
Fiscal Year 2023-24
Beginning July 1, 2023
Expenditures**

240 Behavioral Health	(Fund)
560 Sub-Grant Programs	(Divn)
510 Health Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
0	0	0		8240	Software & Maintenance	0		0		0	
0	0	0		8370	Settlements	0		0		0	
0	0	0		8510	Professional Services	0		0		0	
0	0	0		8540	Contract Services	0		0		0	
0	0	0		8550	Contract - Other Public Agencies	0		0		0	
0	0	0		8580	Special Projects	0		0		0	
0	0	0			Total Materials & Services	0		0		0	
Revenues											
0	0	0		6130	State Operating Grants	0		0		0	
0	0	0		6131	MH State Operating Grants	0		0		0	
0	0	0		6132	State - Hillside Rent Subsidy	0		0		0	
0	0	0		6170	Intergovernmental Local Govt.	0		0		0	
0	0	0			Total Revenues	0		0		0	
Net Cost of Program											
0	0	0			Expenditures less Revenue	0		0		0	
19,689,574	22,192,445	36,841,000	153.30		Total Fund Requirements	42,675,000	156.50	42,675,000	156.50	1	0.00
29,983,251	36,595,185	36,841,000			Total Fund Resources	42,675,000		42,675,000		0	
10,293,677	14,402,740	0	153.30		Net Fund Balance	(0)	156.50	(0)	156.50	1	0.00

**Polk County
Adopted Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Revenues**

232 Health Services	(Fund)
Revenues All Divisions	

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	Divn	Acct. Num.	Description	FY 24-25 Requested	FY 24-25 Proposed	FY 24-25 Approved	
2,225,327	2,144,937	250,000	510	6000	Beginning Fund Balance	200,000	200,000		Administration
0	0	0	510	6170	Intergovernmental Local Govt.	0	0		Administration
1,350,000	2,100,007	2,275,000	510	6300	Charges for Services	2,450,000	2,450,000		Administration
0	0	0	510	6310	Rentals	0	0		Administration
0	0	0	510	6980	Donations	0	0		Administration
393	368	0	510	6990	Miscellaneous	0	0		Administration
(995,176)	(1,350,409)	0	582	6000	Beginning Fund Balance	0	0		Family & C.O.
0	232,635	0	582	6110	Federal Awards	0	0		Family & C.O.
0	0	300,000	582	6124	Medicaid Fee for Services	100,000	100,000		Family & C.O.
636,035	370,255	495,000	582	6130	State Operating Grants	370,000	370,000		Family & C.O.
30,000	94,689	30,000	582	6131	MH-State Operating Grants	120,000	120,000		Family & C.O.
1,101,230	1,412,383	1,600,000	582	6170	Intergovernmental Local Govt.	1,400,000	1,400,000		Family & C.O.
245,706	1,341,847	1,975,000	582	6180	Non-Governmental Grant	2,075,000	2,075,000		Family & C.O.
275,000	17	150,000	582	6300	Charges for Services	50,000	50,000		Family & C.O.
19,075	8,280	25,000	582	6310	Rentals	120,000	120,000		Family & C.O.
310,675	149,033	25,000	582	6980	Donations	50,000	50,000		Family & C.O.
100,000	350,000	250,000	582	7910	Transfer from General Fund	100,000	100,000		Family & C.O.
0	0	1,500,000	582	7911	Inter--Fund Loan Proceeds	0	0		Family & C.O.
5,298,265	6,854,042	8,875,000			Total Revenues	7,035,000	7,035,000	0	

**POLK COUNTY
PROGRAM SUMMARY
2024-2025**

FUND	DEPARTMENT	DIVISION		
HEALTH SERVICES ADMIN	HEALTH SERVICES	HEALTH SERVICES Administration		
Program Description:				
<p>Provides a wide range of administrative services such as Accounts Payable and Billing services along with supplementary support functions for Health Services programs. These include facility, fleet and resource management in coordination with county departments. Credentialing, onboarding, licensing tracking, and required monitoring for exclusion of all staff related to program or professional requirements. Development, and staff training for Health Services applications. Department communications, policy and procedures, HIPAA compliance. Electronic Health Record systems, data and analytics for financial and operational reporting. Contract renewals and negotiation of personal service agreements, IGA's and various organizational subcontract arrangement.</p> <p>Provides the Board of Commissioners with information concerning Health Services activities and services within the departments and on Health Services issues in Polk County.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Provide the Health Services departments with consistent guidance and supervision, under unified leadership, served by a centralized fiscal and support services department. 2. Provide the Board of Commissioners with programmatic and fiscal information. 3. Provide supplementary support as it relates to Health Services programs for General Services, Personnel, Information Services, Contracts and other areas of identified need. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Percentages of Human Services Administration time charged:				
Behavioral Health	95%	95%	90%	95%
Public Health	5%	5%	10%	5%

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

232 Health Services	(Fund)
510 Health Services Administration	(Divn)
510 Health Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
296,007	352,379	630,000	8.75	8010	Clerical/Admin. Specialist	610,000	9.60	610,000	9.60		
33,805	124,337	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
269,933	555,739	450,000	6.00	8040	Management/Supervisory	475,000	5.00	475,000	5.00		
148,100	160,800	160,000	1.00	8050	Department Head	175,000	1.00	175,000	1.00		
0	0	0		8080	Temporary/Part-Time	0		0			
15,649	14,017	10,000		8090	Overtime	15,000		15,000			
763,494	1,207,272	1,250,000	15.75		Total Salaries	1,275,000	15.60	1,275,000	15.60	0	0.00
190,894	316,841	312,500		8110	PERS-Retirement	357,000		357,000		0	
0	0	31,250		8115	PERS - Assessment	31,875		31,875		0	
57,040	91,845	95,625		8120	Social Security/Medicare	97,538		97,538		0	
198,533	263,912	291,375		8140	Insurance	288,600		288,600		0	
3,827	6,065	6,250		8150	Unemployment	6,375		6,375		0	
1,154	1,688	2,501		8160	Workers Comp. Insurance	2,551		2,551		0	
1,214,942	1,887,623	1,989,500	15.75		Total Personal Services	2,058,939	15.60	2,058,939	15.60	0	0.00
837	2,459	1,000		8210	Office Supplies	1,000		1,000			
367	616	1,000		8220	Operating Supplies	1,000		1,000			
2,323	8,113	2,500		8240	Software & Maintenance	2,500		2,500			
3,542	3,367	10,000		8250	Small Tools & Minor Equipment	5,000		5,000			
0	260	0		8310	Advertising and Printing	0		0			
1,253	1,877	2,000		8320	Photocopying	2,000		2,000			
171	111	250		8330	Postage	250		250			
5,714	7,715	6,000		8340	Telephone	8,500		8,500			
0	0	0		8410	Dues, Memberships & Publicatns.	0		0			
0	4,651	2,500		8420	Workshops and Conferences	2,500		2,500			
1,463	2,488	250		8430	Transportation	2,500		2,500			
0	0	0		8510	Professional Services	0		0			
0	0	0		8520	Medical Care	0		0			
0	0	0		8540	Contract Services	0		0			
1,204	18,014	264,902		8580	Special Projects	300,000		361,750			
0	0	0		8610	Repairs and Maintenance	0		0			
99,339	104,155	110,778		8810	Rent Interdepartmental	121,615		121,615			
2,500	3,000	3,500		8820	Insurance interdepartmental	4,000		4,000			
61,245	59,599	58,219		8830	Management Services Interdept.	68,036		68,036			
35,883	38,269	43,687		8840	Information Services Interdept.	48,061		48,061			
215,841	254,694	506,586			Total Materials and Services	566,962		628,712		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
1,430,783	2,142,317	2,496,086	15.75		Total Department Expenses	2,625,901	15.60	2,687,651	15.60	0	0.00
Revenues											
2,225,327	2,144,937	250,000		6000	Beginning Balance	200,000		200,000			
0	0	0		6110	Federal Awards	0		0			
0	0	0		6170	Intergovernmental Local Govt.	0		0			
1,350,000	2,100,007	2,275,000		6300	Charges for Services	2,450,000		2,450,000			
0	0	0		6310	Charges for Services - Rentals	0		0			
0	0	0		6980	Donations	0		0			
393	368	0		6990	Miscellaneous	0		0			
3,575,720	4,245,312	2,525,000			Total Revenues	2,650,000		2,650,000		0	
Net Cost of Program											
2,144,937	2,102,995	(28,914)			Expenditures less Revenue	(24,099)		37,651		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
<i>HEALTH SERVICES ADMIN</i>	<i>FAMILY AND COMMUNITY OUTREACH</i>	<i>FAMILY AND COMMUNITY OUTREACH DRUG AND ALCOHOL PREVENTION</i>

Program Description:

The Polk County Drug and Alcohol Prevention Program is a catalyst for the reduction of use and abuse of intoxicating substances, with special emphasis on the issue of underage alcohol use. The Prevention Program does this by:

1. Assessing the risk and protective factors related to the consumption of alcohol and drugs in the community in order to develop a comprehensive plan.
2. Developing and encouraging policy creation that supports the comprehensive plan and prevention efforts, including evidence-based practices.
3. Receiving funds through the State (AD-70) and Problem Gambling Prevention dollars and allocating these funds in accordance with the comprehensive plan and contractual requirements.

Program Goals or Objectives:

1. Work to prevent underage consumption of alcohol and other drugs through education and positive youth development.
2. Learn about patterns of alcohol and drug use, involvement in engaging activities and technology use among youth through local data collection efforts.
3. Mobilize and promote the community's involvement in the prevention of intoxicating substance use.
4. Support and empower parents, understanding their primary role in prevention.

Descriptive Statistics:

Indicator	Actual 21-22	Actual 22-23	Estimated* 23-24	Projected* 24-25
Individuals interacted with at community meetings and outreach events	1750	1750	2000	2000
Youth engaged in focused prevention programming and activities	1900	3000	3100	3200
Parents and families involved in programs, classes and prevention activities	30	40	100	120
Policies worked on that reflect positive community norms around alcohol and drug use	1	1	1	1
Individuals trained in evidence-based suicide prevention training	2000	2000	2250	2500

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
<i>HEALTH SERVICES ADMIN</i>	<i>FAMILY AND COMMUNITY OUTREACH</i>	<i>FAMILY AND COMMUNITY OUTREACH</i>

Program Description:

The overall goal of the Polk County Family & Community Outreach Department (FCO) is that "All People are Empowered and Healthy". To achieve this goal, FCO works closely with communities across the county to learn their needs and find solutions to best meet those needs. The strength of our department is rooted in relationships with other agencies, schools, faith entities and the clients we serve.

Program Goals or Objectives:

Currently, the Family & Community Outreach Department oversees the following programs:

- Co-location Community Resource Center
- Falls City Direct Connect (no longer operational)
- Polk County Service Integration (See SI Program Summary)
- Early Learning & Family Engagement Programs (See ELFE Program Summary)
- Drug, Alcohol and Problem Gambling Prevention (See Prevention Program Summary)
- School Based Mental Health Program (See SBMH Program Summary)
- Veterans Service Office (See VSO Program Summary)

Descriptive Statistics:				
# Served by each program	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Individuals Served in the Polk County Resource Center	3000	3500	3800	4000
Individuals served by the Falls City Direct Connect Bus	NA	NA	NA	NA
Individuals served by the Housing Navigator Program	80	100	100	100

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
<i>HEALTH SERVICES ADMIN</i>	<i>FAMILY AND COMMUNITY OUTREACH</i>	<i>SERVICE INTEGRATION</i>

Program Description:

The purpose of the Service Integration program is to facilitate collaboration among community partners to provide coordinated resources and information for individuals and families. We are agency and community partners expediting solutions by matching resources to clearly defined needs, while avoiding duplication of service.

Service Integration, under the Family and Community Outreach Department, has organized and facilitates six SI Teams (one in each school district in the County). Each Team operates independently; addresses local needs; identifies needs within the team's service area and connects local resources to meet those needs; builds relationships between community members and providers; networks and shares resources; and provides funds to address requests for one-time urgent assistance, as well as local projects and events.

Teams are comprised of county, city and state agencies; school districts; higher education; local for-profit and non-profit businesses; faith-based organizations; tribal agencies and leadership; health clinics and CCO representatives; community members and more. Team funding is granted/donated by the school districts (Central, Dallas, Falls City, Perrydale, Willamina and Salem-Keizer), West Valley Hospital, Yamhill County Health and Human Services, Yamhill Community Care Organization, and Polk County.

Program Goals or Objectives:

1. Work collaboratively with community partners and groups to empower and support all children, families and individuals in Polk County.
2. Coordinate social service efforts to leverage available funding streams and maximize resources for Polk County families and individuals.
3. Engage community partnerships and facilitate collaboration to support community events and targeted populations.
4. Facilitate conversation and collaboration among providers to avoid duplication of services.

Descriptive Statistics:

Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Number of Partner Integration activities/connections	1,750	1,800	1,900	2,000
Number of Community Mobilization Outreach opportunities SI partners participated in	8	10	14	15
Number of individuals served (coordinated - multiple agencies involved)	10,823	20,230	20,000	22,000
Amount of leveraged funds	\$230,888	\$415,724	\$300,000	\$500,000
Number of families/households receiving service	7,187	7,207	7,200	8,000

Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Number of Partners trained at the Academy Training Resource Expo	203	114	200	200

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
<i>HEALTH SERVICES ADMIN</i>	<i>FAMILY AND COMMUNITY OUTREACH</i>	<i>FAMILY AND COMMUNITY OUTREACH, SCHOOL BASED MENTAL HEALTH</i>

Program Description:

The School Based Mental Health Program serves 13 schools in four school districts across Polk County. Through partnerships with these school districts, 13 Mental Health team members are stationed in schools to assist in meeting the needs of students at all grade levels, and 3 team members are assigned to a whole district for additional support. SBMH staff work with school administration, and other school personnel, to develop interventions that are personalized to each district and school. These interventions often include suicide risk assessments, social-emotional skill building groups, grief and crisis support, development of Trauma Informed practices, and various individual student supports that support a youth's wellbeing both at school and at home. Staff also work one-on-one with the student and family to connect them to needed community resources and services to address any barriers that may be hindering the youth's ability to regularly participate in school (housing, parental employment, food insecurity, clothing, and other basic needs).

In the past year we ended the contract with Perrydale School District and are continuing to fine tune the roles in our newer and more concentrated districts we added last year, Kings Valley and Falls City.

Program Goals or Objectives:

1. Increased access to community resources for students and families in the districts we serve.
2. Provide individual and group activities to aid in successful connection for school attendance and participation, as well as youth self-identified wellness.
3. Support schools in building and developing their building-wide Social Emotional skill programs that support youth in being successful in all areas.

Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Service hours with youth	6,442	9,675	9,600	10,000
# of crisis assessment interventions facilitated, including suicide risk assessments, in the school setting.	536	392	375	400
# of school-wide and community presentations facilitated	356	382	250	300
# of youth seen for individual supports	1,232	1,368	1,280	1,300

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

232 Health Services	(Fund)
582 Family & Community Outreach	(Divn)
510 Health Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
86,387	59,940	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
868,222	1,112,477	1,450,000	27.00	8030	Professional/Technical	1,300,000	24.00	1,250,000	23.00		
279,848	302,490	325,000	3.60	8040	Management/Supervisory	432,982	4.70	432,982	4.70		
30,761	48,374	25,000		8080	Temporary/Part-time	25,000		25,000			
7,389	33,687	20,000		8090	Overtime	20,000		20,000			
1,272,607	1,556,968	1,820,000	30.60		Total Salaries	1,777,982	28.70	1,727,982	27.70	0	0.00
321,506	362,513	445,900		8110	PERS-Retirement	435,606		423,356		0	
		45,500		8115	PERS - Assessment	44,450		43,200		0	
96,559	120,456	139,230		8120	Social Security/Medicare	136,016		132,191		0	
336,765	384,781	474,300		8140	Insurance	444,850		429,350		0	
6,496	7,938	9,100		8150	Unemployment	8,890		8,640		0	
3,367	4,799	5,460		8160	Workers Comp. Insurance	5,334		5,180		0	
2,037,300	2,437,455	2,939,490	30.60		Total Personal Services	2,853,127	28.70	2,769,900	27.70	0	0.00
3,268	4,502	4,000		8210	Office Supplies	4,000		4,000			
1,273	1,884	1,500		8220	Operating Supplies	2,000		2,000			
1,730	3,970	4,000		8225	Fuels & Lubricants	2,000		2,000			
836	0	1,600		8240	Software & Maintenance	5,000		5,000			
23,229	10,709	10,000		8250	Small Tools & Minor Equipment	5,000		5,000			
16,131	17,781	10,000		8310	Advertising and Printing	10,000		10,000			
9,257	12,677	10,000		8320	Photocopying	11,000		11,000			
3,074	3,417	1,500		8330	Postage	1,500		1,500			
22,458	28,313	22,000		8340	Telephone	30,000		30,000			
7,347	8,849	7,500		8410	Dues, Memberships & Publicatns.	7,500		7,500			
5,517	8,606	6,500		8420	Workshops and Conferences	10,000		10,000			
4,701	10,873	7,000		8430	Transportation	10,000		10,000			
32,354	20,310	0		8510	Professional Services	0		0			
190,204	210,843	150,000		8540	Contract Services	0		0			
0	0	0		8565	Client Services	785,000		785,000			
569,072	1,413,122	1,500,000		8580	Special Projects	266,692		288,167			
18	0	0		8610	Repairs & Manintenance	0		0			
890	4,064	0		8614	Vehicle & Equip. Maintenance	0		0			
160	208	0		8740	Bank Charges	0		0			
20,273	21,256	25,000		8810	Rent Interdepartmental	177,500		177,500			
1,500	2,500	2,500		8820	Insurance Interdepartmental	3,500		3,500			
91,186	115,496	133,502		8830	Management Services Interdept.	177,352		177,352			
31,448	35,308	42,822		8840	Information Services Interdept.	47,930		47,930			
1,035,926	1,934,688	1,939,424			Total Materials and Services	1,555,974		1,577,449		0	
0	0	1,500,000		8920	Buildings	0		0			
0	0	0			Machinery	0		0		0	
0	0	1,500,000			Total Capital Outlay	0		0		0	
3,073,226	4,372,143	6,378,914	30.60		Total Department Expenses	4,409,101	28.70	4,347,349	27.70	0	0.00
Revenues											
(995,176)	(1,350,406)	0		6000	Beginning Balance	0		0			
0	232,635	0		6110	Federal Grants	0		0			
0	0	300,000		6124	Medicaid Fee for Services	100,000		100,000			
636,035	370,255	495,000		6130	State Operating Grants-Cont	370,000		370,000			
30,000	94,689	30,000		6131	M.H. State Operating Grants	120,000		120,000			
1,101,230	1,412,383	1,600,000		6170	Intergovernmental Local Govt.	1,400,000		1,400,000			
245,706	1,341,847	1,975,000		6180	Non Govt. Grant	2,075,000		2,075,000			
275,000	14	150,000		6300	Charges for Services	50,000		50,000			
19,255	8,280	25,000		6310	Rentals	120,000		120,000			
310,770	149,033	25,000		6980	Donations	50,000		50,000			
100,000	350,000	250,000		7910	Transfer from General Fund	100,000		100,000			
0	0	1,500,000		7911	Inter Fund Loan Proceeds	0		0			
1,722,820	2,608,730	6,350,000			Total Revenues	4,385,000		4,385,000		0	
Net Cost of Program											
(1,350,406)	(1,763,413)	28,914			Expenditures less Revenue	24,101		(37,651)		0	
4,504,009	6,514,460	8,875,000	46.35		Total Fund Requirements	7,035,000	44.30	7,035,000	43.30	0	0.00
5,298,540	6,854,042	8,875,000			Total Fund Resources	7,035,000		7,035,000		0	
794,531	339,582	(0)	46.35		Net Fund Balance	(0)	44.30	(0)	43.30	0	0.00

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
VETERANS SERVICES	VETERANS SERVICES		VETERANS SERVICES	
Program Description:				
A new fund created in the 2016-17 fiscal year to address veterans needs within Polk County				
Program Goals or Objectives:				
<p>Provide programs and services to qualified veterans throughout the County.</p> <p>Assist and navigate the federal paperwork to establish benefits and services for veterans.</p> <p>Assist in attaining additional services and financial resources.</p> <p>Operate Gale's Lodge</p> <p>Facilitate community meetings and events for veterans in Polk County.</p>				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Total Veterans served	478	480	500	500
Monies/Services acquired	\$1,417,636	\$1,533,237	\$1,700,000	\$1,850,000
Total Claims Filed	505	660	580	550
Gale's Lodge Participants	10	11	10	10

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

254 Veterans Services Fund	(Fund)
586 Veterans Services	(Divn)
586 Veterans Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved	FTE
Expenditures											
0	13158	0	0	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
51,550	66,455	80,000	1.50	8030	Professional - Technical	110,000	2.00	110,000	2.00		
62,392	70,176	70,000	1.00	8040	Management/Supervisory	74,000	1.00	74,000	1.00		
0	0	0	0.00	8050	Department Head	0	0.00	0	0.00		
28,063	(1,426)	500		8080	Temporary/Part-Time	500		500			
25	1,560	1,000		8090	Overtime	1,000		1,000			
142,030	149,923	151,500	2.50		Total Salaries	185,500	3.00	185,500	3.00	0	0.00
31,536	41,234	43,178		8110	PERS-Retirement	52,868		52,868		0	
0	0	3,788		8115	PERS - Assessment	4,638		4,638		0	
11,028	12,251	11,590		8120	Social Security/Medicare	14,191		14,191		0	
21,819	25,385	33,750		8140	Insurance	40,500		40,500		0	
727	784	909		8150	Unemployment	1,113		1,113		0	
189	194	153		8160	Workers Comp. Insurance	187		187		0	
207,329	229,771	244,867	2.50		Total Personal Services	298,996	3.00	298,996	3.00	0	0.00
0	0	250		8210	Office Supplies	100		100			
0	0	0		8220	Operating Supplies	0		0			
134	0	0		8240	Software and Maintenance	0		0			
95	979	1,000		8250	Small Tools & Minor Equipment	1,000		1,000			
0	111	500		8310	Advertising and Printing	200		200			
529	961	500		8320	Photocopying	750		750			
440	488	500		8330	Postage	500		500			
2,974	3,137	2,500		8340	Telephone	3,000		3,000			
0	0	2,500		8350	Utilities	0		0			
2,769	2,766	1,500		8410	Dues, Memberships & Publicatn:	2,500		2,500			
0	300	500		8420	Workshops and Conferences	1,500		1,500			
109	465	500		8430	Transportation	500		500			
0	0	0		8510	Professional Services	0		0			
940	0	0		8540	Contract Services	0		0			
12,657	54,465	51,593		8580	Special Projects	20,047		20,047			
0	0	0		8610	Repairs & Maintenance	0		0			
0	0	0		8660	Rentals	0		0			
3	19	0		8740	Bank Charges	0		0			
0	0	5,000		8810	Rent Interdepartmental	7,500		7,500			
350	400	500		8820	Insurance Interdepartmental	600		600			
8,456	8,655	9,375		8830	Management Services Interdept.	11,598		11,598			
8,132	8,658	8,415		8840	Information Services Interdept.	11,209		11,209			
37,588	81,404	85,133			Total Materials and Services	61,004		61,004		0	
0	0	0		9990	Contingency	0		0		0	
0	0	0			Total Contingency	0		0		0	
244,917	311,175	330,000	2.50		Total Department Expenses	360,000	3.00	360,000	3.00	0	0.00
Revenues											
2,798	38,668	5,000		6000	Beginning Balance	25,000		25,000			
0	0	0		6110	Federal Grants	0		0			
119,697	123,699	125,000		6130	State Operating Grants	125,000		125,000			
0	0	0		6170	Intergovernmental Local Govt.	0		0			
50,000	50,000	100,000		6180	Non-governmental Grants	110,000		110,000			
0	0	0		6800	Interest Income	0		0			
1,090	11,406	10,000		6980	Donations	10,000		10,000			
0	0	0		6990	Miscellaneous	0		0			
110,000	120,000	90,000		7910	Transfer from the General Fund	90,000		90,000			
283,585	343,773	330,000			Total Revenues	360,000		360,000		0	
244,917	311,175	330,000	2.50		Total Fund Requirements	360,000	3.00	360,000	3.00	0	0.00
283,585	343,773	330,000			Total Fund Resources	360,000		360,000		0	
38,668	32,598	(0)	2.50		Net Fund Balance	0	3.00	0	3.00	0	0.00

**Polk County
Adopted Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Revenues**

**610 Management Services (Fund)
Revenues for all departments**

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	Divn. Num.	Acct. Num.	Description	FY 24-25 Requested	FY 24-25 Proposed	FY 24-25 Approved	Division
Revenues									
1,031,191	723,815	665,000	199	6000	Beginning Fund Balance	600,000	600,000		Non-Departmental
1,938,392	2,217,868	2,440,000	199	6300	Charges for Services	2,750,000	2,700,000		Non-Departmental
371,380	403,610	385,000	810	6300	Charges for Services	420,000	420,000		Central Services
706	131	1,000	810	6990	Miscellaneous	1,000	1,000		Central Services
0	0	1,500	810	7100	Proceeds from Sale of Assets	1,500	1,500		Central Services
68,100	81,000	70,000	815	6300	Charges for Services	80,000	80,000		Academy Bldg Maint.
985,000	1,024,998	1,080,000	815	6310	Charges for Services-Rentals	1,170,000	1,170,000		Academy Bldg Maint.
1,260	0	0	815	6990	Miscellaneous	0	0		Academy Bldg Maint.
0	0	0	820	6110	Federal Awards	0	0		Courthouse Bldg Maint.
32,400	40,561	30,000	820	6300	Charges for Services	40,000	40,000		Courthouse Bldg Maint.
883,250	931,110	930,000	820	6310	Charges for Services-Rentals	1,030,000	1,030,000		Courthouse Bldg Maint.
973	0	0	820	6750	Settlements	0	0		Courthouse Bldg Maint.
5	0	0	820	6990	Miscellaneous	0	0		Courthouse Bldg Maint.
0	0	0		6110	Federal Awards	0	0		Information Services
0	0	0		6130	State Operating Grants	0	0		Information Services
1,244,021	1,435,726	1,500,000	825	6300	Charges for Services	1,650,000	1,650,000		Information Services
0	1,050	0	850	6300	Charges for Services	0	0		Finance
570	991	0	850	6990	Miscellaneous	0	0		Finance
0	0	0	855	6300	Charges for Services	0	0		Personnel
13,674	18,258	10,000	855	6990	Miscellaneous	10,000	10,000		Personnel
12,000	11,000	12,000	870	6300	Charges for Services	12,000	12,000		County Counsel
27,500	11,520	100,000	150	6130	State Operating Grants	100,000	100,000		GIS-Computer Mapping
0	0	0	150	6170	Intergovernmental Local	0	0		GIS-Computer Mapping
362,623	285,939	290,000	150	6300	Charges for Services	310,000	310,000		GIS-Computer Mapping
400,000	434,861	450,000	817	6310	Charges for Services-Rentals	525,000	525,000		Jail - Maintenance
0	0	0	817	6750	Settlements	0	0		Jail - Maintenance
435,000	457,000	450,000	818	6310	Charges for Services-Rentals	475,000	475,000		Buchanan Bldg. Maint.
0	0	0	819	6310	Charges for Services-Rentals	185,000	185,000		Resource Center
0	0	500	110	6300	Charges for Services	500	500		Board of Commissioners
7,808,045	8,079,438	8,415,000			Fund Total	9,360,000	9,310,000	0	

FUND	DEPARTMENT		DIVISION	
MANAGEMENT SERVICES	GENERAL SERVICES		NON-DEPARTMENTAL	
Program Description:				
<p>This is a division within the Management Services fund, which acts as the fund's contingency and equipment reserve account. Also included in this division is the transfer to the Building Improvement fund for rents collected within Management Services.</p> <p>Revenues in this division include the beginning fund balance and the Management Services charges (Fiscal, Personnel, County Counsel, Central Services).</p>				
Program Goals or Objectives:				
To replace equipment and provide funding for the Building Improvement Fund.				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Transfer to Bldg. Imp.	\$650,000	\$500,000	\$750,000	\$700,000
Equipment Reserve	\$0	\$0	\$562,438	\$757,995

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
195 M/S Non-Departmental	(Divn)
199 Non-Departmental	(Dept)

FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25		FY 24-25		FY 24-25
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
Expenditures										
63	0	552,436		8580	Special Projects	810,038		778,037		
650,000	500,000	750,000		9880	Trans. to Building Impr. Fund	700,000		700,000		
650,063	500,000	1,302,436			Total Department Expenses	1,510,038		1,478,037		0
Revenues										
1,031,191	723,815	665,000		6000	Beginning Balance	600,000		600,000		
1,938,392	2,217,868	2,440,000		6300	Charges for Services	2,750,000		2,700,000		
0	0	0		6990	Miscellaneous	0		0		
0	0	0		7100	Intergovernmental Local Govt.	0		0		
2,969,583	2,941,683	3,105,000			Total Revenues	3,350,000		3,300,000		0
Net Cost of Program										
2,319,520	2,441,683	1,802,564			Expenditures less Revenues	1,839,962		1,821,963		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES FUND	BOARD OF COMMISSIONERS			
Program Description:				
<p>ORS 203.310 states "Each county is a body politic and corporate for the following purposes: (1) to sue and be sued; (2) to purchase and hold for the use of the county, lands lying within its own limits and any personal estate; (3) to make all necessary contracts; and (4) to do all other necessary acts in relation to the property concerns of the county." The Board of Commissioners is the... "representative body vested with legislative power by statutes...and...may be Ordinance exercise authority with the county over matters of county concern, to the fullest extent allowed by the constitution."</p>				
Program Goals or Objectives:				
<p>Make public policy and manage county affairs in an open and efficient manner. Manage county assets in a responsible manner to enhance their value and benefit to Polk County citizens. Provide essential and mandated county programs in accordance with the wishes of the citizens of the county.</p>				
Descriptive Statistics:				
Indicator	Actual 2021	Actual 2022	Actual 2023	Projected 2024
Orders Adopted	12	16	13	12
Ordinances Adopted	2	3	3	3
Resolutions Adopted	10	11	15	14
Contracts Negotiated	239	204	249	275
Public Hearings Held	5	7	5	5

Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures

610 Management Services	(Fund)
112 Board of Commissioners	(Divn)
110 Board of Commissioners	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	Num.	Description	Requested	FTE	Proposed	FTE	Approved
				Expenditures					
0	0	0	8010	Clerical/Admin. Specialist	0		0		
253,944	259,740	275,000	3.00	8060 Elected Official	280,000	3.00	280,000	3.00	
0	0	0	8080	Temporary/Part-Time	0		0		
0	0	0	8080	Overtime	0		0		
253,944	259,740	275,000	3.00	Total Salaries	280,000	3.00	280,000	3.00	0
62,505	71,620	75,625	8110	PERS-Retirement	77,000		77,000		0
0	0	6,875	8115	PERS - Assessment	7,000		7,000		0
19,723	20,224	21,038	8120	Social Security/Medicare	21,420		21,420		0
31,703	30,956	35,000	8140	Insurance	35,000		35,000		
11	0	0	8150	Unemployment	0		0		0
249	1,580	413	8160	Workers Comp. Insurance	420		420		0
368,135	384,120	413,950	3.00	Total Personal Services	420,840	3.00	420,840	3.00	0
1,195	643	500	8210	Office Supplies	750		750		
624	974	750	8220	Operating Supplies	1,000		1,000		
925	3,436	500	8240	Software & Maintenance	2,500		2,500		
8,539	5,135	1,500	8250	Small Tools & Minor Equipment	5,000		5,000		
600	714	500	8310	Advertising and Printing	750		750		
3,320	2,908	4,500	8320	Photocopying	3,000		3,000		
21	99	500	8330	Postage	150		150		
2,305	2,097	2,000	8340	Telephone	2,000		2,000		
784	467	0	8410	Dues, Memberships & Publicatns	0		0		
2,573	6,301	5,000	8420	Workshops and Conferences	6,000		6,000		
0	507	0	8430	Transportation	0		0		
0	0	0	8610	Repairs & Maintenance	0		0		
20,886	23,281	15,750		Total Materials and Services	21,150		21,150		-
0	0	0	8948	Computers and Attachments	0		0		0
0	0	0		Total Capital Outlay	0		0		0
389,021	407,401	429,700	3.00	Total Department Expenses	441,990	3.00	441,990	3.00	0
				Revenues					
0	0	500	6300	Charges for Services	500		500		500
0	0	0	6990	Miscellaneous	0		0		0
0	0	500		Total Revenues	500		500		500
389,021	407,401	429,200		Net Cost of Program					
				Expenditures less Revenue	441,490		441,490		(500)

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
MANAGEMENT SERVICES	CENTRAL SERVICES		CENTRAL SERVICES	
Program Description:				
<p>Central Services was established in fiscal year 1985-86. The intention of the department was to monitor, operate, enhance and reduce the costs associated with internal services. Internal services include: building operations, motor pool operations, telecommunications, copying, postage, radio maintenance and centralized purchasing.</p>				
Program Goals or Objectives:				
<p>1. To reduce costs to the County in all internal service activities.</p> <p>2. To internalize functions to enable departments to concentrate on the functions of their office.</p>				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Telephone	\$89,531	\$50,704	\$60,000	\$55,000
Postage	\$61,886	\$56,027	\$57,500	\$55,000
Copiers	\$56,464	\$60,270	\$50,000	\$50,000
Motor Pool (Fuel)	\$47,140	\$66,786	\$40,000	\$60,000
Motor Pool (Maint.)	\$25,992	\$40,735	\$25,000	\$35,000
Vehicles	64	64	64	65
Central Purchasing	\$20,981	\$23,766	\$20,000	\$25,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
810 Central Services	(Divn)
810 General Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
24,285	31,685	25,000	0.75	8010	Clerical/Admin. Specialist	30,000	0.75	30,000	0.75	
0	(908)	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0
94,392	101,482	102,000	1.20	8040	Management/Supervisory	110,000	1.20	110,000	1.20	
15,933	15,703	17,000	0.10	8050	Department Head	17,000	0.10	17,000	0.10	
5,848	7,357	6,000		8080	Temporary/Part-Time	6,000		6,000		
1,597	2,551	2,500		8090	Overtime	2,500		2,500		
142,055	157,870	152,500	2.05		Total Salaries	165,500	2.05	165,500	2.05	0
38,488	43,284	44,225		8110	PERS-Retirement	47,995		47,995		
0	0	3,813		8115	PERS - Assessment	4,138		4,138		
10,884	12,496	11,666		8120	Social Security/Medicare	12,661		12,661		
25,446	27,333	42,025		8140	Insurance	42,025		42,025		
725	816	763		8150	Unemployment	828		828		
217,748	242,233	255,297	2.05		Total Personal Services	273,477	2.05	273,477	2.05	1
20,981	23,766	20,000		8210	Office Supplies	25,000		25,000		
42	1,423	1,500		8220	Operating Supplies	1,500		1,500		
47,140	65,795	40,000		8225	Fuels and Lubricants	60,000		60,000		
264	264	0		8240	Software and Maintenance	500		500		
1,188	700	1,500		8250	Small Tools & Minor Equipment	1,000		1,000		
42	346	1,000		8310	Advertising and Printing	500		500		
56,464	60,210	50,000		8320	Photocopying	60,000		60,000		
61,886	50,027	57,500		8330	Postage	55,000		55,000		
89,531	50,704	60,000		8340	Telephone	55,000		55,000		
2,061	2,016	500		8350	Utilities	2,500		2,500		
2,405	2,405	5,000		8410	Dues, Memberships & Publicatns	2,500		2,500		
0	0	1,000		8420	Workshops and Conferences	1,000		1,000		
1,066	2,506	500		8430	Transportation	2,500		2,500		
503	1,357	1,000		8540	Contract Services	1,500		1,500		
0	0	500		8610	Repairs and Maintenance	500		500		
26,992	40,735	25,000		8614	Vehicle Maint.-General Serv.	35,000		35,000		
310,565	302,254	265,000			Total Materials and Services	304,000		304,000		0
0	0	25,000		8944	Vehicles	40,000		40,000		
0	0	0		8948	Computers & Attachments	0		0		
0	0	25,000			Total Capital Outlay	40,000		40,000		0
528,313	544,487	545,297	2.05		Total Department Expenses	617,477	2.05	617,477	2.05	1
Revenues										
371,380	403,610	385,000		6300	Charges for Services	420,000		420,000		
706	131	1,000		6990	Miscellaneous	1,000		1,000		
0	0	1,500		7100	Proceeds from Sale of Assets	1,500		1,500		
0	0	0		7120	Loan Proceeds	0		0		
372,086	403,741	387,500			Total Revenues	422,500		422,500		0
Net Cost of Program										
156,227	140,746	157,797			Expenditures less Revenues	194,977		194,977		1

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
Management Services	Central Services		Academy Bldg - Maintenance	
Program Description:				
<p>Academy Building Maintenance provides the Academy complex with custodial and maintenance services. These services are provided to both Polk County and Chemeketa Community College. In 2004-05 Chemeketa Community College vacated their portion of the building.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Provide the County with a facility that the community can be proud of. 2. Continually attempt to lower costs associated with the facility. 3. Provide a building that is safe for both the public and its workers. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Utilities	\$72,519	\$94,328	\$72,500	\$100,000
Operating Supplies	\$10,595	\$11,323	\$9,000	\$12,000
Repairs & Maintenance	\$26,310	\$32,561	\$15,000	\$15,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
815 Academy Building Maint	(Divn)
810 General Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
152,981	179,348	218,000	5.00	8020	Laborer	250,000	5.00	250,000	5.00	
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	
25,183	27,161	27,000	0.35	8040	Management/Supervisory	30,000	0.35	30,000	0.35	
0	0	0		8080	Temporary/Part-Time	0		0		
1,381	4,071	1,500		8090	Overtime	1,500		1,500		
179,545	210,580	246,500	5.35		Total Salaries	281,500	5.35	281,500	5.35	0
51,156	58,324	73,950		8110	PERS-Retirement	84,450		84,450		0
0	0	6,163		8115	PERS - Assessment	7,038		7,038		0
14,196	16,467	18,857		8120	Social Security/Medicare	21,535		21,535		0
51,486	74,414	109,675		8140	Insurance	107,000		107,000		0
932	1,071	1,233		8150	Unemployment	1,408		1,408		0
4,704	5,175	4,930		8160	Workers Compensation Ins.	5,630		5,630		0
302,019	366,031	461,307	5.35		Total Personal Services	508,560	5.35	508,560	5.35	0
94	63	500		8210	Office Supplies	250		250		
10,595	11,323	9,000		8220	Operating Supplies	12,000		12,000		
1,674	268	0		8225	Fuels & Lubricants	0		0		
0	0	0		8240	Software & Maintenance	0		0		
0	0	2,000		8250	Small Tools & Minor Equipment	2,000		2,000		
0	0	100		8310	Advertising & Printing	100		100		
0	0	50		8320	Photocopying	50		50		
0	0	150		8340	Telephone	150		150		
72,519	94,328	72,500		8350	Utilities	100,000		100,000		
0	0	50		8410	Dues, Memberships & Publicatns	50		50		
0	0	100		8420	Workshops & Conferences	100		100		
0	0	50		8430	Transportation	50		50		
601	1,925	2,500		8510	Professional Services	2,500		2,500		
5,683	6,480	5,000		8540	Contract Services	6,000		6,000		
26,310	32,561	15,000		8610	Repairs and Maintenance	15,000		15,000		
0	0	0		8710	Loan Repayment	0		0		
117,476	146,948	107,000			Total Materials and Services	138,250		138,250		0
0	0	0		8920	Buildings	0		0		0
0	0	0			Total Capital Outlay	0		0		0
419,495	512,979	568,307	5.35		Total Department Expenses	646,810	5.35	646,810	5.35	0
Revenues										
68,100	81,000	70,000		6300	Charges for Services	80,000		80,000		
960,000	1,024,998	1,080,000		6310	Charges for Services-Rentals	1,170,000		1,170,000		
0	0	0		6750	Settlements	0		0		
0	0	0		6990	Miscellaneous	0		0		
1,028,100	1,105,998	1,150,000			Total Revenues	1,250,000		1,250,000		0
Net Cost of Program										
608,605	593,019	581,693			Expenditures less Revenues	603,190		603,190		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	CENTRAL SERVICES	JAIL - MAINTENANCE		
Program Description:				
<p>Jail Building Maintenance provides the jail facility with custodial and maintenance services. Included in these services are all utilities, custodial, grounds and maintenance for the facility.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Provide the County with a facility that the community can be proud of. 2. Continually attempt to lower costs associated with the facility. 3. Provide a building that is safe for both the public and its workers. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Utilities	\$151,946	\$181,594	\$145,000	\$190,000
Repairs & Maintenance	\$37,125	\$21,104	\$37,500	\$25,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
817 County Jail - Bldg. Maint.	(Divn)
810 General Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
55,027	89,762	110,000	2.50	8020	Laborer	130,055	2.50	130,055	2.50	
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	
24,225	27,180	25,531	0.35	8040	Management/Supervisory	30,000	0.35	30,000	0.35	
0	200	1,500		8080	Temporary/Part-Time	500		500		
129	687	1,000		8090	Overtime	1,000		1,000		
79,381	117,829	138,031	2.85		Total Salaries	161,555	2.85	161,555	2.85	0
21,937	32,233	38,649		8110	PERS-Retirement	45,235		45,235		0
0	0	3,451		8115	PERS - Assessment	4,039		4,039		0
5,883	9,052	10,559		8120	Social Security/Medicare	12,359		12,359		0
27,078	39,892	57,000		8140	Insurance	57,000		57,000		0
402	594	690		8150	Unemployment	808		808		0
2,025	2,899	2,761		8160	Workers Compensation Ins.	3,231		3,231		0
136,706	202,499	251,141	2.85		Total Personal Services	284,227	2.85	284,227	2.85	0
53	20	100		8210	Office Supplies	100		100		
3,522	3,773	3,000		8220	Operating Supplies	3,000		3,000		
2,888	0	1,000		8225	Fuels and Lubricants	1,000		1,000		
0	796	1,500		8250	Small Tools & Minor Equipment	1,500		1,500		
0	0	0		8310	Advertising and Printing	0		0		
0	0	0		8330	Postage	0		0		
0	0	200		8340	Telephone	200		200		
151,946	181,694	145,000		8350	Utilities	190,000		190,000		
0	0	0		8410	Dues, Memberships & Publications	0		0		
0	0	0		8420	Workshops and Conferences	0		0		
0	0	0		8430	Transportation	0		0		
2,049	4,096	4,000		8510	Professional Services	4,000		4,000		
12,599	13,525	7,500		8540	Contract Services	12,500		12,500		
2,513	0	0		8580	Special Projects	0		0		
37,126	21,104	37,500		8610	Repairs and Maintenance	25,000		25,000		
212,696	225,008	199,800			Total Materials and Services	237,300		237,300		0
0	6,982	0		8942	Machinery	0		0		0
0	0	0		8946	Furniture & Fixtures	0		0		0
0	0	0		8948	Computers & Attachments	0		0		0
0	6,982	0			Total Capital Outlay	0		0		0
349,402	434,489	450,941	2.85		Total Department Expenses	521,527	2.85	521,527	2.85	0
Revenues										
400,000	434,861	450,000		6310	Charges for Services - Rentals	525,000		525,000		
0	0	0		6750	Settlements	0		0		0
400,000	434,861	450,000			Total Revenues	525,000		525,000		0
Net Cost of Program										
50,598	372	(941)			Expenditures less Revenues	3,473		3,473		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	CENTRAL SERVICES	BUCHANAN		
Program Description:				
<p>This building was constructed in 2017. Currently houses Community Corrections, Juvenile, and Information Services. The County is in a lease purchase agreement for this building</p> <p>Included in these services are all utilities, custodial, grounds and maintenance for the facility.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Provide the County with a facility that the community can be proud of. 2. Continually attempt to lower costs associated with the facility. 3. Provide a building that is safe for both the public and its workers. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 23-24
Utilities	\$22,992	\$25,732	\$22,500	\$30,000
Repairs & Maintenance	\$3,842	\$4,348	\$7,500	\$7,500

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
818 Buchanan Bldg. - Maint.	(Divn)
810 General Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
38,028	43,221	41,500	1.00	8020	Laborer	47,500	1.00	47,500	1.00	
7,195	7,760	7,800	0.10	8040	Management/Supervisory	8,200	0.10	8,200	0.10	
0	0	1,500		8080	Temporary/Part-Time	1,500		1,500		
62	466	500		8090	Overtime	500		500		
45,285	51,447	51,300	1.10		Total Salaries	57,700	1.10	57,700	1.10	0
12,548	14,254	15,390		8110	PERS-Retirement	17,310		17,310		0
0	0	1,283		8115	PERS - Assessment	1,443		1,443		0
3,309	3,851	3,924		8120	Social Security/Medicare	4,414		4,414		0
20,420	21,986	23,100		8140	Insurance	23,100		23,100		0
227	257	257		8150	Unemployment	289		289		0
1,142	1,224	1,283		8160	Workers Compensation Ins.	1,443		1,443		0
82,931	93,019	96,536	1.10		Total Personal Services	105,698	1.10	105,698	1.10	0
2	6	100		8210	Office Supplies	100		100		
3,326	3,755	5,000		8220	Operating Supplies	5,000		5,000		
0	0	250		8225	Fuels and Lubricants	250		250		
437	34	1,500		8250	Small Tools & Minor Equipment	1,500		1,500		
0	0	0		8310	Advertising and Printing	0		0		
0	0	0		8330	Postage	0		0		
0	0	150		8340	Telephone	150		150		
22,982	25,732	22,500		8350	Utilities	30,000		30,000		
0	0	0		8410	Dues, Memberships & Publications	0		0		
0	0	0		8420	Workshops and Conferences	0		0		
0	0	0		8430	Transportation	0		0		
939	1,206	2,500		8510	Professional Services	2,500		2,500		
1,687	4,470	2,000		8540	Contract Services	2,000		2,000		
0	0	0		8580	Special Projects	0		0		
3,842	4,348	7,500		8610	Repairs and Maintenance	7,500		7,500		
263,499	253,549	305,000		8660	Rentals	305,000		305,000		
296,714	293,100	346,500			Total Materials and Services	354,000		354,000		0
0	0	0		8946	Furniture & Fixtures	0		0		0
0	0	0		8948	Computers & Attachments	0		0		0
0	0	0			Total Capital Outlay	0		0		0
379,645	386,119	443,036	1.10		Total Department Expenses	459,698	1.10	459,698	1.10	0
Revenues										
0	0	0		6300	Charges for Services	0		0		0
435,000	457,000	450,000		6310	Charges for Services - Rentals	475,000		475,000		450,000
435,000	457,000	450,000			Total Revenues	475,000		475,000		450,000
Net Cost of Program										
55,355	70,881	6,964			Expenditures less Revenues	15,302		15,302		450,000

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	CENTRAL SERVICES	RESOURCE CENTER		
Program Description:				
<p>Resource Center provides the resource center with custodial and maintenance services. Included in these services are all utilities, custodial, grounds and maintenance for the facility.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Provide the County with a facility that the community can be proud of. 2. Continually attempt to lower costs associated with the facility. 3. Provide a building that is safe for both the public and its workers. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Utilities	0	0	0	\$40,000
Repairs & Maintenance	0	0	0	\$7500

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
819 Resource Center	(Divn)
810 General Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
0	0	0	0.00	8020	Laborer	48,000	1.00	48,000	1.00	
0	0	0	0.00	8040	Management/Supervisory	0	0.10	0	0.10	
0	0	0		8080	Temporary/Part-Time	7,500		7,500		
0	0	0		8090	Overtime	1,500		1,500		
0	0	0	0.00		Total Salaries	57,000	1.10	57,000	1.10	0
0	0	0		8110	PERS-Retirement	15,960		15,960		0
0	0	0		8115	PERS - Assessment	1,425		1,425		0
0	0	0		8120	Social Security/Medicare	4,361		4,361		0
0	0	0		8140	Insurance	23,100		23,100		0
0	0	0		8150	Unemployment	285		285		0
0	0	0		8160	Workers Compensation Ins.	1,425		1,425		0
0	0	0	0.00		Total Personal Services	103,556	1.10	103,556	1.10	0
0	0	0		8210	Office Supplies	250		250		
0	0	0		8220	Operating Supplies	6,000		6,000		
0	0	0		8225	Fuels and Lubricants	0		0		
0	0	0		8250	Small Tools & Minor Equipment	2,500		2,500		
0	0	0		8310	Advertising and Printing	0		0		
0	0	0		8330	Postage	0		0		
0	0	0		8340	Telephone	150		150		
0	0	0		8350	Utilities	40,000		40,000		
0	0	0		8410	Dues, Memberships & Publications	0		0		
0	0	0		8420	Workshops and Conferences	0		0		
0	0	0		8430	Transportation	0		0		
0	0	0		8510	Professional Services	2,500		2,500		
0	0	0		8540	Contract Services	2,500		2,500		
0	0	0		8580	Special Projects	0		0		
0	0	0		8610	Repairs and Maintenance	7,500		7,500		
0	0	0		8660	Rentals	0		0		
0	0	0			Total Materials and Services	61,400		61,400		0
0	0	0		8946	Furniture & Fixtures	0		0		0
0	0	0		8948	Computers & Attachments	0		0		0
0	0	0			Total Capital Outlay	0		0		0
0	0	0	0.00		Total Department Expenses	164,956	1.10	164,956	1.10	0
Revenues										
0	0	0		6300	Charges for Services	0		0		0
0	0	0		6310	Charges for Services - Rentals	185,000		185,000		0
0	0	0			Total Revenues	185,000		185,000		0
Net Cost of Program										
0	0	0			Expenditures less Revenues	20,045		20,045		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
Management Services	Central Services	Courthouse - Maintenance		
Program Description:				
<p>Courthouse Building Maintenance provides the Courthouse complex with custodial and maintenance services. Also, this division provides for outside custodial services to Public Works and Community Corrections.</p> <p>Included in these services are utilities, custodial, grounds maintenance and facility maintenance for the three buildings.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. To provide the County with a facility that the community can be proud of. 2. Continually attempt to lower costs associated with the facility. 3. Provide a building that is safe for both the public and its workers. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Utilities	\$105,795	\$128,948	\$105,000	\$130,000
Operating Supplies	\$13,709	\$20,069	\$17,500	\$20,000
Repairs & Maintenance	\$21,955	\$45,712	\$22,500	\$30,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
820 Courthouse Building Maint	(Divn)
810 General Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
349,480	347,619	292,000	6.75	8020	Laborer	320,000	6.50	320,000	6.50	
83,467	93,182	87,655	1.20	8040	Management/Supervisory	101,869	1.20	101,869	1.20	
5,201	6,554	10,000		8080	Temporary/Part-Time	10,000		10,000		
1,759	4,013	5,000		8090	Overtime	5,000		5,000		
439,907	451,368	394,655	7.95		Total Salaries	436,869	7.70	436,869	7.70	0
115,343	115,956	118,397		8110	PERS-Retirement	131,061		131,061		0
0	0	9,867		8115	PERS - Assessment	10,923		10,923		1
32,698	34,378	30,191		8120	Social Security/Medicare	33,421		33,421		0
163,824	154,436	166,950		8140	Insurance	161,700		161,700		0
2,240	2,304	1,973		8150	Unemployment	2,184		2,184		0
11,237	9,394	11,880		8160	Workers Compensation Ins.	13,151		13,151		0
765,249	767,836	733,913	7.95		Total Personal Services	789,308	7.70	789,308	7.70	0
150	134	250		8210	Office Supplies	250		250		
13,709	20,069	17,500		8220	Operating Supplies	20,000		20,000		
985	(1,321)	0		8225	Fuels & Lubricants	0		0		
5,086	10,111	2,500		8250	Small Tools & Minor Equipment	5,000		5,000		
0	0	100		8310	Advertising and Printing	100		100		
0	0	25		8320	Photocopying	25		25		
0	0	25		8330	Postage	25		25		
0	0	200		8340	Telephone	200		200		
105,798	126,948	105,000		8350	Utilities	130,000		130,000		
940	966	750		8410	Dues, Memberships & Publicatns	750		750		
0	0	250		8420	Workshops and Conferences	250		250		
4,903	6,302	5,000		8430	Transportation	5,000		5,000		
927	3,698	2,500		8510	Professional Services	4,000		4,000		
8,463	11,561	6,000		8540	Contract Services	10,000		10,000		
21,955	45,712	22,500		8610	Repairs and Maintenance	30,000		30,000		
162,916	224,180	162,600			Total Materials and Services	205,600		205,600		0
0	0	0		8930	Improvements-Other than Bldgs.	0		0		0
0	0	0			Total Capital Outlay	0		0		0
928,165	992,016	896,513	7.95		Total Department Expenses	994,908	7.70	994,908	7.70	0
Revenues										
0	0	0		6110	Federal Awards	0		0		
32,400	40,561	30,000		6300	Charges for Services	40,000		40,000		
883,250	913,110	930,000		6310	Charges for Services-Rentals	1,030,000		1,030,000		
973	0	0		6750	Settlements	0		0		
5	0	0		6990	Miscellaneous	0		0		
916,628	953,671	960,000			Total Revenues	1,070,000		1,070,000		0
Net Cost of Program										
(11,537)	(38,345)	63,487			Expenditures less Revenues	75,092		75,092		(0)

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
MANAGEMENT SERVICES	GENERAL SERVICES		INFORMATION SERVICES	
Program Description:				
<p>Information Services provides mainframe, personal computer and network support for all County departments. Services include the replacement of personal computers, software upgrades, computer maintenance, programming (Oracle/Access and custom), and network support. Also, Information Services is providing outside support to some cities and small special districts.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Provide the County with a computer system that is technologically efficient and user friendly. 2. Coordinate the information guidelines and standards for the County's departments. 3. Attempt to lower costs associated with information processing and to increase user efficiency. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
# of Personal Computer	652	660	665	680
Computer Supplies	\$6,284	\$9,681	\$10,000	\$10,000
Computer Replacement	\$49,855	\$33,488	\$50,000	\$50,000
Programming	\$149,037	\$163,935	\$175,000	\$186,000
Software & Maintenance	\$280,834	\$273,619	\$275,000	\$275,000
Small Tools & Minor Equipment	\$91,108	\$52,829	\$50,000	\$50,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
825 Information Services	(Divn)
810 General Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 22-23 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
21,694	24,906	0		8010	Clerical/Admin. Specialist	0		0		
148,077	194,772	200,960	4.00	8030	Professional/Technical	208,000	4.00	208,000	4.00	
294,600	318,282	301,238	3.00	8040	Management/Supervisory	320,000	3.00	320,000	3.00	
0	0	0		8060	Elected Official	0		0		
29,987	28,917	15,000		8080	Temporary/Part-Time	15,000		15,000		
39,925	22,351	35,000		8090	Overtime	25,000		25,000		
534,283	589,228	552,198	7.00		Total Salaries	568,000	7.00	568,000	7.00	0
143,083	152,538	146,332		8110	PERS-Retirement	170,400		170,400		0
0	0	0		8115	PERS - Assessment	14,200		14,200		0
39,648	44,869	42,243		8120	Social Security/Medicare	43,452		43,452		0
121,731	135,902	136,500		8140	Insurance	143,500		143,500		0
2,648	2,935	2,761		8150	Unemployment	2,840		2,840		0
532	3,016	1,104		8160	Workers Compensation Ins.	682		682		0
841,925	928,488	881,139	7.00		Total Personal Services	943,074	7.00	943,074	7.00	0
355	935	500		8210	Office Supplies	1,000		1,000		
6,284	9,681	10,000		8220	Operating Supplies	10,000		10,000		
280,834	273,819	275,000		8240	Software & Maintenance	300,000		275,000		
91,108	52,629	50,000		8250	Small Tools & Minor Equipment	75,000		50,000		
0	366	100		8310	Advertising and Printing	100		100		
301	362	500		8320	Photocopying	400		400		
243	351	400		8330	Postage	150		150		
11,934	17,181	17,500		8340	Telephone	18,000		18,000		
0	0	0		8350	Utilities	0		0		
119	1,080	1,000		8410	Dues, Memberships & Publicatns	1,000		1,000		
1,120	2,269	5,000		8420	Workshops and Conferences	5,000		5,000		
1,934	1,655	1,700		8430	Transportation	1,500		1,500		
7,000	0	10,000		8510	Professional Services	7,500		7,500		
149,037	163,935	175,000		8540	Contract Services	180,000		180,000		
0	0	0		8550	Contracts - Other Public Agencies	0		0		
0	0	0		8580	Special Projects	5,000		5,000		
75	6,100	2,500		8610	Repairs and Maintenance	2,500		2,500		
110,000	115,000	115,000		8810	Rental-interdepartmental	115,000		115,000		
660,344	645,163	664,200			Total Materials and Services	722,150		672,150		0
0	0	0		8946	Furniture and Fixtures	0		0		0
49,858	33,486	50,000		8948	Computers and Attachments	50,000		50,000		0
49,858	33,486	50,000			Total Capital Outlay	50,000		50,000		0
1,552,127	1,607,137	1,595,339	7.00		Total Department Expenses	1,715,224	7.00	1,665,224	7.00	0
					Revenues					
0	0	0		6110	Federal Awards	0		0		
0	0	0		6130	State Operating Grants	0		0		
0	0	0		6170	Intergovernmental Local	0		0		
1,244,021	1,435,726	1,500,000		6300	Charges for Services	1,700,000		1,650,000		
0	0	0		6750	Settlements	0		0		
0	0	0		6990	Miscellaneous	0		0		
1,244,021	1,435,726	1,500,000			Total Revenues	1,700,000		1,650,000		0
(308,106)	(171,411)	(95,339)			Net Cost of Program					
					Expenditures less Revenues	(15,224)		(15,224)		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
Management Services	General Services		G.I.S.	
Program Description:				
The G.I.S. program will support County departments with the input/update, display, analysis, and management of geographically referenced data including roads, zoning, tax lots, parcels, surveys, corners, plans, and demographics.				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Maintain all hardware, vendor software, and application software required by departments to effectively use and maintain their data. 2. Integrate geographic data with existing and planned tabular and image database maintained by the County. 3. Provide County decision makers and the public with user-friendly access to the GIS. 4. Provide County decision makers with support information regarding GIS technology and how it can effectively support County business. 5. Utilize land information presentation material in special projects (Regional Problem Solving, Highway #22 project, Water Projects, etc.). 6. Integrate the use of GIS into our Search & Rescue and Emergency Management programs. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Parcel Maps Automated	100%	100%	100%	100%
Public Counter Access	100%	100%	100%	100%
Parcel Map Updates	125	130	130	130
Contract Services	\$7,500	\$11,520	\$10,000	\$10,000
Software and Maintenance	\$41,574	\$29,781	\$50,000	\$40,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
150 GIS-Computer Mapping	(Divn)
810 General Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
34,176	0	30,000	0.50	8030	Professional/Technical	60,000	1.00	60,000	1.00	
80,376	95,301	87,500	1.00	8040	Management/Supervisory	108,000	1.00	108,000	1.00	
68,635	69,400	75,000		8080	Temporary/Part-Time	30,000		30,000		
1,568	0	1,500		8090	Overtime	1,500		1,500		
184,755	164,701	194,000	1.50		Total Salaries	199,500	2.00	199,500	2.00	0
32,344	26,535	52,380		8110	PERS-Retirement	53,865		53,865		0
0	0	4,850		8115	PERS - Assessment	4,988		4,988		0
14,346	13,175	14,841		8120	Social Security/Medicare	15,262		15,262		0
6,296	3,778	22,500		8140	Insurance	28,000		28,000		0
957	843	970		8150	Unemployment	998		998		0
198	172	388		8160	Workers Compensation Ins.	399		399		0
238,896	209,204	289,929	1.50		Total Personal Services	303,011	2.00	303,011	2.00	0
54	0	500		8210	Office Supplies	500		500		
61	649	2,000		8220	Operating Supplies	2,000		2,000		
41,574	29,761	50,000		8240	Software & Maintenance	40,000		40,000		
10,957	14,874	15,000		8250	Small Tools & Minor Equipment	15,000		15,000		
340	0	200		8310	Advertising and Printing	200		200		
0	0	500		8320	Photocopying	500		500		
1	1	100		8330	Postage	100		100		
2,400	2,799	2,000		8340	Telephone	2,000		2,000		
100	0	250		8410	Dues, Memberships & Publicatns	250		250		
2,913	9,710	7,500		8420	Workshops and Conferences	7,500		7,500		
164	513	1,000		8430	Transportation	1,000		1,000		
0	0	0		8510	Professional Services	0		0		
7,500	11,520	10,000		8540	Contract Services	10,000		10,000		
0	0	0		8580	Special Projects	0		0		
0	0	0		8610	Repairs and Maintenance	0		0		
30,000	33,000	30,000		8810	Rental-interdepartmental	35,000		35,000		
96,064	102,827	119,050			Total Materials and Services	114,050		114,050		0
0	0	0		8948	Computers and Attachments	0		0		0
0	0	0			Total Capital Outlay	0		0		0
334,960	312,031	408,979	1.50		Total Department Expenses	417,061	2.00	417,061	2.00	0
Revenues										
27,500	11,520	100,000		6130	State Operating Grants	100,000		100,000		
0	0	0		6170	Intergovernmental Local Governme	0		0		
362,623	285,939	290,000		6300	Charges for Services	310,000		310,000		
0	0	0		6990	Miscellaneous	0		0		
390,123	297,459	390,000			Total Revenues	410,000		410,000		0
Net Cost of Program										
55,163	(14,572)	(18,979)			Expenditures less Revenues	(7,061)		(7,061)		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	ADMINISTRATIVE OFFICER	FINANCE		
Program Description:				
<p>The Finance Division operates as the central manager of the County's budgeting, accounting and payroll functions, and is responsible for preparing the annual budget and monitoring expenditures throughout the year. Gathering and recording financial data to be used by managers for decision-making, including preparation of monthly and annual financial reports. Monthly payroll for all County employees including preparation of all required monthly, quarterly and annual reports.</p>				
Program Goals or Objectives:				
<p>Prepare the annual budget in a timely fashion. Improve the budget document as a policy-making tool. Implement and maintain an integrated accounting system to produce useful and accurate information. Prepare and distribute the monthly expenditure and revenue reports by the 10th working day of the month. Process all payment vouchers within seven days after the end of the week in which they are received. Process monthly payroll by the last working day of the month. Maintain all payroll records in an accurate and timely basis.</p>				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Expenditures in Millions	100	105	120	115
Total FTE's	416	436	455	449
Total Vouchers Paid	26,500	27,200	28,500	28,500

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
850 Finance	(Divn)
850 Administrative Officer	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
217,449	268,249	240,000	4.30	8010	Clerical/Admin. Specialist	317,580	5.20	317,580	5.20	
0	0	118,000	0.80	8040	Management/Supervisory	118,000	0.80	118,000	0.80	
195,196	208,366	106,000	0.60	8050	Department Head	110,000	0.60	110,000	0.60	
3,271	560	0		8080	Temporary/Part-time	1,000		1,000		
5,903	3,992	10,000		8090	Overtime	5,000		5,000		
421,819	481,167	474,000	5.70		Total Salaries	551,580	6.60	551,580	6.60	0
83,021	77,593	127,980		8110	PERS-Retirement	148,927		148,927		0
0	0	11,850		8115	PERS - Assessment	13,790		13,790		0
31,131	35,728	36,261		8120	Social Security/Medicare	42,196		42,196		0
108,129	81,896	119,700		8140	Insurance	112,200		112,200		0
2,084	2,407	2,370		8150	Unemployment	2,758		2,758		0
432	1,026	711		8160	Workers Compensation Ins.	827		827		0
646,616	659,817	772,872	5.70		Total Personal Services	872,277	6.60	872,277	6.60	0
846	2,048	500		8210	Office Supplies	2,000		2,000		
392	27	500		8220	Operating Supplies	500		500		
11,511	14,682	4,000		8240	Software & Maintenance	75,000		75,000		
5,026	2,025	500		8250	Small Tools & Minor Equipment	1,000		1,000		
2,587	5,419	2,500		8310	Advertising and Printing	3,500		3,500		
2,815	2,240	2,500		8320	Photocopying	2,500		2,500		
4,154	4,487	3,000		8330	Postage	4,000		4,000		
4,530	3,683	4,000		8340	Telephone	4,000		4,000		
20,111	56,179	45,000		8410	Dues, Memberships & Publicatns	45,000		45,000		
852	2,172	750		8420	Workshops and Conferences	750		750		
0	0	250		8430	Transportation	250		250		
104,968	0	75,000		8510	Professional Services	10,000		10,000		
38,692	56,600	65,000		8540	Contract Services	70,000		70,000		
0	9,534	200		8580	Special Projects	5,000		5,000		
0	0	200		8610	Repairs and Maintenance	200		200		
2,643	8,114	3,000		8740	Bank Charges	8,000		8,000		
(30)	11	0		8790	Misc. Department Expenses	0		0		
199,097	167,221	206,900			Total Materials and Services	231,700		231,700		0
0	0	0		8948	Computers and Attachments	0		0		0
0	0	0			Total Capital Outlay	0		0		0
845,713	827,038	979,772	5.70		Total Department Expense	1,103,977	6.60	1,103,977	6.60	0
Revenues										
0	1,050	0		6300	Charges for Services	0		0		0
570	991	0		6990	Miscellaneous	0		0		0
570	2,041	0			Total Revenues	0		0		0
Net Cost of Program										
845,143	824,997	979,772			Expenditures less Revenues	1,103,977		1,103,977		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
MANAGEMENT SERVICES	ADMINISTRATIVE OFFICER		HUMAN RESOURCES	
Program Description:				
<p>Provide personnel services and current labor relations services to County management and employees. Recommend revisions to the County personnel system. Apprise County management of significant trends in personnel management. Advise management in such areas as discipline, grievances, performance appraisal, and application of personnel rules, policies, and labor contracts. Train supervisors. Orient new employees. Revise and write new class specifications. Conduct salary surveys. Oversee recruitment, testing and selection of new and promoted employees. Oversee the County's Safety Committee, safety compliance, and conduct meetings. Manage Family and Medical Leave Act.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Successfully negotiate contracts with the County's four unions. 2. Provide guidance and training to supervisors and department heads in the hiring and firing process. 3. Conduct safety meetings and address safety issues. 4. Ensure recruitments are done properly and cost effectively. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
Recruitments	135	140	130	125
Studies (salary surveys, personnel practices, etc.)	5	15	5	5
Negotiations	2	3	1	1

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
855 Human Resources	(Divn)
850 Administrative Officer	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
149,892	163,602	155,000	2.00	8030	Professional/Technical	150,000	2.00	150,000	2.00	
100,800	107,126	108,500	0.80	8040	Management/Supervisory	117,500	0.80	117,500	0.80	
31,865	33,406	35,000	0.20	8050	Department Head	37,500	0.20	37,500	0.20	
5,838	9,840	6,000		8090	Overtime	6,000		6,000		
288,395	313,974	304,500	3.00		Total Salaries	311,000	3.00	311,000	3.00	0
82,885	90,652	85,260		8110	PERS-Retirement	87,080		87,080		0
0	0	7,613		8115	PERS - Assessment	7,775		7,775		0
21,432	23,849	23,294		8120	Social Security/Medicare	23,792		23,792		0
49,213	55,153	58,500		8140	Insurance	58,500		58,500		0
1,428	1,554	1,523		8150	Unemployment	1,555		1,555		0
291	1,040	457		8160	Workers Compensation Ins.	467		467		0
443,644	486,222	481,147	3.00		Total Personal Services	490,168	3.00	490,168	3.00	0
494	1,470	500		8210	Office Supplies	500		500		
0	142	0		8220	Operating Supplies	0		0		
32,745	116,415	32,000		8240	Software & Maintenance	75,000		75,000		
186	3,147	500		8250	Small Tools & Minor Equip.	500		500		
0	0	250		8310	Advertising and Printing	250		250		
1,032	1,316	850		8320	Photocopying	850		850		
29	35	750		8330	Postage	750		750		
1,540	1,656	1,500		8340	Telephone	1,500		1,500		
153	0	500		8410	Dues, Memberships & Publicatns	500		500		
0	390	500		8420	Workshops and Conferences	500		500		
0	0	0		8430	Transportation	0		0		
500	0	500		8510	Professional Services	500		500		
14,816	15,747	16,000		8540	Contract Services	16,000		16,000		
10,487	22,486	7,500		8580	Special Projects	10,000		10,000		
0	64	0		8790	Misc. Department Expenses	0		0		
61,982	162,868	61,350			Total Materials and Services	106,850		106,850		0
0	0	0		8946	Furniture and Fixtures	0		0		0
0	0	0			Total Capital Outlay	0		0		0
505,626	649,090	542,497	3.00		Total Department Expense	597,018	3.00	597,018	3.00	0
Revenues										
0	0	0		6300	Charges for Services	0		0		0
13,674	18,258	10,000		6990	Miscellaneous	10,000		10,000		10,000
13,674	18,258	10,000			Total Revenues	10,000		10,000		10,000
491,952	630,832	532,497			Net Cost of Program Expenditures less Revenues	587,018		587,018		(10,000)

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
MANAGEMENT SERVICES	COUNTY COUNSEL		COUNTY COUNSEL	
Program Description:				
<p>County Counsel advises the County Board and operating departments on legal matters and preparing legal documents including Ordinances, Resolutions, Orders and contracts. Other duties include handling the County’s litigation, land use proceedings, labor negotiations and grievances.</p>				
Program Goals or Objectives:				
<ol style="list-style-type: none"> 1. Ensure all official documents are properly drafted and executed. 2. Prosecute and defend legal actions involving the County and minimize potential liability and insurance claims. 3. Provide sound legal advice to the Board of Commissioners and County employees concerning County business. 4. Defend land use decisions of the Board. 				
Descriptive Statistics:				
Indicator	Actual 21-22	Actual 22-23	Adopted 23-24	Projected 24-25
LUBA Cases Pending	1	1	1	1
Violations Prosecuted	10	10	10	10
Admin. Proceedings	8	8	5	5
Personnel Discussions	80+	80+	100+	100+
Negotiations	0	0	0	0
Contracts Reviewed	225+	240+	250+	250+

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

610 Management Services	(Fund)
870 County Legal Counsel	(Divn)
870 County Counsel	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
4,957	5,578	6,500	0.10	8010	Clerical/Admin. Specialist	6,500	0.10	6,500	0.10	
104,309	111,564	113,000	0.75	8050	Department Head	115,000	0.75	115,000	0.75	
4,173	4,118	2,500		8090	Overtime	4,000		4,000		
113,439	121,260	122,000	0.85		Total Salaries	125,500	0.85	125,500	0.85	0
29,316	31,388	36,600		8110	PERS-Retirement	37,650		37,650		0
0	0	3,050		8115	PERS - Assessment	3,138		3,138		0
8,519	9,261	9,333		8120	Social Security/Medicare	9,601		9,601		0
19,046	19,516	17,850		8140	Insurance	17,850		17,850		0
554	593	610		8150	Unemployment	628		628		0
111	116	244		8160	Workers Compensation Ins.	251		251		0
170,985	182,134	189,687	0.85		Total Personal Services	194,617	0.85	194,617	0.85	0
37	61	100		8210	Office Supplies	100		100		
0	0	0		8220	Operating Supplies	0		0		
0	0	0		8310	Advertising & Printing	0		0		
79	92	150		8320	Photocopying	150		150		
39	109	100		8330	Postage	100		100		
2,040	2,112	2,250		8340	Telephone	2,500		2,500		
857	713	850		8410	Dues, Memberships & Publicatns	850		850		
1,403	(153)	1,500		8420	Workshops and Conferences	1,500		1,500		
0	149	0		8430	Transportation	0		0		
0	0	0		8510	Professional Services	0		0		
0	0	1,500		8540	Contract Services	1,500		1,500		
0	0	0		8610	Repairs and Maintenance	0		0		
4,455	3,083	6,450			Total Materials and Services	6,700		6,700		0
0	0	0		8946	Furniture and Fixtures	0		0		0
0	0	0			Total Capital Outlay	0		0		0
175,440	185,217	196,137	0.85		Total Department Expense	201,317	0.85	201,317	0.85	0
Revenues										
12,000	11,000	12,000		6300	Charges for Services	12,000		12,000		
12,000	11,000	12,000			Total Revenues	12,000		12,000		0
Net Cost of Program										
163,440	174,217	184,137			Expenditures less Revenues	189,317		189,317		0
7,057,970	7,358,004	8,358,954	40.35		Total Fund Requirements	9,392,000	42.60	9,310,000	42.60	1
7,781,785	8,061,438	8,415,000			Total Fund Resources	9,410,000		9,310,000		460,500
723,815	703,434	56,046	40.35		Net Fund Balance	18,000	42.60	0	42.60	460,499



INTEROFFICE MEMORANDUM

POLK COUNTY COURTHOUSE

TO: BUDGET COMMITTEE

FROM: GREG HANSEN, BUDGET OFFICER

DATE: MARCH 31, 2024

SUBJECT: BUILDING IMPROVEMENT FUND

The following items are part of a four year plan for facilities:

Location	Item	Cost	
Historic Courthouse	Main Lobby Floor	\$350,000	
Historic Courthouse	Interior Repairs	\$150,000	
Historic Courthouse	Window Replacement	\$750,000	completed
Historic Courthouse	Carpet Replacement	\$ 10,000	completed
Historic Courthouse	HVAC	\$350,000	234-25
Historic Courthouse	Outside Cleaning/Painting	\$350,000	completed
Historic Courthouse	Roof repair	\$ 50,000	completed
Courthouse	Carpet Replacement	\$ 30,000	completed
Courthouse	Outside Repair	\$1,000,000	completed
Courthouse	Window Replacement	\$1,100,000	completed
Courthouse	Roof Replacement	\$500,000	completed
Courthouse	Elevator	\$250,000	completed
Courthouse	HVAC	\$200,000	24-25
Courthouse	Security/Electrical	\$250,000	ongoing
Courthouse	ADA/Bathrooms	\$ 50,000	completed
Courthouse	Emergency Generator	\$ 75,000	completed
Courthouse	Landscaping	\$150,000	completed
Complex	Parking Lot	\$ 75,000	completed
Complex	Miscellaneous Remodel	\$100,000	ongoing
Complex	Landscaping/Sidewalks	\$200,000	completed
Architect/Project Man	Fees	\$100,000	completed
Contingency	10%	\$100,000	completed
Overhead/Profit	General Contractor Costs	\$100,000	completed
Jail	Roof replacement	\$950,000	completed
Academy Building	Window Replacement	\$200,000	completed
Academy Building	Outside Cleaning/Painting	\$ 80,000	completed
Academy Building	Re-roof	\$225,000	completed
Academy Building	Interior Remodel	\$500,000	completed
Academy Building	HVAC Upgrades/replacement	\$250,000	completed
Total		\$1,000,000 - \$1,500,000 in projects Courthouse Complex	

Proposed Projects 2024-2025

HVAC upgrades.

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

310 Building Improvement	(Fund)
815 Academy Building Improvement	(Divn)
810 General Services	(Dept)

FY 21-22	FY 22-23	FY 22-23	Acct.		FY 24-25	FY 24-25	FY 24-25			
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
					Expenditures					
0	0	0			8050 Department Head	0		0		0
0	0	0			8090 Overtime	0		0		0
0	0	0	0.00		Total Salaries	0	0.00	0	0.00	0
0	0	0			8110 PERS-Retirement	0		0		0
0	0	0			8120 Social Security/Medicare	0		0		0
0	0	0			8140 Insurance	0		0		0
0	0	0			8150 Unemployment	0		0		0
0	0	0			8160 Workers Compensation Ins.	0		0		0
0	0	0	0.00		Total Personal Services	0	0.00	0	0.00	0
0	0	0			8250 Small Tools & Minor Equipment	0		0		0
0	0	0			8510 Professional Services	0		0		0
0	36,107	0			8540 Contract Services	0		0		0
0	0	0			8610 Repairs and Maintenance	0		0		0
0	0	0			8710 Loan Repayment	0		0		0
165,000	175,000	180,000			9520 COP Principal Payment	190,000		190,000		
36,410	28,930	21,120			9530 COP Interest	25,000		25,000		
201,410	240,037	201,120			Total Materials and Services	215,000		215,000		0
4,130	933	50,000			8920 Buildings	50,000		50,000		
4,130	933	50,000			Total Capital Outlay	50,000		50,000		0
205,540	240,970	251,120			Total Department Expense	265,000		265,000		0

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

310 Building Improvement	(Fund)
820 Courthouse Bldg Improvement	(Divn)
810 General Services	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25
Actual	Actual	Adopted	Num.	Description	Requested	FTE	Proposed
0	4,921	0	8250	Small Tools & Minor Equipment	0		0
0	13,693	40,000	8510	Professional Services	25,000		25,000
0	0	0	8610	Repairs and Maintenance	0		0
0	0	0	8790	Misc Department Expense	0		0
279,563	286,984	300,000	9520	COP Principal Payment	300,000		300,000
146,685	140,210	85,000	9530	COP Interest	120,000		120,000
426,248	445,808	425,000		Total Materials and Services	445,000		445,000
0	0	0	8910	Land	0		0
544,928	44,296	700,000	8920	Buildings	291,120		291,120
1,176	0	23,880	8930	Improvements Other than Bldgs.	23,880		23,880
0	0	0	8948	Computers & Attachments	0		0
546,104	44,296	723,880		Total Capital Outlay	315,000		315,000
972,352	490,104	1,148,880		Total Department Expenses	760,000		760,000
Revenues							
81,329	3,811	150,000	6000	Beginning Fund Balance	200,000		200,000
0	0	0	6110	Federal Awards	0		0
0	0	0	6170	Intergovernmental Local Govt.	0		0
374	4,208	0	6800	Interest Income	0		0
0	0	0	7200	COP Proceeds	0		0
200,000	350,000	250,000	7910	Transfer from General Fund	125,000		125,000
900,000	500,000	1,000,000	7920	Transfer from Other Fund	700,000		700,000
1,181,703	858,019	1,400,000		Total Revenues	1,025,000		1,025,000
Net Cost of Program							
(3,811)	(126,945)	0		Expenditures less Revenues	0		0
1,177,892	731,074	1,400,000		Total Fund Requirements	1,025,000		1,025,000
1,181,703	858,019	1,400,000		Total Fund Resources	1,025,000		1,025,000
3,811	126,945	0	0.00	Net Fund Balance	0	0.00	0

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

219 Public Works Complex Construction Fu	(Fund)
648 Public Works Complex Improvements	(Divn)
810 General Services	(Dept)

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	FTE	Acct. Num.	Description	FY 24-25 Requested	FTE	FY 24-25 Proposed	FTE	FY 24-25 Approved
Expenditures										
0	0	0	0.00	8010	Clerical/ Admin. Specialist	0	0.00	0	0.00	0
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00	0
0	0	0	0.00	8050	Department Head	0	0.00	0	0.00	0
0	0	0		8090	Overtime	0		0		0
0	0	0	0.00		Total Salaries	0	0.00	0	0.00	0
0	0	0		8110	PERS-Retirement	0		0		0
0	0	0		8120	Social Security/Medicare	0		0		0
0	0	0		8140	Insurance	0		0		0
0	0	0		8150	Unemployment	0		0		0
0	0	0		8160	Workers Comp. Insurance	0		0		0
0	0	0	0.00		Total Personal Services	0	0.00	0	0.00	0
0	0	0		8210	Office Supplies	0		0		0
0	0	0		8250	Small Tools & Minor Equipment	0		0		0
0	0	0		8410	Dues, Memberships & Publications	0		0		0
0	0	5,000		8510	Professional Services	0		5,000		0
0	0	0		8540	Contract Services	0		0		0
10,000	10,000	0		8830	Management Services Interdept.	12,500		12,500		0
337,200	345,630	350,000		9520	COP Principal Payment	360,000		360,000		0
156,372	149,155	175,000		9530	COP Interest	165,000		150,000		0
503,572	504,785	530,000			Total Materials and Services	537,500		527,500		0
0	0	0		8910	Land	0		0		0
1,144,215	213,098	120,000		8920	Buildings	110,000		55,000		0
4,077	0	0		8930	Improvements Other than Bldg.	0		0		0
0	0	0		8946	Furniture & Fixtures	0		0		0
1,148,292	213,098	120,000			Total Capital Outlay	110,000		55,000		0
0	0	0		9990	Contingency	0		0		0
0	0	0			Total Contingency	0		0		0
1,651,864	717,883	650,000	0.00		Total Department Expenses	647,500	0.00	582,500	0.00	0
Revenues										
747,171	(52,691)	50,000		6000	Beginning Balance	45,000		30,000		0
0	0	0		7200	COP Proceeds	0		0		0
2,002	2,906	0		6800	Interest Income	2,500		2,500		0
100,000	100,000	100,000		7910	Transfer from General Fund	100,000		50,000		0
750,000	650,000	500,000		7920	Transfer from Other Funds	500,000		500,000		0
1,599,173	700,215	650,000			Total Revenues	647,500		582,500		0
Net Cost of Program										
(52,691)	(17,668)	0			Expenditures less Revenue	0		0		0

**Polk County
Adopted Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Revenue**

210 Public Works	(Fund)
Revenue for all departments	

FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Adopted	Divn Num.	Acct. Num.	Description	FY 24-25 Requested	FY 24-25 Proposed	FY 24-25 Approved	Division
Revenues									
2,759,970	4,103,313	5,700,000	610	6000	Beginning Fund Balance	4,500,000	4,500,000		Administration
0	0	0	610	6130	State Operating Grant	0	0		Administration
71,670	143,079	50,000	610	6300	Charges for Services	40,000	40,000		Administration
15,031	85,027	50,000	610	6800	Interest Income	75,000	75,000		Administration
20	2,085	0	610	6990	Miscellaneous	0	0		Administration
750,000	0	0	610	7920	Transfer from another Fund	0	0		Administration
128,934	156,724	140,000	620	6300	Charges for Services	150,000	150,000		County Shops
0	0	0	620	7100	Proceeds from Sale of Assets	0	0		County Shops
0	0	175,000	630	6110	Federal Awards	0	0		Road Maintenance
122,799	131,703	125,000	630	6120	Federal Payment in Lieu of Tax	125,000	125,000		Road Maintenance
0	0	0	630	6130	State Operating Grant	0	0		Road Maintenance
0	0	150,000	630	6140	State Shared Revenues	300,000	300,000		Road Maintenance
6,774,456	7,023,849	7,200,000	630	6142	State Shared Rev.-Gas Tax	7,400,000	7,400,000		Road Maintenance
430,680	193,518	200,000	630	6300	Charges for Services	200,000	200,000		Road Maintenance
0	250	0	630	6750	Settlements	0	0		Road Maintenance
5,077	456	0	630	6990	Miscellaneous	0	0		Road Maintenance
6,550	397	15,000	630	7100	Proceeds from Sale of Assets	15,000	15,000		Road Maintenance
356,302	20,750	150,000	630	7910	Transfer General Fund	150,000	150,000		Road Maintenance
78,098	0	0	630	7920	Transfer from another Fund	0	0		Road Maintenance
0	0	450,000	640	6110	Federal Awards	545,000	545,000		Road Construction
57,474	0	950,000	640	6130	State Operating Grant	870,000	870,000		Road Construction
0	0	0	640	6140	State Shared Revenues	0	0		Road Construction
68,120	70,648	72,000	640	6142	State Shared Rev-Bike Paths	73,000	75,000		Road Construction
226,031	538,282	1,400,000	640	6170	Intergovernmental Local Gov	340,000	340,000		Road Construction
0	0	0	640	6750	Settlements	0	0		Road Construction
174,157	152,380	75,000	650	6300	Charges for Services	60,000	60,000		Survey
0	0	0	650	6990	Miscellaneous	0	0		Survey
0	0	0	650	7100	Proceeds from Sale of Assets	0	0		Survey
28,134	19,367	12,000	655	6300	Charges for Services	12,000	12,000		Engineering
0	0	0	655	6990	Miscellaneous	0	0		Engineering
12,053,503	12,641,828	16,914,000	Fund Total			14,855,000	14,857,000	0	

**PCPW
2023
ANNUAL
REPORT**





Polk County Public Works

820 SW Ash St.
Dallas, OR 97338
Ph: (503) 623-9287
Fax: (503) 623-0897
<https://www.co.polk.or.us/pw>

Office Hours:

Monday - Friday
8:00 a.m. - 5:00 p.m.
(Closed for Lunch 12-1)

After Hours Emergency:

To report an
after-hours emergency,
Call (503) 510-1509

Polk County Public Works 2023 Annual Report

Questions and/or comments about this report should be directed to Heather Chase, Public Works Administrative Services Manager, at (503) 623-9287 or chase.heather@co.polk.or.us.

Title VI and Americans with Disabilities Act (ADA) Information:

It is Polk County's policy to assure that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964, as amended, be excluded from participation in, be denied the benefits of, or otherwise be discriminated against under any County sponsored program or activity. For additional questions regarding Polk County's Title VI Policies, or for interpreter or translation services for non-English speakers, or otherwise making materials available in an alternate format, contact Heather Chase, Public Works Administrative Services Manager, at (503) 623-9287 or chase.heather@co.polk.or.us. Hearing/speech impaired may call 711.

Message from the Director

The men and women of Polk County's Public Works Department are dedicated to providing the essential services needed to ensure that the nearly 500 miles of roads, 122 bridges, and over 330 pieces of equipment and vehicles within our care are designed, built, maintained and repaired to support the high quality transportation system Polk County residents and businesses expect and deserve.

Polk County is ranked 12th for population growth among other Oregon counties, steadily increasing by over 6 percent between 2020 and 2022 according to Portland State University. With this rapid growth, Public Works staff prioritize projects that have the largest preservation benefit, while continuing to provide improved safety and needed infrastructure that will be effective for years to come with proper maintenance.

Additionally, partnerships with other County departments, non-government organizations, cities, the state, federal, tribal and local agencies are important because they enable us to pool our resources and work collaboratively for the region. Together, these approaches help us efficiently utilize funds and stretch our resources.

The members of the Polk County Public Works Department are proud to serve you, and I am fortunate to have the opportunity to lead such a talented and dedicated team in their efforts. We hope you find this annual report interesting and helpful as it summarizes the projects, services, and accomplishments that were provided by Public Works in 2023. If you have questions regarding the services being provided, comments or suggestions for changes, or just want to let us know how we are doing, please contact me at (503) 623-9287.

Sincerely,



Todd Whitaker, PE
Public Works Director

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BOARD OF COMMISSIONERS
Craig Pope
Jeremy Gordon
Lyle Mordhorst

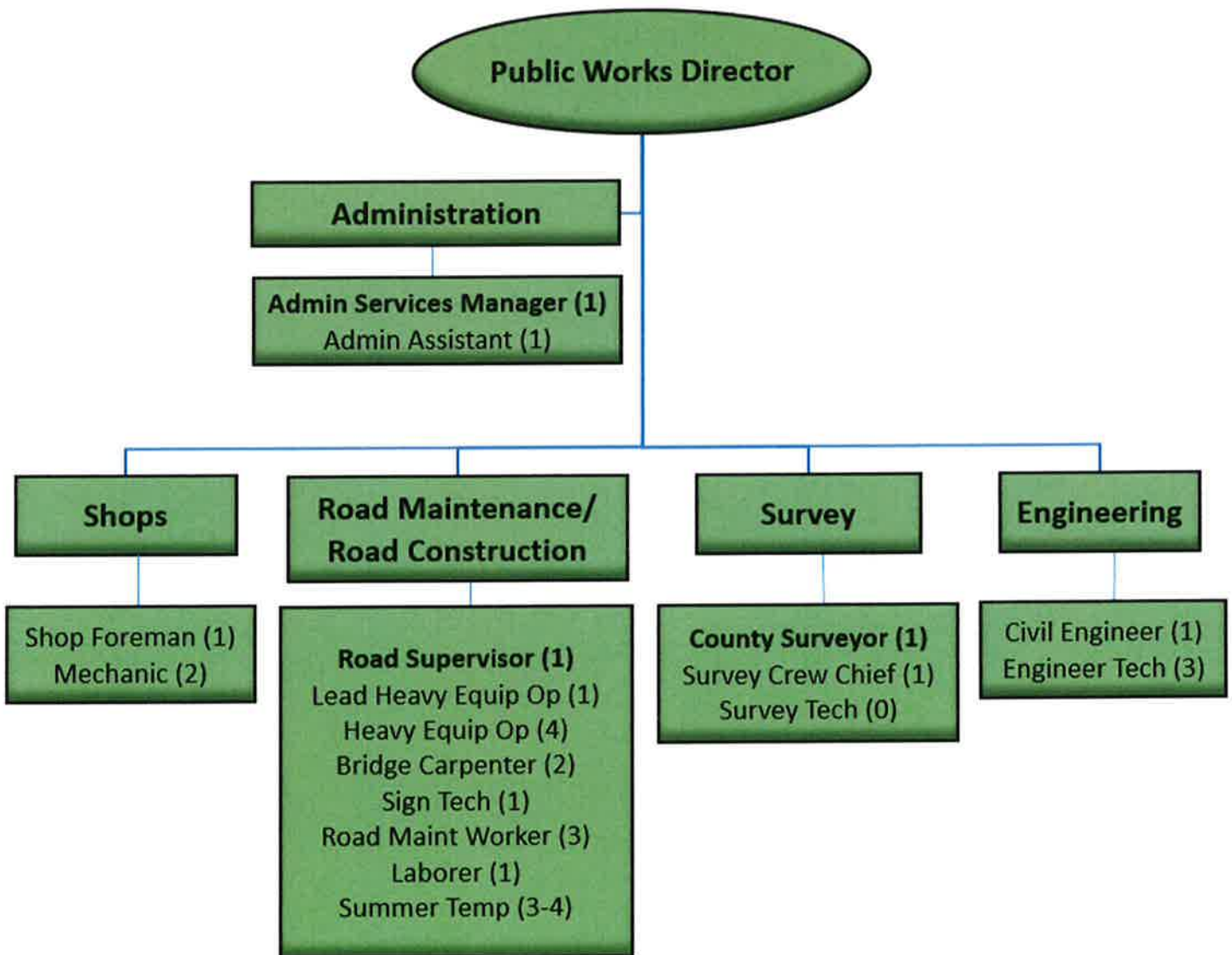
Greg Hansen, Admin Officer
Morgan Smith, County Counsel

Organizational Chart

The Polk County Public Works Department provides a wide variety of services.
The Department is divided into six (6) divisions:

- Administration
- Shops
- Road Maintenance
- Road Construction
- Engineering
- Surveying

These divisions work together to coordinate services and to enhance the quality of life to our residents, businesses and visitors by providing safe, reliable and effective service consistent with the expectations of the community.

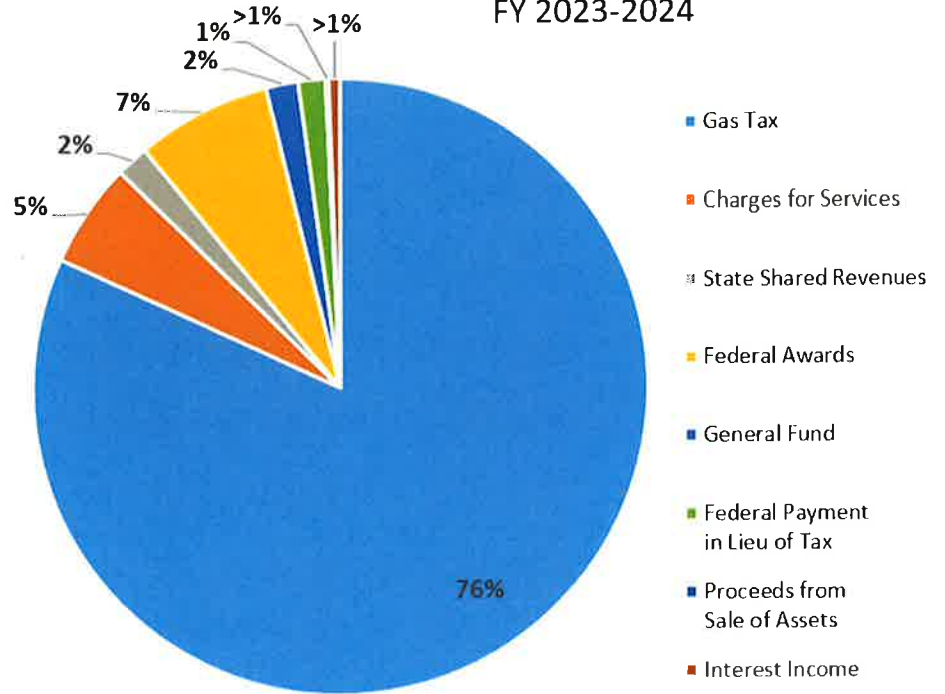


Public Works Funding

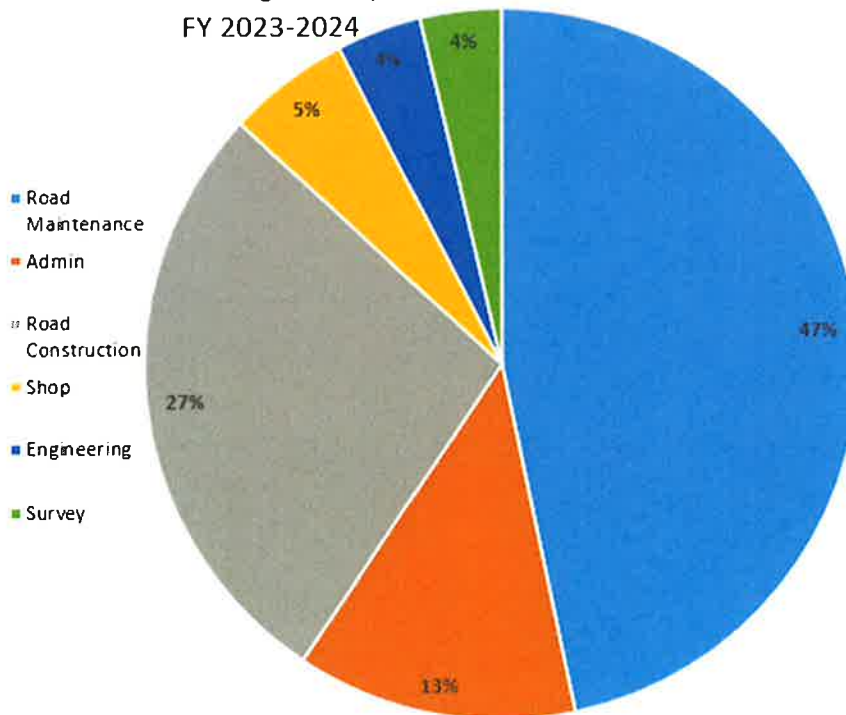
Public Works is primarily funded by State Gas taxes. These funds are used for the road construction, planning, maintenance, and operations of the unincorporated road network. State Gas Taxes are separate from the Polk County General Fund, which is funded by Property Taxes.

In addition to gas tax funding streams, the department also actively seeks funding through federal, state, and local grants. These additional funding sources are vital to leveraging tax dollars and service charges in order to complete projects and continue necessary programs.

Public Works Budgeted Revenues
FY 2023-2024



Public Works Budgeted Expenditures
FY 2023-2024

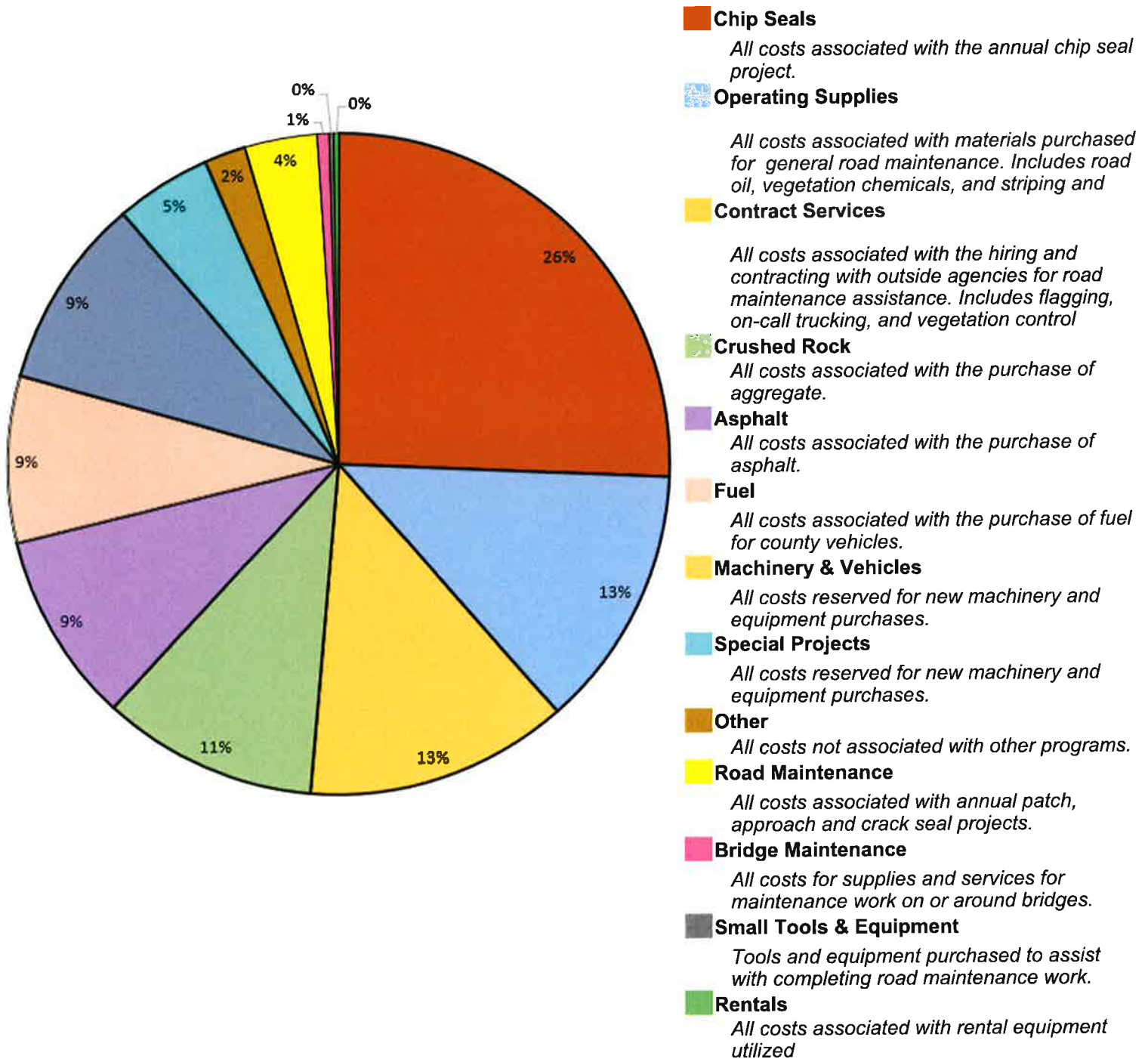


For Fiscal Year 23-24 our projected beginning fund balance was approximately \$5.7M, bringing the proposed Public Works Budget to just under \$17M.

With set annual budgets and utilization of grants, the department believes its long-term financial outlook is sustainable and able to keep up with the growth of the community.

Public Works Funding (continued)

The Road Maintenance budget is the largest budget within Public Works. Below is a breakdown of the Materials & Services budgeted for FY 2023-2024.



Administration

Polk County Public Works Administration staff are the first point of contact when citizens contact the Public Works Department. It is their job to assure that the needs of Polk County's citizens are addressed in a helpful and efficient manner. They are here to assist with questions, complaints and permitting needs, to help schedule meetings and send out notifications to the public. If they can't help, they will direct you to the people who can. Whether you contact the department by phone, write a letter or e-mail, or walk in the door, our Administrative staff are here to help you.



In addition to providing excellent customer service to the public, Public Works Administration provides department-wide administrative support. They administer the budget and contracts for the department, perform all accounts payable and receivable functions, manage personnel/time records for the department, track all work performed on County roads and equipment, and manage the Adopt-A-Road Program, Special Event Permitting, Motor Carrier Permitting, Private Maintenance Agreements, and Tourism and Directional Sign applications.

Shops

The County operates a variety of over 330 types of vehicles and equipment including passenger vehicles, patrol vehicles, pick-ups, large trucks, heavy equipment, Marine Patrol and Search and Rescue vehicles, various types of trailers, mowers, welders, compressors, and generators. Polk County Public Works Shops staff are responsible for the maintenance, repair, purchase and disposal of these vehicles and equipment.

The County Shops staff is trained and licensed to certify all vehicles in the fleet meet DOT standards and pass inspections. It is the goal of this division to provide the necessary service and repair of all County owned equipment in a manner which is competitive with outside service alternatives.



The Shops staff also assist in the purchase and specification process when replacing capital equipment for the Public Works Department. In 2023, the Public Works equipment purchases included:

- ◇ Energreen Brusher w/ multiple attachment heads.
- ◇ 5-Yard Sander Truck

Engineering

Public Works Engineering division is responsible for a variety of duties, including all facets of design, construction, maintenance, and management of County owned transportation facilities for the benefit of the traveling public.

Engineering provides the following services:

- Planning, design and administration of the construction of construction projects.
- Advertising and bidding on construction projects.
- Project documentation and record keeping.
- Preparation of grant applications and administration of federal and state grants.
- Review, inspection and approval of all work performed within the right of way.
- Management of infrastructure inventory and status of conditions.
- Plan review for new construction.
- Respond to general traffic requests and speed concerns, perform traffic counts, speed studies, and accident frequency analysis as needed.
- Management of the County's sign, striping and bridge maintenance projects.
- Maintain traffic databases and accident investigation records.
- Construction Permitting in Right-of-Way.

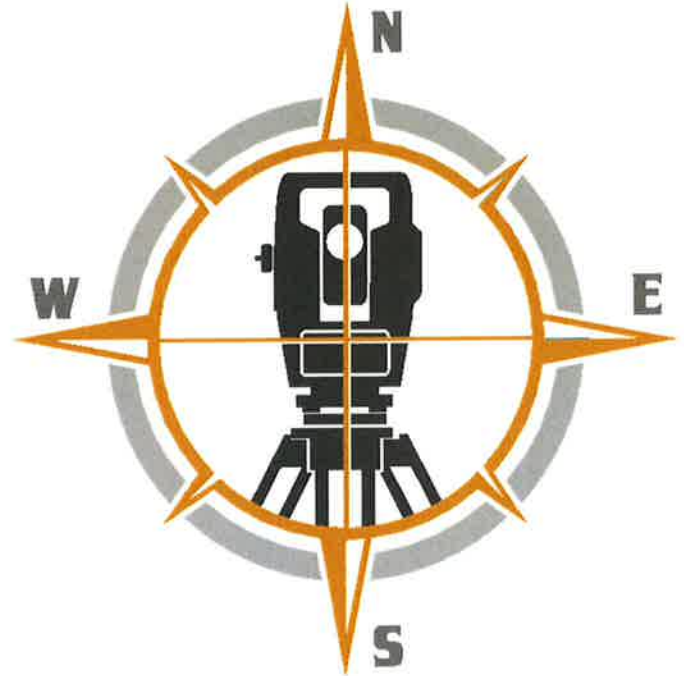


Survey

The County Surveyor's Office is responsible for maintaining accurate land survey records for Polk County.

WHAT THE SURVEY DIVISION DOES:

- Review subdivision maps, Records of Survey and Corner Records for compliance with Oregon statutes and County requirements, mathematical accuracy, visual clarity, easements, encroachments and other potential issues, then add them to the survey records.
- Maintain records and indexes of survey related documents as required by state law.
- Provide survey related information to the public.
- Provide survey monument preservation research for County capital improvement projects.
- Provide Right-of-Way information for the Public Works Department.
- Maintain list of publicly maintained roads.
- Right-of-Way Acquisition.
- Road Downgrades/Vacations.
- Public Land Corner Preservation



WHAT THE SURVEY DIVISION DOESN'T DO:

- Surveys for private property owners.
- Recommend private surveyors.

Road Maintenance

The Polk County Public Works Road Maintenance Division maintains approximately 500 miles of paved and gravel roadways, over 120 bridges, and over 5900 culverts. When fully staffed, there are 13 permanent full-time Road Maintenance staff, which is an equivalent of 39 miles of road, as well as 9 bridges maintained, per Road Worker.

Within Polk County there are city and state roads that are out of our jurisdiction and maintained by their own governing agency. The Road Construction Division is reserved for building new roads, converting gravel roads to paved roads, and special projects, like bridge replacements.



Road Crew members prepping a road approach for paving.

Erosion prevention project around a the base of a Polk County bridge.



Road maintenance duties include:

- Repairs to the road surface
- Checking and repairing bridges
- Striping pavement
- Sign maintenance and repair
- Controlling vegetation
- Cleaning and maintaining drainage ditches
- Hauling, placing, and grading rock
- Plowing and de-icing
- Emergency response

The Road Maintenance Division makes it possible for the public to travel safely and conveniently to work, school, and play,

without worrying about the roads that take them to their destinations.

Chip Seal Program



Asphalt Chip Seal Before/After

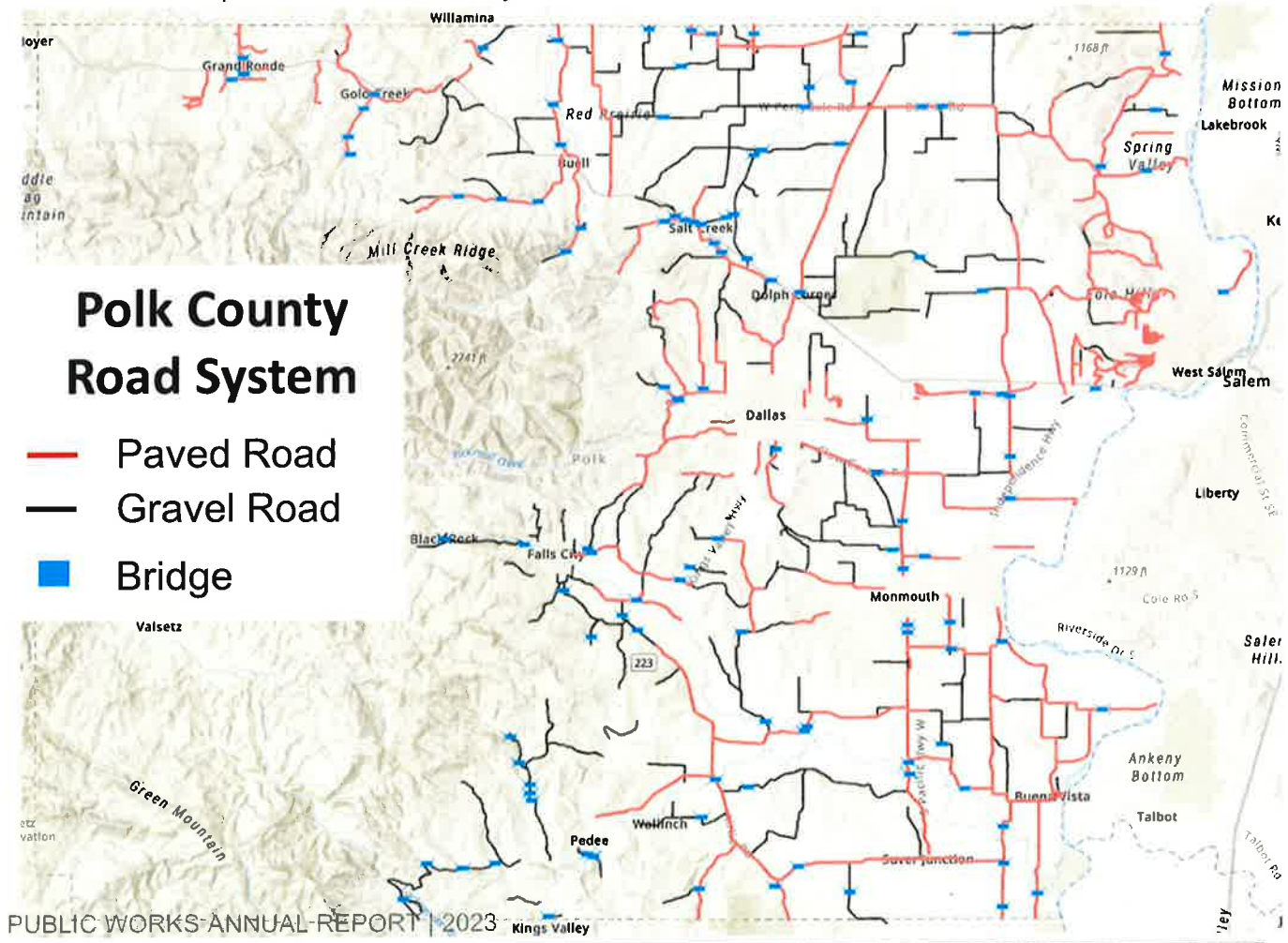
Between 2006 and 2008 Polk County paved approximately 180 miles of County roads as part of the road bond approved by taxpayers. Beginning in 2012, Polk County began a chip sealing program to protect this investment.



Road Crew members operating Chip Spreader

Chip Sealing is the application of emulsified asphalt and a new layer of gravel on the paved surface. Chip sealing is a key part of Polk County's preservation and preventative maintenance program to maximize the life of these paved roads and to protect the public investment in the most cost-effective manner. The treatment extends the life of each road by seven to ten years and provides a new sealed surface, at a fraction of the cost of a standard asphalt overlay.

Since 2012, the County has chip sealed over 260 miles of paved roads. Including 36.16 miles completed in 2023. Summer 2024, Polk County will be completing our annual Chip Seal Project on approximately 29.06 miles focused in the northeast quadrant of the County.



2023 Highlights



- 101 Service Requests Completed
- 848 Over Dimension Permits Issued
- 88 Access Permit Apps Reviewed
- 304 Work in ROW Permits Issued
- 88 Private Maintenance Agreements
- 5 Special Event Permits Processed

- 2 Adopt a Road Events
- 84 Dust Control Permits Processed
- 55 Records of Surveys Filed
- 23 Partition Plats Filed
- 4 Subdivision Plats Filed
- 74 Corner Restorations

COMPLETED: Grand Ronde Rd. Reconstruction

Grand Ronde Rd. N received a full depth reconstruction during the summer of 2023. Civil West Engineering services developed the plans and oversaw the construction along with Polk County staff. K&E Excavation was the winning bidder for the construction, and the project was delivered on time and under budget.

Yamhill County Public Works reimbursed Polk County for costs incurred on the portion of Grand Ronde Rd. located within Yamhill Co, and the Confederated Tribes of Grand Ronde reimbursed the County for 50% of construction and engineering costs as well.

Kudos to all involved for a smooth running project and an even smoother driving road surface!

Upcoming Projects...

2024 and Beyond

- ◇ **Federal Land Access Program (FLAP):** In partnership with the City of Falls City, this grant project will widen the road surface and pave Black Rock Rd. from Mitchell St. to MP 0.45 in the summer of 2024.
- ◇ **Safe Routes to Schools (SRTS) - \$880,071:** In partnership with the City of Independence, this grant provided by ODOT, will construct continuous sidewalks and bike lanes along Hoffman Rd. and Gun Club Rd., as well as crosswalk improvements on Gun Club Rd. at Marigold. Bidding was in January of 2024 and construction is anticipated in summer 2024.

But wait.... there's more:

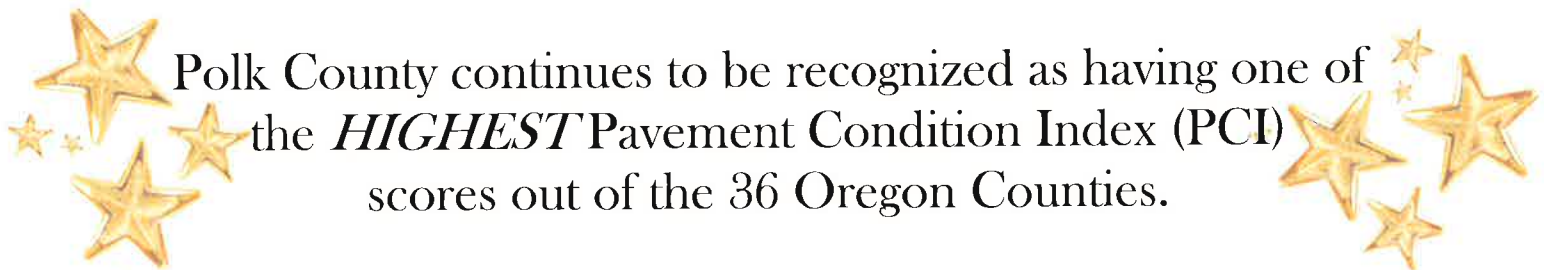
- ◇ Eagle Crest Legalization/Widening
- ◇ Gooseneck Rd. Culvert Replacement
- ◇ Approach and Patch Paving Projects
- ◇ State Farm Bridge Removal
- ◇ Clow/Riddell Intersection Warning Signs
- ◇ Nesmith Park Erosion Control Project
- ◇ Downgrades/Vacations
- ◇ Traffic ADT Count Program Rebuild
- ◇ James Howe Jurisdictional Transfer
- ◇ Horizontal Curve Warning Sign Upgrade (Countywide)
- ◇ West Salem Control Project

State Coordinated Projects

In addition to the Polk County - managed projects, Public Works is actively involved in and/or monitoring the following State projects as identified in the current 24-27 Statewide Transportation Improvement Plan (STIP) and those currently under construction:

- ◇ K13188 - OR22: Rickreall Road to Doaks Ferry Road NW
- ◇ K21566 - OR22: Perrydale Rd. to Kings Valley Highway
- ◇ K22656 - Luckiamute River, Helmick Rd. Bridge
- ◇ K22692 - Polk County Striping & Marking Improvements
- ◇ K22708 - OR99W at Bethel Rd.
- ◇ K13188 - OR22: Rickreall to Doaks Ferry Rd. NW
- ◇ K18854 - OR18: Fort Hill Road to AR Ford Rd
- ◇ K20804 - Mitchell St/Black Rock Rd Reconstruction FLAP
- ◇ K21374 - OR99W: Orrs Corner Rd to Clow Corner Rd.
- ◇ K21566 - OR 22: Perrydale Road to Kings Valley Highway





Polk County continues to be recognized as having one of the *HIGHEST* Pavement Condition Index (PCI) scores out of the 36 Oregon Counties.

In an email dated September 25, 2023 from Joel Condor, Senior Project manager for Capital Asset & Pavement Services to Public Works Director Todd Whitaker, Mr. Condor writes:

Good morning Todd,

Just wanted to reach out to you this morning and let you know we finished your pavement ratings last Friday. I also wanted to let you know that I have been rating pavements since 1989 (34 years), and have never seen an entire road system in that good of a condition.

I know we were involved in getting that road bond passed many years ago that addressed most of the county's pavement needs. What I was most impressed with was your ability to maintain it at such a high level.

Your chip seal program was spot on from the quality of the aggregate to the proper oil shot rate. The rock retention is amazing as well as the proper fog seal placement. All-in-all your chip seal program has a great looking, and riding finished product that you should be very proud of.

I have never written an email like this before and most likely never will compliment someone on the condition of their entire road network. Kudos to you Todd and your road department staff for having by far and away the best road network in the entire state.

*Keep up the great work,
Joel Condor*



In response to this accolade, at their meeting on November 29, 2023, the Polk County Board of Commissioners presented Todd Whitaker and the Public Works Department with a framed certificate and commended them on their great work!

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
Public Works	Public Works	Administration

Program Description:

Administrative support services of the department including purchasing, customer service, accounts payable, and accounts receivable.

Program Goals or Objectives:

- Process administrative and fiscal matters in an expeditious and professional manner.
- Respond to citizen inquiries.
- Maintain administrative and road files.
- Maintain computer database and assist other sections in increasing administrative efficiency.

Descriptive Statistics:

Indicator	Actual 20-21	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Service Request Entries	253	204	226	250	250
Adopt-A-Road	77	74	73	75	75
Private Maintenance Renewals	88	84	84	85	72
Dust Control	74	92	84	80	80
Annual Oversize Permits	956	1,032	903	1,000	1,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

210 Public Works	(Fund)
610 Public Works Administration	(Divn)
610 Public Works	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
39,548	42,604	47,652	1.00	8010	Clerical/Admin. Specialist	54,574	1.00	54,574	1.00		
59,928	72,676	70,620	1.00	8040	Management/Supervisory	74,532	1.00	74,532	1.00		
142,980	147,150	148,000	1.00	8050	Department Head	155,928	1.00	155,928	1.00		
0	0	1,000		8080	Temporary/Part-Time	1,000		1,000			
6,726	15,700	7,500		8090	Overtime	7,500		7,500			
249,182	278,130	274,772	3.00		Total Salaries	293,534	3.00	293,534	3.00	0	0.00
65,417	63,794	78,310		8110	PERS-Retirement	83,657		83,657		0	
0	0	6,869		8115	PERS - Assessment	7,338		7,338		0	
18,616	20,955	21,020		8120	Social Security/Medicare	22,455		22,455		0	
53,710	57,455	64,500		8140	Insurance	64,500		64,500		0	
1,228	1,371	1,374		8150	Unemployment	1,468		1,468		0	
250	1,030	550		8160	Workers Comp. Insurance	587		587		0	
388,403	422,735	447,395	3.00		Total Personal Services	473,540	3.00	473,540	3.00	0	0.00
4,264	2,494	3,000		8210	Office Supplies	3,000		3,000			
1,345	1,728	0		8220	Operating Supplies	0		0			
3,326	4,435	4,000		8240	Software & Maintenance	4,000		4,000			
34,578	4,691	3,000		8250	Small Tools & Minor Equipment	3,000		3,000			
707	1,738	1,000		8310	Advertising and Printing	1,000		1,000			
4,763	3,634	5,000		8320	Photocopying	5,000		5,000			
556	1,338	1,500		8330	Postage	1,500		1,500			
7,944	8,605	10,000		8340	Telephone	10,000		10,000			
8,666	4,086	7,500		8350	Utilities	7,500		7,500			
0	5,895	0		8370	Settlements	0		0			
5,794	7,192	4,000		8410	Dues, Memberships & Publicatns	4,000		4,000			
1,801	161	1,500		8420	Workshops and Conferences	1,500		1,500			
0	0	250		8430	Transportation	250		250			
19,783	13,010	40,000		8510	Professional Services	40,000		40,000			
587	751	0		8540	Contract Services	0		0			
0	0	0		8580	Special Projects	0		0			
53,507	53,437	50,000		8610	Repairs and Maintenance	50,000		50,000			
15	89	0		8790	Misc. Department Expense	0		0			
91,000	97,500	145,000		8820	Insurance Interdepartmental	160,000		160,000			
218,945	219,216	238,333		8830	Management Services Interdept.	290,650		290,650			
123,299	128,504	145,159		8840	Information Services Interdept	161,086		161,086			
580,880	558,504	659,242			Total Materials and Services	742,486		742,486		0	
733,116	7,447	0		8920	Buildings	0		0		0	
0	932	0		8948	Computers & Attachments	0		0		0	
733,116	8,379	0			Total Capital Outlay	0		0		0	
400,000	500,000	500,000		9883	Transfer to P.W. Construction Fund	500,000		500,000			
400,000	500,000	500,000			Total Transfer	500,000		500,000		0	
0	0	4,312,883		9990	Contingency	2,632,776		3,104,854			
0	0	4,312,883			Total Contingency	2,632,776		3,104,854		0	
2,102,399	1,489,618	5,919,520	3.00		Total Department Expenses	4,348,802	3.00	4,820,880	3.00	0	0.00
Revenues											
2,759,970	4,103,313	5,700,000		6000	Beginning Fund Balance	4,000,000		4,500,000			
0	0	0		6130	State Operating Grants	0		0			
71,670	143,079	50,000		6300	Charges for Services	40,000		40,000			
15,031	85,027	50,000		6800	Interest Income	75,000		75,000			
0	2,085	0		6990	Miscellaneous	0		0			
750,000	0	0		7920	Transfer from another Fund	0		0			
3,596,671	4,333,504	5,800,000			Total Revenues	4,115,000		4,615,000		0	
Net Cost of Program											
(1,494,272)	(2,843,886)	119,520			Expenditures less Revenue	233,802		205,880		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
Public Works	Public Works	Shop

Program Description:

Maintenance of County owned vehicles and equipment. Includes minor and major services; repairs to tires and operating systems; and oversight of outside repair and part services.

Responsible for control and monitoring of County fuel usage and requirements.

Maintain preventative maintenance program and respond to road service calls as needed.

Program Goals or Objectives:

- Expedite repairs and service of County fleet while insuring maximum utilization of resources.
- Troubleshoot and diagnose vehicle and equipment problems to minimize downtime.
- Maintain effective preventive maintenance program to insure that all vehicles are in operable condition as often as possible.

Descriptive Statistics:

Indicator	Actual 20-21	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Repairs & Maintenance	335,690	272,068	267,921	250,000	250,000
Vehicles Maintenance - Sheriff	25,327	33,476	27,463	25,000	25,000
Vehicles Maintenance - Motor Pool	9,782	9,357	27,463	10,000	10,000
Total number of mechanics	3	3	3	3	3
Revenue	133,475	128,954	156,744	140,000	140,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

210 Public Works	(Fund)
620 County Shops	(Divn)
610 Public Works	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.	FY 24-25	FY 24-25	FY 24-25					
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
120,840	134,184	140,000	2.00	8020	Laborer	147,004	2.00	147,004	2.00		
70,506	76,518	80,000	1.00	8040	Management/Supervisory	82,000	1.00	82,000	1.00		
0	0	0		8080	Temporary/Part-Time	0		0			
5,560	9,237	7,500		8090	Overtime	10,000		10,000			
196,906	219,939	227,500	3.00		Salaries	239,004	3.00	239,004	3.00	0	0.00
61,439	68,466	67,113		8110	PERS-Retirement	70,506		70,506		0	
0	0	5,688		8115	PERS - Assessment	5,975		5,975		0	
15,044	17,157	17,404		8120	Social Security/Medicare	18,284		18,284		0	
49,424	50,581	60,000		8140	Insurance	60,000		60,000		0	
1,002	1,118	1,138		8150	Unemployment	1,195		1,195		0	
3,845	4,296	4,550		8160	Workers Comp. Insurance	4,780		4,780		0	
327,660	361,557	383,392	3.00		Total Personal Services	399,744	3.00	399,744	3.00	1	0.00
10	0	0		8210	Office Supplies	0		0			
1,796	(9,501)	4,000		8220	Operating Supplies	4,000		4,000			
754	18,379	5,000		8225	Fuels and Lubricants	5,000		5,000			
0	0	0		8240	Software & Maintenance	0		0			
1,800	8,686	5,000		8250	Small Tools & Minor Equipment	5,000		5,000			
0	0	0		8340	Telephone	0		0			
5,153	4,640	0		8350	Utilities	0		0			
0	0	0		8410	Dues, Memberships & Publications	0		0			
0	0	2,000		8420	Workshops & Conferences	2,000		2,000			
0	0	500		8510	Professional Services	500		500			
4,939	3,978	5,000		8540	Contract Services	5,000		5,000			
0	0	1,500		8580	Special Projects	1,500		1,500			
272,068	267,921	250,000		8610	Repairs and Maintenance	250,000		250,000			
33,476	27,463	25,000		8612	Vehicle Maint.-Sheriff	25,000		25,000			
9,357	8,597	10,000		8614	Vehicle Maint.-General Serv.	10,000		15,000			
0	392	5,000		8616	Vehicle Set-up	5,000		5,000			
329,353	330,555	313,000			Total Materials and Services	313,000		318,000		0	
0	0	5,000		8942	Machinery	5,000		5,000			
0	0	0		8944	Vehicles	0		0		0	
0	0	5,000			Total Capital Outlay	5,000		5,000		0	
657,013	692,112	701,392	3.00		Total Department Expense	717,744	3.00	722,744	3.00	1	0.00
Revenues											
128,934	156,724	140,000		6300	Charges for Services	150,000		150,000			
0	0	0		6750	Settlements	0		0		0	
20	20	0		6990	Micellaneous	0		0		0	
0	0	0		7100	Proceeds from Sale of Assets	0		0		0	
128,954	156,744	140,000			Total Revenues	150,000		150,000		0	
Net Cost of Program											
528,059	535,368	561,392			Expenditures less Revenue	567,744		572,744		1	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
Public Works	Public Works	Road Maintenance

Program Description:

Maintain County road system, including paved and gravel roads, bridges, culverts, signs and Maintain County's roadside vegetation programs.

Program Goals or Objectives:

- Maintain gravel and paved roads to control washboard, rutting, cracking, and potholing.
- Repair bridges to ensure safe conditions.
- Accomplish ditching and culvert cleaning.
- Replace poor signs to ensure visibility and safety of motorists.

Descriptive Statistics:

Indicator	630	Actual 20-21	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Operating Supplies	8220	293,930	568,030	267,412	550,000	550,000
Fuels & Lubricants	8225	179,594	352,108	306,038	350,000	350,000
Small Tool/Equip	8250	4,269	10,802	13,186	10,000	10,000
Contract Services	8540	454,928	391,182	350,487	550,000	550,000
Road Maintenance	8630	91,965	142,184	33,362	150,000	150,000
Bridge Maintenance	8631	31,884	48,428	5,633	25,000	25,000
Chip Seals	8632	714,132	186,994	859,331	1,100,000	1,100,000
Asphalt	8634	0	587	291,606	400,000	400,000
Crushed Rock	8636	292,430	336,581	466,410	450,000	450,000
Rentals	8660	16,643	4,576	21,643	10,000	10,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

210 Public Works	(Fund)
630 Road Maintenance	(Divn)
610 Public Works	(Dept)

FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25		FY 24-25		FY 24-25	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
636,167	711,041	720,000	13.00	8020	Laborer	820,000	13.00	820,000	13.00		
20,350	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
94,716	93,663	96,000	1.00	8040	Management/Supervisory	104,840	1.00	104,840	1.00		
29,472	21,899	30,000		8080	Temporary/Part-Time	30,000		30,000			
70,142	99,156	75,000		8090	Overtime	75,000		75,000			
850,847	925,759	921,000	14.00		Salaries	1,029,840	14.00	1,029,840	14.00	0	0.00
216,690	227,650	230,250		8110	PERS-Retirement	257,460		257,460		0	
0	0	23,025		8115	PERS - Assessment	25,746		25,746		0	
63,157	70,907	70,457		8120	Social Security/Medicare	78,783		78,783		0	
225,030	245,451	294,000		8140	Insurance	294,000		294,000		0	
4,269	4,648	4,605		8150	Unemployment	5,149		5,149		0	
37,410	39,684	59,865		8160	Workers Comp. Insurance	66,940		66,940		0	
1,397,403	1,514,099	1,603,202	14.00		Total Personal Services	1,757,918	14.00	1,757,918	14.00	0	0.00
0	128	500		8210	Office Supplies	500		500			
568,030	267,412	550,000		8220	Operating Supplies	550,000		550,000			
352,108	306,038	350,000		8225	Fuels & Lubricants	350,000		350,000			
1,220	0	1,500		8240	Software & Maintenance	1,500		1,500			
10,802	13,186	10,000		8250	Small Tools & Minor Equip	10,000		10,000			
0	0	500		8310	Advertising & Printing	500		500			
852	915	2,000		8340	Telephone	2,000		2,000			
24,244	19,896	20,000		8350	Utilities	20,000		20,000			
2,111	6,433	3,500		8420	Workshops and Conferences	3,500		3,500			
2,487	2,887	5,000		8510	Professional Services	5,000		5,000			
391,182	350,467	550,000		8540	Contract Services	550,000		550,000			
0	64,552	200,000		8580	Special Projects	200,000		200,000			
177	24,388	5,000		8610	Repairs & Maintenance	5,000		5,000			
477	(55)	0		8616	Vehicle Set-up	0		0			
142,184	33,362	150,000		8630	Road Maintenance	150,000		150,000			
48,428	5,633	25,000		8631	Bridge Maintenance	25,000		25,000			
186,994	859,331	1,100,000		8632	Chip Seals	150,000		150,000			
0	0	50,000		8633	Slide Repair	50,000		50,000			
587	291,606	400,000		8634	Asphalt	600,000		600,000			
336,581	466,410	450,000		8636	Crushed Rock	450,000		450,000			
4,576	21,643	10,000		8660	Rentals	10,000		10,000			
0	0	0		8730	Misc. Fees and Premiums	0		0		0	
2,073,040	2,734,252	3,883,000			Total Materials and Services	3,133,000		3,133,000		0	
176,819	148,151	300,000		8942	Machinery	1,120,000		1,100,000			
118,223	123,612	100,000		8944	Vehicles	50,000		50,000			
295,042	271,763	400,000			Total Capital Outlay	1,170,000		1,150,000		0	
3,765,485	4,520,114	5,886,202	14.00		Total Department Expense	6,060,918	14.00	6,040,918	14.00	0	0.00
Revenues											
0	0	175,000		6110	Federal Awards	0		0			
122,799	131,703	125,000		6120	Federal Payment in Lieu of Tax	125,000		125,000			
0	0	0		6130	State Operating Grants	0		0			
0	896,624	150,000		6140	State Shared Revenues	300,000		300,000			
6,774,456	7,023,849	7,200,000		6142	State Shared Revenues-Excise Tax	7,300,000		7,400,000			
443,488	193,516	200,000		6300	Charges for Services	200,000		200,000			
0	250	0		6750	Settlements	0		0			
5,077	456	0		6990	Miscellaneous	0		0			
6,550	397	15,000		7100	Proceeds from Sale of Assets	15,000		15,000			
356,302	20,760	150,000		7910	Transfer from General Fund	150,000		150,000			
78,098	0	0		7920	Transfer from another Fund	0		0		0	
7,786,770	8,267,555	8,015,000			Total Revenues	8,090,000		8,190,000		0	
Net Cost of Program											
(4,021,285)	(3,747,441)	(2,128,799)			Expenditures less Revenue	(2,029,082)		(2,149,082)		0	

ROAD MAINTENANCE - MATERIALS & SERVICES			Months remaining
Line Item	Description	24-25 Proposed	FY 23-24 Adopted
8220	Operating Supplies	\$ 550,000	\$ 550,000
PWO-21	Road Oil Materials	\$ 150,000	\$ 150,000
PWO-22	Sign Materials	\$ 50,000	\$ 50,000
PWO-23	Striping Materials	\$ 260,000	\$ 260,000
PWO-24	Ice Chemicals	\$ 15,000	\$ 15,000
PWO-25	Vegetation Chemicals	\$ 50,000	\$ 50,000
PWO-99	Op. Sup. - Misc.	\$ 25,000	\$ 25,000
8225	Fuels & Lubricants	\$ 350,000	\$ 350,000
8250	Small Tools & Equip	\$ 10,000	\$ 10,000
8540	Contract Services	\$ 550,000	\$ 550,000
PWC-41	Deicer Application	\$ 10,000	\$ 10,000
PWC-42	Vegetation Mnmt	\$ 60,000	\$ 60,000
PWC-45	Flagging	\$ 230,000	\$ 230,000
PWC-46	Striping Labor	\$ 60,000	\$ 60,000
PWC-47	On Call Trucks	\$ 80,000	\$ 80,000
PWC-48	On Call Equipment	\$ 20,000	\$ 20,000
PWC-49	Rock Testing	\$ 10,000	\$ 10,000
PWC-99	Contract Svcs - Misc	\$ 80,000	\$ 80,000
8630	Road Maintenance	\$ 150,000	\$ 150,000
PWR-35	Patch Paving	\$ 30,000	\$ 30,000
PWR-36	Culverts	\$ 20,000	\$ 20,000
PWR-37	Crack Seal	\$ 10,000	\$ 10,000
PWR-39	Approach Paving	\$ 75,000	\$ 75,000
PWR-99	Road Maint - Misc	\$ 15,000	\$ 15,000
8631	Bridge Maintenance	\$ 25,000	\$ 25,000
8632	Chip Seals	\$ 150,000	\$ 1,100,000
8634	Asphalt	\$ 600,000	\$ 400,000
8636	Crushed Rock	\$ 450,000	\$ 450,000
8660	Rentals	\$ 10,000	\$ 10,000
Total		\$ 2,845,000	\$ 3,595,000

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION		
Public Works	Public Works		Road Construction		
Program Description:					
<p>Created to track road construction versus routine maintenance. Projects in the past have included the overlays on Falls City Road, Clow Corner Road, HBRR projects, Ballston RR Crossing and Talmadge Road Bike/Ped Improvements</p> <p>Also, track bike path monies in this division.</p>					
Program Goals or Objectives:					
<ul style="list-style-type: none"> To address road construction projects in the County and budget/track accordingly. 					
Descriptive Statistics:					
Indicator	Actual 20-21	Actual 21-22	Actual 22-23	Estimated 23-24	Projected 24-25
Road Construction Expenses	1,036,447	612,182	1,065,339	3,250,000	1,570,000

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

210 Public Works	(Fund)
640 Road Construction	(Divn)
610 Public Works	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25			
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	
								Approved	FTE	
Expenditures										
0	0	0		8020	Laborer	0		0		0
0	0	0		8090	Overtime	0		0		0
0	0	0	0.00		Total Salaries	0	0.00	0	0.00	0 0.00
0	0	0		8120	Social Security/Medicare	0		0		0
0	0	0		8150	Unemployment	0		0		0
0	0	0		8160	Workers Comp. Insurance	0		0		0
0	0	0	0.00		Total Personal Services	0	0.00	0	0.00	0 0.00
0	0	0		8220	Operating Supplies	0		0		0
0	0	500		8310	Advertising & Printing	500		500		0
0	3,922	0		8410	Dues, Memberships, Publications	0		0		0
0	58,183	25,000		8510	Professional Services	250,000		250,000		0
0	0	25,000		8540	Contract Services	25,000		25,000		0
612,182	1,065,339	3,250,000		8580	Special Projects	1,400,000		1,500,000		0
0	0	0		8610	Repairs & Maintenance	0		0		0
0	0	0		8630	Road Maintenance	0		0		0
0	0	0		8634	Asphalt	0		0		0
0	0	0		8631	Bridge Maintenance	0		0		0
0	0	0		8660	Rentals	0		0		0
68,004	66,120	65,000		8710	Loan Repayment	65,000		65,000		0
0	0	0		8720	Finance Charges	0		0		0
0	0	0		8730	Misc. Fees and Premiums	0		0		0
0	0	0		8790	Misc. Dept. Expenses	0		0		0
680,186	1,193,564	3,365,500			Total Materials and Services	1,740,500		1,840,500		0
116	0	10,000		8910	Land	10,000		10,000		0
0	0	80,000		8932	Bike Path Reserve	170,000		80,000		0
0	0	0		8942	Machinery	0		0		0
116	0	90,000			Total Capital Outlay	180,000		90,000		0
680,302	1,193,564	3,455,500	0.00		Total Department Expenses	1,920,500	0.00	1,930,500	0.00	0 0.00
Revenues										
0	0	450,000		6110	Federal Awards	545,000		545,000		0
57,474	0	950,000		6130	State Operating Grants	670,000		670,000		0
0	0	0		6140	State Shared Revenue	0		0		0
68,120	70,648	72,000		6142	State Shared Rev.-Bike Path	73,000		75,000		0
226,031	538,282	1,400,000		6170	Intergovernmental Local Govt.	340,000		340,000		0
0	0	0		6300	Charges for Services	0		0		0
0	0	0		6750	Settlements	0		0		0
0	0	0		7120	Loan Proceeds	0		0		0
0	0	0		7910	Transfer from General Fund	0		0		0
0	0	0		7920	Transfer from Other Fund	0		0		0
351,625	608,930	2,872,000			Total Revenues	1,628,000		1,630,000		0
Net Cost of Program										
328,677	584,634	583,500			Expenditures less Revenue	292,500		300,500		0

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
Public Works	Public Works	Survey

Program Description:

Receive, index, file, and provide public access to surveys offered for recording. Performs subdivision and partition checks as required. Perform surveys of roads or other County properties as needed. Collect field data for use in the design of road and bridge projects.

Manage right of way purchases.

Program Goals or Objectives:

- Receive, process, and file surveys, partitions, and subdivisions.
- Provide survey services for the County.
- Respond to requests for survey, control, and GLO/BLM data.
- Assist in functions relative to GIS.
- Maintain quick, efficient service policy towards the public.
- Ensure timely support services to other County departments.
- Scanning, archiving survey and road records.

Descriptive Statistics:

Indicator	Reviewed 2021	Reviewed 2022	Reviewed 2023	Anticipated 2024
Plats - Partitions	20	17	23	25
Plats - Subdivisions	9	9	4	8
Surveys	62	110	55	75

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

210 Public Works	(Fund)
650 Survey	(Divn)
610 Public Works	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25				
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	1,050	0	0.00	8020	Laborer	0	0.00	0	0.00		
180,473	142,582	148,000	2.00	8030	Professional/Technical	145,000	2.00	145,000	2.00		
105,098	108,455	100,000	1.00	8040	Management/Supervisory	93,000	1.00	93,000	1.00		
0	0	5,000		8080	Temporary/Part-Time	5,000		5,000			
1,034	15,380	2,500		8090	Overtime	2,500		2,500			
286,605	267,467	255,500	3.00		Total Salaries	245,500	3.00	245,500	3.00	0	0.00
82,655	77,713	74,095		8110	PERS-Retirement	71,195		71,195		0	
0	0	6,388		8115	PERS - Assessment	6,138		6,138		0	
21,330	20,419	19,546		8120	Social Security/Medicare	18,781		18,781		0	
76,426	61,084	61,500		8140	Insurance	61,500		61,500		0	
1,433	1,337	1,278		8150	Unemployment	1,228		1,228		0	
3,391	2,899	4,088		8160	Workers Comp. Insurance	3,928		3,928		0	
471,840	430,919	422,394	3.00		Total Personal Services	408,269	3.00	408,269	3.00	0	0.00
83	166	0		8210	Office Supplies	0		0			
1,439	106	3,500		8220	Operating Supplies	3,500		3,500			
3,960	4,859	3,000		8240	Software & Maintenance	3,000		3,000			
8,739	672	5,000		8250	Small Tools & Minor Equipment	5,000		5,000			
0	0	0		8320	Photocopying	0		0			
2,081	1,878	1,000		8340	Telephone	1,000		1,000			
0	0	0		8350	Utilities	0		0			
1,139	3,372	2,000		8410	Dues, Memberships & Publications	2,000		2,000			
515	75	4,000		8420	Workshops & Conferences	4,000		4,000			
0	0	0		8510	Professional Services	0		0			
0	870	20,000		8540	Contract Services	20,000		20,000			
0	0	2,000		8610	Repairs and Maintenance	2,000		2,000			
187	408	1,000		8730	Misc. Fees & Premiums	1,000		1,000			
18,143	12,406	41,500			Total Materials and Services	41,500		41,500		0	
0	0	0		8920	Buildings	0		0		0	
0	0	0		8942	Machinery	0		0		0	
0	0	0		8946	Furniture & Fixtures	0		0		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
489,983	443,325	463,894	3.00		Total Department Expenses	449,769	3.00	449,769	3.00	0	0.00
Revenues											
174,157	152,380	75,000		6300	Charges for Services	60,000		60,000			
0	0	0		6750	Settlements	0		0		0	
0	0	0		6990	Miscellaneous	0		0		0	
0	0	0		7100	Proceeds from Sale of Assets	0		0		0	
174,157	152,380	75,000			Total Revenues	60,000		60,000		0	
Net Cost of Program											
315,826	290,945	388,894			Expenditures less Revenue	389,769		389,769		0	

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
Public Works	Public Works	Engineering

Program Description:

Process permit applications from the public and utilities. Collect field data for use in the design of road and bridge projects. Perform engineering tasks for design and construction of road and bridge projects. Manage data collection of IRIS, Pavement Management, and Bridge Management software systems. Provide cost estimates and budget information for planning road and bridge projects.

Program Goals or Objectives:

- Assist in road and survey projects as needed.
- Process access permit requests and special use permits of the County road system.
- Collect data, design projects, and provide cost and budget data for project planning.
- Set up and maintain software tools to manage roads, bridges, and projects more effectively.
- Conduct pavement management, traffic counts and speed zone studies.

Descriptive Statistics:

Indicator	Actual 2021	Actual 2022	Actual 2023	Projected 2024
Access Permits Issued	81	92	88	90
Utility Permits Issued	175	214	304	275

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

210 Public Works	(Fund)
655 Engineering	(Divn)
610 Public Works	(Dept)

FY 21-22	FY 22-23	FY 23-24		Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
Expenditures										
0	1,050	0	0.00	8020	Laborer	0	0.00	0	0.00	
122,364	201,008	250,000	4.00	8030	Professional/Technical	281,450	4.00	365,000	5.00	
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00	
26,717	27,846	35,000		8080	Temporary/Part-Time	35,000		35,000		
29,289	38,568	500		8090	Overtime	20,000		20,000		
178,370	268,472	285,500	4.00		Total Salaries	336,450	4.00	420,000	5.00	0 0.00
34,527	64,600	71,375		8110	PERS-Retirement	84,113		105,000		0
0	0	7,138		8115	PERS - Assessment	8,411		10,500		0
13,395	21,041	21,841		8120	Social Security/Medicare	25,738		32,130		0
30,477	48,458	82,000		8140	Insurance	82,000		102,500		0
899	1,369	1,428		8150	Unemployment	1,682		2,100		0
2,035	3,110	3,711		8160	Workers Comp. Insurance	4,373		5,459		0
259,703	407,050	472,992	4.00		Total Personal Services	542,768	4.00	677,689	5.00	0 0.00
0	107	0		8210	Office Supplies	0		0		
604	1,082	1,000		8220	Operating Supplies	1,000		1,000		
2,370	3,428	0		8240	Software & Maintenance	0		0		
398	458	7,500		8250	Small Tools & Minor Equipment	7,500		7,500		
0	0	0		8310	Advertising & Printing	0		0		
0	0	0		8320	Photocopying	0		0		
943	938	1,000		8340	Telephone	1,000		1,000		
0	0	0		8350	Utilities	0		0		
0	0	0		8410	Dues, Memberships & Conferences	0		0		
1,461	1,863	3,000		8420	Workshops/Conferences	3,000		3,000		
0	0	500		8430	Transportation	500		500		
0	192	0		8520	Medical Care	0		0		
0	267	1,500		8610	Repairs and Maintenance	1,500		1,500		
0	0	0		8730	Misc. Fees & Premiums	0		0		
5,776	8,335	14,500			Total Materials and Services	14,500		14,500		0
0	0	0		8942	Machinery	0		0		0
2,337	0	0		8948	Computers & Attachments	0		0		0
2,337	0	0			Total Capital Outlay	0		0		0
267,816	415,385	487,492	4.00		Total Department Expenses	557,268	4.00	692,189	5.00	0 0.00
Revenues										
28,134	19,367	12,000		6300	Charges for Services	12,000		12,000		
28,134	19,367	12,000			Total Revenues	12,000		12,000		0
Net Cost of Program										
239,682	396,018	475,492			Expenditures less Revenue	545,268		680,189		0
7,962,998	8,754,118	16,914,000	27.00		Total Fund Requirements	14,055,000	27.00	14,657,000	28.00	0 0.00
12,066,311	13,538,480	16,914,000			Total Fund Resources	14,055,000		14,657,000		0
4,103,313	4,784,362	(0)	27.00		Net Fund Balance	0	27.00	(0)	28.00	0 0.00

**POLK COUNTY
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
Public Land Corner Preservation	Public Land Corner Preservation	PLCP		
Program Description:				
<p>This program is responsible for establishing, re-establishing and maintaining government corners. This program is funded by \$10 fees received for recording land transfer documents. The revenue is placed in the Public Land Corner Preservation Fund to be used to pay expenses incurred and authorized by the County Surveyor in the process of maintaining and positioning these corners.</p>				
Program Goals or Objectives:				
<ul style="list-style-type: none"> • Maintain corner restorations in good repair. • Determine coordinates for identified corners. 				
Descriptive Statistics:				
Indicator	Actual 2021	Actual 2022	Actual 2023	Projected 2024
PLCP Corner Restorations	230	76	74	100

**Polk County
Proposed Budget
Fiscal Year 2024-25
Beginning July 1, 2024
Expenditures**

215 Public Land Corner Preservation	(Fund)
660 Public Land Corner Preservation	(Divn)
610 Public Works	(Dept)

FY 21-22	FY 22-23	FY 23-24	Acct.		FY 24-25	FY 24-25	FY 24-25		
Actual	Actual	Adopted	Num.	Description	Requested	FTE	Proposed	FTE	Approved
				Expenditures					
0	0	0	8080	Temporary/Part-Time	0		0		0
0	0	0	8090	Overtime	0		0		0
0	0	0		Total Salaries	0	0.00	0	0.00	0 0.00
0	0	0	8110	PERS-Retirement	0		0		0
0	0	0	8120	Social Security/Medicare	0		0		0
0	0	0	8150	Unemployment	0		0		0
0	0	0	8160	Workers Comp. Insurance	0		0		0
0	0	0		Total Personal Services	0	0.00	0	0.00	0 0.00
0	0	0	8210	Office Supplies	0		0		0
1,890	4,145	2,500	8220	Operating Supplies	2,500		4,500		0
0	834	0	8240	Software & Maintenance	0		0		0
11,512	200	7,500	8250	Small Tools & Minor Equipment	2,500		500		0
0	0	0	8340	Telephone	0		0		0
0	0	0	8410	Dues, Memberships & Publications	0		0		0
515	0	500	8420	Workshops and Conferences	500		500		0
115,000	125,000	35,278	8510	Professional Services	75,278		65,278		0
0	0	75,000	8510	Prof. Services - P.W. Survey	0		0		0
0	0	0	8510	Prof. Serv. Bal. Acct.	0		0		0
0	0	0	8540	Contract Services	0		0		0
750	800	1,000	8820	Insurance Interdepartmental	1,000		1,000		0
4,554	4,230	4,717	8830	Management Services Interdept.	4,717		4,717		0
33,429	35,724	43,505	8840	Information Services Interdept	43,505		33,505		0
167,650	170,933	170,000		Total Materials and Services	130,000		110,000		0
0	0	0	8920	Buildings	0		0		0
0	0	0	8942	Machinery	0		0		0
0	0	0	8944	Vehicles	0		0		0
0	0	0	8946	Furniture & Fixtures	0		0		0
0	0	0	8948	Computers & Attachments	0		0		0
0	0	0		Total Capital Outlay	0		0		0
167,650	170,933	170,000		Total Department Expenses	130,000		110,000		0
				Revenues					
153,039	142,415	70,000	6000	Beginning Fund Balance	35,000		35,000		0
157,026	89,699	100,000	6300	Charges for Services	75,000		75,000		0
0	0	0	6990	Miscellaneous	0		0		0
0	0	0	7910	Transfer from General Fund	0		0		0
310,065	232,114	170,000		Total Revenues	110,000		110,000		0
				Net Cost of Program					
(142,415)	(61,181)	0			20,000		0		0

2023-2024 POLK COUNTY BUDGET COMMITTEE HEARINGS
DAY #1 – April 4, 2023

CALL TO ORDER AND NOTE OF ATTENDANCE

At 9:00 a.m., Commissioner Jeremy Gordon called the 2023-2024 Polk County Budget Committee Hearings to order. Commissioner Mordhorst, David Johnson, Norbert Hartmann, and Blair Wasson were in attendance. Commissioner Pope was excused.

Staff Present: Greg Hansen, Budget Officer
 Matt Hawkins, Administrative Services Director
 Nicole Pineda, Recording Secretary

The following minutes will refer to the 2023-2024 Proposed Budget document and to the audio where the corresponding discussion was recorded. Audio of the proceedings are on file in the Board of Commissioners' Office.

ELECTION OF CHAIRMAN, VICE CHAIRMAN, AND SECRETARY

David Johnson was nominated for Chairman of the 2023-2024 Budget Committee.

MOTION: HARTMANN MOVED, WASSON SECONDED TO ELECT DAVID JOHNSON AS CHAIR PERSON.

MOTION PASSED UNANIMOUSLY.

Norbert Hartmann was nominated for Vice-Chairman of the 2023-2024 Budget Committee.

MOTION: JOHNSON MOVED, GORDON SECONDED, TO ELECT NORBERT HARTMANN AS VICE- CHAIR PERSON.

MOTION PASSED UNANIMOUSLY.

Craig Pope was nominated for Secretary of the 2023-2024 Budget Committee.

MOTION: HARTMANN MOVED, MORDHORST SECONDED TO ELECT CRAIG POPE AS SECRETARY.

MOTION PASSED UNANIMOUSLY.

APPROVAL OF APRIL 4 & APRIL 6, 2022 BUDGET COMMITTEE MINUTES

MOTION: WASSON MOVED, HARTMANN SECONDED, TO APPROVE THE BUDGET COMMITTEE MINUTES OF APRIL 4 & 6, 2022.

MOTION PASSED UNANIMOUSLY.

ADOPT RULES AND PROCEDURES

Greg Hansen reviewed the Standard Operating Procedures, as published in the budget document, to guide Budget Committee actions.

MOTION: HARTMANN MOVED, WASSON SECONDED, TO APPROVE AND ADOPT THE BUDGET RULES AND PROCEDURES AS PROPOSED BY THE BUDGET OFFICER.

MOTION PASSED UNANIMOUSLY.

2023-24 Budget Overview

The 2023-24 Polk County Proposed Budget has been developed to address the upcoming operational needs, without knowing the full impacts of the current legislative session. The proposed budget, as you know, is the first phase of a three (3) month process. During that period of time, there will be many potential changes to what was proposed to what is adopted. Some of those changes could include the outcome of the proposed re-authorization of the public safety operating levy, funding from the State for Community Corrections, Behavioral Health, and homelessness.

As a result, the proposed budget for the General Fund will see an **decrease** approximately \$50,000 over last year's adopted budget (-0.15% decrease) and a decrease of -0.42 FTE in staff.

Other Funds with dedicated funding that saw significant increases in funding. For example, Public Works saw overall funding increases of approximately 28.48% (increase of \$3,672,000), Health Services saw an increase of 44.86% (\$2,640,000), Behavioral Health saw overall increases of 9.42% (\$3,000,000), and the Fair Fund saw an increase of 21.15% (\$176,000) while Public Health saw a decrease of -8.48% (-\$332,500) and the American Rescue Plan saw a decrease of -42.62% (-\$5,200,000). In total, other funds saw an increases in funding amounting to approximately \$3,325,000 and FTE increases of 15.5.

Overall, the proposed budget for the County increased by 2.78% (a \$3,372,448 increase in overall budget). The total proposed budget has an increase of 15.85 FTE.

Looking ahead and predicting where we are going to be financially is still somewhat unclear, but by the time we adopt the budget those predictions should be much clearer. This proposed budget includes the PERS employer rate increase, health insurance increases, and infrastructure improvements.

Prior Years' Budget History

Following is a ten-year synopsis of the County's operating budgets:

The 2012-13 budget saw the biggest cuts to date in the General Fund. A reduction in personnel of 10.45 FTE and a reduction in revenues amounting \$939,000 the General Fund scrambled to staff critical services. The County's total budget had a total decrease of approximately 0.94% and 10.79 FTE increase.

The 2013-14 budget saw additional cuts to the General Fund. A reduction in personnel of 6.30 FTE and a reduction in revenues amounting \$72,000 in the General Fund. With these reductions the ability to provide and staff critical public safety services was eroded. The County's total budget had a total decrease of approximately 5.93% and 25.58 FTE decrease as severe cuts were required in Mental Health.

The 2014-15 budget saw additional cuts to General Fund personnel (-5.50 FTE) and overall operating budget -2.61% (-\$434,200). As a result of these cuts the County was forced to cut Patrol services to 10 hours a day seven days a week. Overall the County budget increased 3.7% and had reduction of 1.0 FTE.

The 2015-16 saw operating and FTE increases to the General Fund due the voter approved public safety levy. Total operating monies increased 22.42% (\$3,631,850) and an increase in personnel of 24.75 FTE. Overall the County budget increased 20.44% (approximately \$10 million) and had an addition of 47.73 FTE.

The 2016-17 saw operating and FTE increases to the General Fund due to increased property tax revenue and increased beginning fund balance. Total General Fund operating monies increased 12.22% (\$2,422,859) and an increase in personnel of 5.07 FTE. Overall the County budget increased 12.40% (approximately \$7.3 million) and had an addition of 33.70 FTE.

The 2017-18 saw operating and FTE increases to the General Fund due to increased property tax revenue and other revenues. Total General Fund operating monies increased 5.19% (\$1,155,850) and an increase in personnel of 3.20 FTE Overall the County budget increased 4.33% (approximately \$2,870,485) and had an addition of 8.50 FTE.

The 2018-19 saw operating and FTE increases to the General Fund due to increased property tax revenue and other revenues. Total General Fund operating monies increased 10.02% (\$2,345,450) and an increase in personnel of 7.78 FTE Overall the County budget increased 11.19% (approximately \$7,740,259) and had an addition of 14.53 FTE.

The 2019-20 saw operating and FTE increases to the General Fund due to increased property tax revenue and other revenues. Total General Fund operating monies increased 4.02% (\$1,034,800) and an increase in personnel of 2.42 FTE Overall the County budget increased 23.80% (approximately \$18,303,221) and had an addition of 12.19 FTE. The major reason behind the overall increase is the selling of \$14 million worth of construction bonds.

The 2020-21 budget saw operating remain status quo and FTE decreases in the General Fund. Total General Fund operating monies increased 0.22% (\$59,500) and a decrease in personnel of 3.8 FTE Overall the County budget decreased 8.3% (approximately \$8,630,000 mainly due to construction projects being completed) and had an addition of 10.55 FTE

The 2021-22 budget saw operating expenses increase along with FTE increases in the General Fund. Total General Fund operating monies increased 6.61% (\$1,775,500) and an increase in personnel of 1.8 FTE Overall the County budget increased 12.4% (\$12,289,693 mainly due to ARPA funding) and had an addition of 16.30 FTE

The 2022-23 budget saw operating expenses increase along with FTE increases in the General Fund. Total General Fund operating monies increased 13.42% (\$3,841,500) and an increase in personnel of 2.41 FTE Overall the County budget increased 5.49% (\$6,320,358) and had an addition of 31.45 FTE

PROPERTY TAX LEVY

Like the previous year, I am proposing that the budget committee set the Measure 50 maximum tax rate of \$1.7160 / \$1,000 in the General Fund.

For the Public Safety Operating Levy, I am recommending a tax rate in the amount of \$0.495/\$1,000. Re-authorization of this levy is proposed for the May 2023 election.

PROGRAM CHANGES / UPDATES:

General Fund

The General Fund will see decreases in personnel of -0.42 FTE and a decrease in the overall budget of -0.15% (-\$48,550 increase).

Other Funds

Public Works saw an increase in the overall budget increase of 28.48% (\$3,672,000). The primary increase is the result of finally receiving federal reimbursement monies for projects previously completed, three major projects (Grand Ronde Road, Hoffman Road and Black Rock Road).

Health Services will have an increase in appropriations of 42.86% due to an inter-fund loan to finish construction of a new building and prevention monies from the State to address homelessness.

Public Health has a decrease in the overall budget of -8.41% and personnel (-3.80 FTE) due to the ramp down from COVID.

Behavioral Health saw an increase in personnel (12.90 FTE) and appropriations (\$3,000,000) due new State programs and funding streams.

REVENUES:

General Fund

General Fund revenue for fiscal year 2023-24 is proposed at \$32,417,550 (a \$48,500 decrease from last year). This is a **decrease** of -0.15% over last year's adopted budget. The primary revenue increases for the upcoming year are Beginning Fund Balance (\$200,000), Property Taxes (\$1,000,000), and Interest Income (\$650,000). Major decreases occurred in the Clerk-Recoding (-\$200,000), State Mental Health Grant (MCRT) (-\$240,000), State Drug Grant (-\$275,000), and Community Corrections funding (-\$500,000).

All other revenues in the General Fund remained fairly constant.

Other Funds

The Public Works Fund **increased** by 28.46% (\$3,672,000) due to finally receiving our federal reimbursement for work already completed, plus addressing three major construction projects (Grand Ronde Road, Black Rock and Hoffman Road).

Health Services related funds with **increases** in Health Services (42.8%) and Behavioral Health (9.42%) and a **decrease** in Public Health (-8.48%).

The Fair Fund saw a **increase** in operating budget of 21.15%.

American Rescue Plan saw a decrease in operating budget as we spend down the allocation of funds (-42.62%).

PROPOSED STAFFING LEVELS:

General Fund (budgeted net decrease 0.42 FTE)

Proposed staffing levels in the General Fund decreased by -0.42 FTE

Other Funds (budgeted net increase of 16.27 FTE)

Staff increases occurred in the Behavioral Health Fund (12.90 FTE) and American Rescue Plan (4.0 FTE).

Salaries & Benefits

The County has contracts in place for the next two or three fiscal years.

Costs associated with COLAs for elected officials, AFSCME, Deputy DA, Deputy Sheriff and Non-Represented have already been incorporated into this year's budget.

PERS continues to be a serious financial issue for State & Local Governments. PERS employer rates adjust every two years. In July of 2023, the County will experience a new PERS rate that is approximately 1.5% (down from the normal 4.0% adjustment).

The Unfunded Actuarial Liability (UAL) for Polk County with the latest evaluation period (2021) is now at negative \$24.46 million, a decrease of \$17.7 million over the previous year.

Health insurance continues to be a burden on our financial stability. Lately, health insurance rates have been very stable, however this year we could see significant increases (approximately 8%).

To put the cost associated with employee salaries and benefits into perspective, Polk County will potentially be employing 195 more employees in 2023 than in 2013, but the total cost associated with those employees will be \$29,000,000 higher. Another way to look at how the costs associated with an employee increase is to look at the average cost of a full-

time employee. The cost of an average employee has increased over 36.0% in the past ten years (almost a 3.6% increase a year).

INTERNAL CHARGES:

The overhead charges associated with Central Services, Finance, Personnel, County Counsel and Board of Commissioners **increased** 12.57% for fiscal year 2023-24.

The distribution of rental charges was based on square footage for the Courthouse Complex and the Academy Building. Charges include operational costs (utilities, custodial, maintenance, etc.) and building depreciation/COP repayment (a 500,000 transfer to Building Improvement). Rental charges for the Courthouse Complex **increased** 5.08% and **increased** 4.8% for the Academy Building. Rent for the Jail **increased** by 5.88% for the upcoming year. A new rent was created seven years ago for the Buchanan Building and this year it saw no increase.

The insurance charges for 2023-24 **increased** 35.6% and were distributed based on past claims history, current litigation and payment for full insurance coverage.

Charges for Information Services and G.I.S. were distributed based on the established formula of user hardware and proposed programming for the upcoming year. Overall charges **increased** 6.31% for the fiscal year.

PROPOSED CAPITAL OUTLAY:

General Fund

The one proposed capital outlay item for the General Fund is vehicles (3) for the Sheriff's Office and one traffic speed reader in the amount of \$190,000.

Other Funds

In Public Works, the proposed capital outlay expenditures of \$495,000 includes multiple pieces of equipment along with vehicles. Other capital outlay in Public Works includes machinery, right of way purchases and bike path dollars.

The Building Inspection Fund has \$50,000 for the purchase of a vehicle.

The Court Security Fund has \$25,000 earmarked for security upgrades.

Behavioral Health has \$3,500,000 allocated for a new building.

In the Economic Development Fund, there is a \$700,000 capital project that may be secured through a Community Development Block Grant.

Management Services has \$75,000 allocated for one/two motor pool vehicles and computer equipment.

The Building Improvement Fund has \$673,880 allocated for landscaping, emergency generator and parking lot.

The Public Works Construction Fund has \$120,000 for renovation of the existing Public Works building.

TRANSFERS:

Transfers from the General Fund to other funds had an **increase** by 12.68%.

The Public Health Fund transfer increased by \$50,000.

The transfer to the Juvenile Fund was **decreased** by \$45,000 to \$755,000.

The transfer to the Public Works Fund stayed the same at \$150,000 based upon timber cut projections. The monies from this transfer are dedicated to designated state timber resource roads in the County. This transfer will be used to reimburse the Public Works Fund for work done on these roads and to pay off an infrastructure loan from the State of Oregon.

The transfer to the Dog Control Fund is proposed to **increase** \$60,000 for a total of \$170,000. This amount reflects the addition of a 0.5 FTE.

The transfer to the Marine Patrol Fund remained the same at \$5,000. This transfer allows for the County to utilize approximately \$70,000 in State Marine monies for the program.

The transfer to the Fair Fund is proposed to remain the same (\$200,000). This transfer is intended to assist with facility upkeep/maintenance and employee benefits.

The transfer to the Veteran's Services Fund is proposed to remain the same at \$90,000.

Transfers to the Law Library \$25,000 and Domestic Mediation Fund at \$5,000 to cover expenses for the programs.

The transfer to the Family & Community Outreach program will increase to \$250,000.

The two transfers for the building projects are in the amounts of \$250,000 (Courthouse Improvement) and \$100,000 to the Public Works Construction Fund to cover costs associated with the new EOC/Sheriff locker room.

Public Works Fund is transferring \$500,000 to the Public Works Construction Fund.

Management Services will be transferring \$750,000 to the Building Improvement Fund to cover the costs associated with the COPs for the Academy Building and other facility related projects.

CONTINGENCIES:

The General Fund Contingency is proposed at \$4,084,579, which is a decrease of \$118,308 over last year's adopted contingency. Other funds with significant contingencies are Public Works (\$3,261,992), Behavioral Health (\$4,862,117) and Public Health (\$348,204).

CONCLUSION:

At Polk County we have always taken great pride in the way we do business and I believe the proposed budget continues to provide our citizens with programs and services they have come to expect and deserve from their local government.

As a result of COVID-19 and the issue of homelessness, the term “business as usual” will never be the same. There will be a new normal, it is just difficult to predict what that new normal will be (more telecommuting, less travel, increased cybersecurity, increased spending on social services, etc.). It will be the goal of Polk County to be prepared to move forward and address the future way of doing business, which I believe this budget continues to address.

Also, this budget affords the Budget Committee the opportunity to make choices/decisions that have not always been there in the past.

CLERK

Recording:

This is a status quo budget.

Estimated number of documents recorded for 2022-2023 is 12,000 and projected for 2023-2024 is 15,000.

Estimated number of issued marriage licenses for 2022-2023 is 400 and projected for 2023-2024 is 380.

Estimated number of Board of Property Tax Appeals 2022-2023 is 1 and projected for 2023-2024 is 5.

Commissioner Gordon asked if there will be a raising of fees for recordings. Mr. Hansen stated that fees are mainly state driven and provided some information on how those fees are usually calculated. Mr. Hansen doesn't anticipate the fees increasing.

Elections:

This is a status quo budget. The staffing is a status quo budget.

Estimated total ballots issued for 2022-2023 is 125,000 and project for 2023-2024 is 76,000 ballots issued.

Estimated ballots processed in 2022-2023 is 60,400 and project for 2023-2024 is 31,700.

The estimated number of registered voters for 2022-2023 is 62,000 and projected for 2023-2024 is 62,500.

Greg Hansen announced that Val Unger, Polk County Clerk, will be retiring later in the year. Mr. Hansen praised Mrs. Unger for her hard work and her professionalism.

MOTION: MORDHORST MOVED, WASSON SECONDED TO TENTATIVELY APPROVE THE CLERK'S BUDGET EXPENDITURES IN THE RECORDING BUDGET IN THE PROPOSED AMOUNT OF \$235,495 AND EXPENDITURES IN THE ELECTIONS BUDGET IN THE PROPOSED AMOUNT OF \$440,066.

MOTION PASSED UNANIMOUSLY.

ASSESSOR

Greg Hansen presented a report that went over descriptive statistics for 2022-2023 and projections for 2023-2024. The Assessor's Office has seen a consistent growth and will be requesting an additional funding of \$4,000 for iPad maintenance and accessories.

Commissioner Gordon asked Mr. Hansen to explain an anomaly in the in the estimated disqualifications. Valerie Patoine stated that was a typo.

MOTION: WASSON MOVED, JOHNSON SECONDED TO TENTATIVELY APPROVE THE ASSESSOR'S BUDGET IN THE PROPOSED AMOUNT OF \$1,799,942.

MOTION PASSED UNANIMOUSLY

TAX COLLECTOR / TREASURER

Greg Hansen presented a report for each department that went over descriptive statistics for 2021-2022 and projections for 2023-2024.

Treasurer:

This is a status quo budget. The Treasurer collects and distributes taxes for all taxing districts in the County, along with paying the County's bills and recording revenue for each department.

MOTION: GORDON MOVED, HARTMANN SECONDED TO TENTATIVELY APPROVE THE TREASURER'S BUDGET IN THE PROPOSED AMOUNT OF \$61,580

MOTION PASSED UNANIMOUSLY

Tax Collector:

This is a status quo budget. FTE has remained the same in both of these budgets.

MOTION: WASSON MOVED, MORDHORST SECONDED TO TENTATIVELY APPROVE THE TAX COLLECTOR BUDGET IN THE PROPOSED AMOUNT OF \$394,412.

MOTION PASSED UNANIMOUSLY

DISTRICT ATTORNEY

Prosecution

Aaron Felton, District Attorney's salary and FTE is not included in this budget because it is paid by the State. The Prosecution Division of the DA's office prosecutes felonies and misdemeanors that occur within the County. These cases are referred to the office by all law enforcement agencies within the County. The committee reviewed statistics for the department

for the last few years and projected numbers for the upcoming year. Currently State wide, it is very difficult to hire attorneys.

Mr. Hansen stated that they are currently fully staffed and District Attorney Aaron Felton stated that he is very pleased with where they are at right now.

Medical Examiner

The Medical Examiner makes determination on death scenes to determine foul play. The County currently contracts with retired professionals from Marion County. This is a status quo budget.

Support Enforcement

Support Enforcement is funded 2/3 by State and Federal funds, the other 1/3 by the County. This is a very vital and efficient program for the citizens of Polk County. The Deputy DA assigned to the Support Enforcement program is not allowed to do prosecutions, but Support Enforcement offers civil and punitive penalties for child support. The amount of funds recovered continues to increase. With this program, when a client has to go on state assistance, the State takes that case from us until they are off public assistance and can pay back the amount owed to the state. Once the client has done that, the State will give those cases back to the Counties on a quarterly basis.

Victim's Assistance

This program is partially funded by federal and state money. This program split off of Prosecution about 8 years ago. FTE has remained the same and federal award money has actually gone up so it will cost less this year than previous years. This program provides assistance to the victims and play a vital role in the court process.

David Johnson asked about the estimates for felonies and why there was an increase in projected felonies. DA Felton stated these numbers reflect a post pandemic, more agencies coming back online after Covid-19 and with them being fully staffed being able to process more cases.

MOTION: HARTMANN MOVED, WASSON SECONDED TO TENTATIVELY APPROVE, IN THE GENERAL FUND, THE DISTRICT ATTORNEY'S PROSECUTION BUDGET IN THE PROPOSED AMOUNT OF \$2,087,837 SUPPORT ENFORCEMENT BUDGET IN THE PROPOSED AMOUNT OF \$481,861 MEDICAL EXAMINER BUDGET IN THE PROPOSED AMOUNT OF \$75,074 VICTIM'S ASSISTANCE BUDGET IN THE AMOUNT OF \$424,624.

MOTION PASSED UNANIMOUSLY.

C.A.M.I.

This program is overseen by the District Attorney, but there are no General Fund monies for this program. Funding is through the State, Court fines and appearances. The C.A.M.I. team meets monthly to review possible cases of child abuse. C.A.M.I. funds the County's contract with Child Abuse Assessment centers (Liberty House and Juliette's House) to utilize the investigation and reports these centers provide. This fund is also used to fund training for law enforcement and DHS partners in child abuse prevention and recognition.

MOTION: WASSON MOVED, HARTMANN SECONDED TO TENTATIVELY APPROVE, REVENUES AND EXPEDITURES FOR THE C.A.M.I. BUDGET IN THE PROPOSED AMOUNT OF \$167,500.

MOTION PASSED UNANIMOUSLY.

C.A.S.A.

Greg Hansen report that CASA used to be under the DA's office and has since broken away. We have been funding CASA since they moved away from the DA's office. They are a non-profit and we have been subsidizing them, primarily for rent. Eventually the goal is for them to be self-sustained.

MOTION: MORDHORST MOVED, WASSON SECONDED TO TENTATIVELY APPROVE, REVENUES AND EXPEDITURES FOR THE C.A.M.I. BUDGET IN THE PROPOSED AMOUNT OF \$20,000 WITH A WISHLIST AMOUNT OF \$5,000.

MOTION PASSED UNANIMOUSLY.

PARKS

This is a status quo budget. The County has 12 parks, and five undeveloped plots designated for parks, for a total of 150 acres of parkland. This fund receives funding from State shared revenues, RV fees, a BLM contract for Mill Creek Park, and marine funds for Buena Vista Park because of the boat ramp. None of the parks allow overnight camping (without special permission) and they are usually only open April - September. The Community Service program and inmate labor, provides a majority of the park maintenance. The 2023-2024 budget has increased due to the Buena Vista Project. Mr. Hansen stated that the original contractor that was hired for that project failed to meet the expectations of the contract and was let go. The county has since hired a new contractor who is working well, but there is a delay on this project. Mr. Hansen stated there maybe a future project happening at Nesmith Park.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE PARKS BUDGET IN THE GENERAL FUND IN THE PROPOSED AMOUNT OF \$1,094,346.

MOTION PASSED UNANIMOUSLY

EMERGENCY MANAGEMENT:

Emergency Management used to be under the Sheriff's budget and is now managed under the Board of Commissioners. It is a General Fund Program. Dean Bender is leading this department and continually applies for grants. Included in this department is also the Polk County Communications System. There is a proposed communication upgrade which will cost an estimated \$1.8 - \$2 million.

MOTION: HARTMANN MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE EMERGENCY MANAGEMENT BUDGET IN THE PROPOSED AMOUNT OF \$604,544.

MOTION PASSED UNANIMOUSLY.

NON-DEPARTMENTAL

Miscellaneous

This program consists of \$3,000 reserved for VORP, and BOC/Miscellaneous expenses of \$2,500. As well as miscellaneous department expenses.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE NON-DEPARTMENTAL MISCELLANEOUS EXPENDITURES IN THE NON-DEPARTMENTAL GENERAL FUND IN THE PROPOSED AMOUNT OF \$7,000.

MOTION PASSED UNANIMOUSLY

O&C Timber (Title III)

This is a status quo budget. \$65,000 goes to funding projects that qualify under Title III.

MOTION: HARTMANN MOVED, WASSON SECONDED, TENTATIVELY APPROVE THE O&C TIMBER (TITLE III) BUDGET OF \$65,000.

MOTION PASSED UNANIMOUSLY

The meeting was recessed for 25 minutes

SHERIFF

Patrol

This is a status quo budget. The Sheriff was able to get a grant from the State for drug control. Staffing has been challenging and the State Troopers have been taking our deputies. It is hard to compete with their pay ranges.

Jail

The last few years there have been more restrictions due to COVID-19, but as the restrictions have been lifted, we are able to start holding more people in the jail. The jail needs new security cameras and new doors, they are nearly 20 years old. The jail software system also needs to be updated. We are renting beds to Benton County and beds to Sheridan as well.

Norbert Hartmann asked a question about page 4 in the Sheriff's section that cannot be answered. Mr. Hansen stated that he will get that information to them. David Johnson asked what 1144 meant and Mr. Hansen stated that is cases related to Community Corrections.

MOTION: HARTMANN MOVED, MORDHORST SECONDED TO TENTATIVELY APPROVE, IN THE GENERAL FUND, THE PATROL BUDGET IN THE AMOUNT OF \$7,184,665 AND THE JAIL BUDGET IN THE AMOUNT OF \$6,990,674.

MOTION PASSED UNANIMOUSLY.

Dog/Animal Control Fund

This is a status quo budget. City of Dallas has given up these services and Polk County is now taking this on. Polk County is a Dog Control District. Monmouth and Independence have their own, but will most likely follow the steps of the City of Dallas. There was 1 increase for FTE.

MOTION: HARTMANN MOVED, WASSON SECONDED TO TENTATIVELY APPROVE THE ANIMAL CONTROL RESOURCES AND EXPENDITURES IN THE AMOUNT OF \$270,000.

MOTION PASSED UNANIMOUSLY.

Marine Patrol Fund

This is a seasonal program (runs approximately Memorial Day through Labor Day) that is run by Sheriff Reserve Deputies. Funding and equipment in this program are from the State Marine Board. A \$5,000 General Fund transfer is also included in this budget. This budget is status quo.

MOTION: HARTMANN MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE MARINE PATROL BUDGET IN THE AMOUNT OF \$75,000.

MOTION PASSED UNANIMOUSLY.

COMMUNITY CORRECTIONS

Corrections (Parole & Probation)

Mr. Hansen referred the Board to the overview and budget documents. The funding is determined at the State level. There is currently discussion about state funding for Community Corrections. Mr. Hansen stated this is normal and happens every couple of years. Mid to late April is when we will know more about the amount that is being funding from the state.

Community Service

This is a status quo budget. Both the adult and juvenile community service programs provide a valuable service to the County in the way of park and property maintenance, assistance to cities with community events, and ODOT for roadside and stream maintenance.

David Johnson asked a question about page 5 and what PCS means. Jodi Merritt stated it means possession of controlled substance.

MOTION: MORDHORST MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE COMMUNITY CORRECTIONS PAROLE & PROBATION BUDGET IN THE PROPOSED AMOUNT OF \$2,456,709 AND THE

COMMUNITY SERVICE BUDGET IN THE PROPOSED AMOUNT OF \$410,256.

MOTION PASSED UNANIMOUSLY.

JUVENILE

Revenue

This fund receives a General Fund transfer proposed at of \$615,000.

Probation:

Staffing and budget is status quo and staffing levels for FTE have maintained at the same amount for a long time.

Sanctions:

This program funds the detention beds. Approx. 4 beds are contracted through Yamhill County for Juvenile detention beds.

Community Service:

There is no FTE in this budget, only a line item for temporary/part-time help. Most of the funding is through contracts with ODOT and BLM to pick up trash and pull noxious weeds.

MOTION: HARTMANN MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE JUVENILE FUND REVENUES IN THE PROPOSED AMOUNT OF \$1,197,500; JUVENILE PROBATION EXPENDITURES IN THE PROPOSED AMOUNT OF \$915,312 JUVENILE SANCTIONS EXPENDITURES IN THE PROPOSED AMOUNT OF \$282,188, AND JUVENILE COMMUNITY SERVICE IN THE PROPOSED AMOUNT OF \$0.

MOTION PASSED UNANIMOUSLY

COMMUNITY DEVELOPMENT

Planning:

This is a status quo budget and they have stayed busy in the planning department.

Environmental Health:

This department has a broad range of responsibilities, including pool inspection, septic design, restaurant inspection and licensing, etc. This is a status quo budget.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE BUDGET FOR ENVIRONMENTAL HEALTH IN THE PROPOSED AMOUNT OF \$386,478, AND PLANNING IN THE PROPOSED AMOUNT OF \$713,408.

MOTION PASSED UNANIMOUSLY

Building Inspection

This is a status quo budget. This is the fourth year in its own dedicated fund. This program is conducted through a contract with the State of Oregon. There is currently a contingency of \$250,000.

MOTION: JOHNSON MOVED, MORDHORST SECONDED, TO TENTATIVELY APPROVE THE BUILDING INSPECTION REVENUES AND EXPENSES IN THE PROPOSED AMOUNT OF \$1,250,000.

Economic Development Fund

This fund pays for the Trapper services, tourism dues, Extension Research Center, and other special projects. This fund is overseen by Community Development, Greg Hansen, and the BOC. The primary source of revenue is the beginning fund balance and lottery funds. Mr. Hansen provided information about the Polk County Broadband Project. This is a status quo budget.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE REVENUES AND EXPENDITURES IN THE ECONOMIC DEVELOPMENT FUND IN THE PROPOSED AMOUNT OF \$1,550,000.

MOTION PASSED UNANIMOUSLY

Household Hazardous Waste Fund

Funding comes from a \$.25 charge franchise tax on residential garbage fees. This fund is dedicated to hosting two Hazardous Waste disposal events each year, in partnership with Marion County. In addition to the events, Polk County residents can drop off hazardous materials at the transfer station in Salem throughout the year, and the County pays a quarterly fee for that service. The fees have not been increased, and there are no plans to increase, but the fees collected are covering less of the disposal costs. Due to the COVID-19 pandemic, this has been put on hold. To be adequately funded, Mr. Hansen recommends a rate of .50 to .75 cents.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE REVENUES AND EXPENDITURES IN THE ECONOMIC DEVELOPMENT FUND IN THE PROPOSED AMOUNT OF \$85,000.

MOTION PASSED UNANIMOUSLY

MISCELLANEOUS FUNDS

Commissioner Pope arrived for the Budget Hearing at 11:41 a.m. and stayed until the break for lunch.

Insurance Fund

This is a status quo budget. The cost for our CIS is increasing 10%. This program was developed to give the County the flexibility when purchasing insurance. We have been put on notice that they will not provide cyber security and we need to find a new provider. Several other counties have experienced attacks recently. We are continually strengthening our firewalls and security.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE INSURANCE REVENUES AND EXPENDITURES IN THE PROPOSED AMOUNT OF \$1,200,000.

MOTION PASSED UNANIMOUSLY

County School Fund

Funding for this program is received from the Utility Franchise tax. There are two electric cooperatives in the County, which pay a fee in lieu of property taxes based on their asset value or gross revenue, whichever is less. How the distributions are made are dependent on how the amounts payment in lieu fee is calculated. If the cooperatives pay based on asset value, amounts received by the County are treated like a tax and are distributed pro-rated to all taxing districts, including schools. If the cooperatives pay based on gross revenue, then the 2/3 goes to the County General Fund, and 1/3 goes to the schools through the school fund.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE REVENUES AND EXPENDITURES OF THE COUNTY SCHOOL FUND IN THE AMOUNT OF \$175,000.

MOTION PASSED UNANIMOUSLY

Law Library Fund

This is a status quo budget. The County is required by law to maintain a County law library, and it can be utilized by the public. The primary operating resource is from State Court System fees.

MOTION: HARTMANN MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE PROPOSED LAW LIBRARY BUDGET IN THE AMOUNT OF \$85,000.

MOTION PASSED UNANIMOUSLY

Court Security Fund

This was intended to improve security in Courts. The state funding has been getting lower each year. By law we are required to provide court space rent free, including utilities and janitorial expenses.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE COURT SECURITY BUDGET IN THE PROPOSED AMOUNT OF \$132,500.

MOTION PASSED UNANIMOUSLY

Domestic Mediation Fund

The monies in this program are overseen by the County and primarily expended for the mandated parenting class for divorcing couples and child custody cases. There is a \$5,000 General Fund transfer.

MOTION: WASSON MOVED, MORDHORST SECONDED, TO TENTATIVELY APPROVE THE DOMESTIC MEDIATION BUDGET IN THE PROPOSED AMOUNT OF \$58,000.

MOTION PASSED UNANIMOUSLY

American Rescue Plan:

In the spring of 2021, President Biden authorized COVID stimulus money to Polk County that amounted to 16.8 million over 2 years. Polk County has until December 31, 2024 to expend these funds. Mr. Hansen stated that we have allocated approximately \$15 million of the \$16.8 million.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE AMERICAN RESCUE PLAN BUDGET IN THE PROPOSED AMOUNT OF \$7,000,000.

MOTION PASSED UNANIMOUSLY

P.O.I.N.T.:

No funds being allocated for this fund anymore. The history is required to stay on the budget until the last 4 years are at zero.

Debt Service Fund

This fund was used to pay-off the 2006 Road Bond in the current fiscal year. There hasn't been a bond since then. The bonds that were used for building improvements were COP's. This is what is left over from the 2006 road bond. It will be closed out for fiscal year 2023-2024.

Coordinated Housing Fund

This is a new fund for the budget committee, but not a new fund for the budget. This was formally added into the budget last year. This is to address our homelessness and coordinating housing efforts.

MOTION: GORDON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE COORDINATED HOUSING FUND BUDGET IN THE PROPOSED AMOUNT OF \$3,400,000.

MOTION PASSED UNANIMOUSLY

THE MEETING WAS ADJOURNED FOR LUNCH

FAIR FUND

Revenues were decreased due to COVID-19 in previous years but are starting to increase as we come out of the pandemic. The Polk County Fairgrounds are working on a new Master Plan. Mr. Hansen stated that in future years, he will be recommending turning the fairgrounds into its own taxing district. Mr. Hansen recommends getting on the May 2025 ballot if they decide to move forward on this.

Annual Fair:

The 3-day Annual Fair is the one opportunity for Polk County to come together to showcase the immense talent, agriculture, and hard-working kids in the County. This is a status quo budget. Repairs have been made on the roofs and rafters. There has been a lot of maintenance completed and will continue to be completed this year, as well as, next year.

Year-Round Operation:

Revenues for this program are primarily for rental services for building facilities and RV revenues.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE FAIR FUND REVENUES IN THE PROPOSED AMOUNT OF \$1,008,000 THE ANNUAL FAIR EXPENDITURES IN THE PROPOSED AMOUNT OF \$266,291 AND THE FAIR FUND YEAR ROUND OPERATIONS EXPENDITURES IN THE PROPOSED AMOUNT OF \$741,709.

MOTION PASSED UNANIMOUSLY

Discussion:

Mr. Hansen stated that he may be create a PERs reserve fund. He explained his reasons why and explained what that would look like. The budget committee stated they would like to learn more about this in the future and would like Mr. Hansen to present it during the May Hearing.

MANAGEMENT SERVICES

Revenues

Revenues for these funds are from internal service charges.

Non-Departmental

Courthouse and Academy Building rents are collected in this fund and then a portion is transferred to the Building Improvement fund, which are then used to pay for the Courthouse and Academy Building improvements, and pay off Academy Building COPs. This budget also includes a contingency that can be transferred to other funds if needed. The funding source is the beginning fund balance and management services overhead charge.

Board of Commissioners

The salaries of the three Commissioners are included in this budget, along with materials and services. This also includes the workshops and conferences that the Commissioners participate in.

Central Services (General Services)

This program is status quo. Funding comes from charges for services, which are charges to each department for office supplies, photocopies, motor pool, postage, phone usage, etc. FTE in this program includes General Services' office manager and part-time assistant, and part of the Administrative Services Director and Administrative Officer's positions.

Academy Building Maintenance

This program is status quo. This budget houses the maintenance costs for the Academy Building. We charge rent to user departments, primarily behavioral health and that money helps maintain the building or transferred to the building improvement fund.

Jail Maintenance

This program is status quo. There is an increase in FTE, the jail is now over 20 years old, and as a result there is a lot more activity and more maintenance is needed. This budget houses the maintenance costs for the Jail. Currently the jail cameras and security are being upgraded.

Buchanan Building Maintenance

This building is where Juvenile, IS, & Community Corrections reside. This is a lease purchase opportunity after 8 years. This is a status quo budget.

Courthouse Maintenance

This fund provides all maintenance for the Courthouse and off-site buildings (excluding fairgrounds).

Information Services

Computer replacements and software are status quo. We contract with Helion for software. Software maintenance costs fluctuates. We provide services to the city of Dallas, Monmouth and Polk Fire #1.

Geographic Information Services

This budget is status quo. We bought our software through ESRI, who we still utilize. GIS was very helpful in assisting Public Works in the clean-up of Polk County roads after the ice storm hit in 2021.

Finance

This budget covers the pay for the Finance Director. Greg Hansen works out of this budget. Payroll is also a part of this budget. There has been an excess by 1 FTE to staff to people within Payroll. Mr. Hansen stated the budget for Finance may change by becoming the fiscal agent for the COC coming from the state for homelessness. Finance would be responsible for the budgeting and reporting and they would hire an additional FTE which would pay \$10,000 a month.

Human Resources

This is a status quo budget. This department includes 3 FTE. All of the recruitment are online, using Neogov. There have been more applicants for jobs since using Neogov.

County Counsel

This budget includes 0.75 FTE of the County Counsel and 0.1 FTE of the BOC Executive Assistant. Morgan Smith, County Counsel also serves as the legal counsel for the West Valley Housing Authority, which contracts with the County for these services. Mr. Smith sits in on all of the DSA agreements. This is a status quo budget.

MOTION: MORDHORST MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE MANAGEMENT SERVICES FUND REVENUES IN THE PROPOSED AMOUNT OF \$8,415,000 NON-DEPARTMENTAL EXPENDITURES IN THE PROPOSED AMOUNT OF \$1,375,000, CENTRAL SERVICES EXPENDITURES IN THE PROPOSED AMOUNT OF \$541,484, ACADEMY BUILDING MAINTENANCE IN THE PROPOSED AMOUNT OF \$562,145, JAIL BUILDING MAINTENANCE IN THE PROPOSED AMOUNT OF \$447,490, BUCHANAN BUILDING MAINTENANCE IN THE AMOUNT OF \$441,753, COURTHOUSE MAINTENANCE IN THE PROPOSED AMOUNT OF \$886,646, INFORMATION SERVICES EXPENDITURES IN THE PROPOSED AMOUNT OF \$1,637,635, G.I.S. COMPUTER MAPPING IN THE PROPOSED AMOUNT OF \$404,129, FINANCE EXPENDITURES IN THE PROPOSED AMOUNT OF \$967,922, PERSONNEL EXPENDITURES IN THE PROPOSED AMOUNT OF \$534,884, COUNTY COUNSEL EXPENDITURES IN THE PROPOSED AMOUNT OF \$193,087, AND BOARD OF COMMISSIONERS EXPENDITURES IN THE PROPOSED AMOUNT OF \$422,825.

MOTION PASSED UNANIMOUSLY

Chairman Johnson recessed the meeting until Thursday April 4/5/2022 at 9:30 am

DAY #2 – April 5, 2023

Chairman Johnson reconvened the meeting at 9:30 a.m. on Tuesday, April 5, 2023.

Greg Hansen gave an overview of the previous day's hearings. There was one item added to the wish list. The budget for CASA was tentatively approved for \$20,000.00 and the request was to add another \$5,000.00.

PUBLIC HEALTH FUND

Revenues

The Public Health Department provides all the public health services in the County along with contract nursing services in the County Jail. Due to COVID there will be a lot of state and federal money going to public health. The general transfer will go down but staffing will go up.

Family Planning

There is a \$75,000 general transfer and staffing is the same. This is not a self-sustaining program. This is a status quo budget.

General Health

There are multiple programs within this budget: Immunizations, home visiting, HIV care, Ryan White, etc. This is where we provide almost all Public Health programs. Jail nursing come out of this fund. Staffing is less than last year. This is a status quo budget. There is a beginning fund balance of \$1.5 million, these were funds that were given due to Covid-19. This was a very busy year for them this year, due to the pandemic.

WIC

WIC provides supplemental food to pregnant women and children up to age 5. This program is budgeted for a \$125,000 General Fund transfer this year to maintain services. The average monthly caseloads are expected to remain steady.

MOTION: HARTMANN MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE PUBLIC HEALTH FUND REVENUES TOTALING \$3,590,000, EXPENDITURES IN FAMILY PLANNING IN THE PROPOSED AMOUNT OF \$177,823, EXPENDITURES IN GENERAL HEALTH IN THE PROPOSED AMOUNT OF \$2,965,932, AND EXPENDITURES IN WIC IN THE PROPOSED AMOUNT OF \$446,245.

MOTION PASSED UNANIMOUSLY

BEHAVIORAL HEALTH FUND

Revenues

There are a number of programs within Behavioral Health. The State requires behavioral health services be provided within 14 days of intake. If this requirement is not met, State funding is threatened. The Department is able to provide these services in a timely manner, even as intakes continue to rise. There has been an increase in FTE's which was proposed for last years budget. There is \$3.5 million being budgeting for expanded the Academy Building in order to offer more services/enhanced programs to the public.

Behavioral Health Support Services

This supports all of the billing specialists in Behavioral Health as well as Health Services Administration. There contingency is built up to \$4,862,117 this year.

Addiction Services

This program has their own silo of money. Staffing is status quo. This program may be seeing enhancements due to possible funding coming from the state for addiction services.

Outpatient Services

Polk County receives a lot more Marion County visitors in West Salem because the wait time is much less than in Marion County. Outpatient has the bulk of our staff and bulk of people who need assistance. Polk County does a lot of contract services, example: tele-psychiatry.

Developmental Disabilities

These monies have increased dramatically Due to a \$500,000 increase in 17-18. This program has their own silo of money. This program is now staffed appropriately.

Sub grant Program

This is at 0.00 because it is only in here for history. The state accidentally sent us money and we sent it back so now it shows up as money in and money out.

David Johnson asked about the building expansion on the Academy Building and wanted to make sure that the \$3.5 million would be enough to cover the costs. Mr. Hansen stated that we own the land and that amount should be a correct estimate.

Blair Wasson asked about the Addictive Services Program and if it is directly related to the Homelessness Initiatives. Noelle Carroll, Health Services Director, stated no they are not.

MOTION: MORDHORST MOVED, GORDON SECONDED, TO TENTATIVELY APPROVE BEHAVIORAL HEALTH, SUPPORT SERVICES, ADDICTIONS, OUTPATIENT, MENTAL HEALTH SERVICES, DISABILITIES SERVICES, AND SUBGRANT PROGRAM FUND EXPENDITURES AND REVENUES IN THE PROPOSED AMOUNT OF \$34,841,000.

MOTION PASSED UNANIMOUSLY

HEALTH SERVICES

There are two programs within it. Health services administration and Family & Community Outreach. This budget is similar to last year due to no FTE increase. This is a status quo budget.

Family & Community Outreach

This program does a lot for the community for people who are in need of resources. There are a high energy staff and they get out and get numerous things done in the community.

MOTION: GORDON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE HEALTH SERVICES FUND HEALTH SERVICES ADMINISTRATION REVENUES \$8,800,00, EXPENDITURES IN THE AMOUNT OF \$2,466,586 AND FAMILY AND COMMUNITY OUTREACH REVENUES AND EXPENDITURES IN THE PROPOSED AMOUNT OF \$6,333,414.

Norbert Hartmann asked Noelle Carroll some questions about funding and the extra money that has been coming in from the pandemic and other issues that the State of Oregon wants to address and wanted to know if she has any concerns. Ms. Carroll provided her answer. David Johnson asked where is the state currently focusing their funding. Ms. Carroll stated there has been a focus on preventive measures. Blair Wasson asked how much autonomy she has with the funding coming in. Ms. Carroll provided her answers. Commissioner Mordhorst asked about their current staffing levels and has the retention bonuses that were given helped slow down the turnover. Ms. Carroll stated that the bonus has helped so some of that turnover but overall, they are struggling to fill positions. David Johnson asked if the wage is competitive. Ms. Carroll stated that even with increasing wages, it is not competitive. Commissioner Gordon stated this is a nationwide issue. Ms. Carroll stated there are companies offering telework positions with double the pay. Norbert Hartmann asked for some positives and negatives that Brent DeMoe, Family and Community Outreach Director, has been seeing. Mr. DeMoe shared

some positives and negatives. He also talked about the Homelessness Initiative and the plans for the services they want to be able to provide with the funding that is coming in from the state.

Veteran's Services Fund

This program started in January 2017 (opened to the public in February), to address Veteran's needs within Polk County. A majority of funding for this program is from a stipend from the State of Oregon, a General Fund transfer, and grants/donations. There has been great success with this program, inside and outside of Polk County. There are now 2 VSO positions. There is also a temporary housing unit called Gale's Lodge. There is a General Fund transfer of \$90,000.

Brent DeMoe shared some highlights and successes from the VSO for the current fiscal year. Mr. DeMoe thanked everyone for the support for this fund. They currently service 7,000 veterans and the state has not increased the funding they provide to the county. David Johnson asked as what point will they be able to add an additional FTE position. Mr. DeMoe stated that the state would have to increase their funding by \$85,000 minimum.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE VETERAN'S SERVICES FUND IN THE PROPOSED AMOUNT OF \$330,000.

MOTION PASSED UNANIMOUSLY

BUILDING IMPROVEMENT

Mr. Hansen provided a list of upcoming projects for the Board to review.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE ACADEMY BUILDING IMPROVEMENTS IN THE PROPOSED AMOUNT OF \$251,120, AND EXPENDITURES FOR COURTHOUSE BUILDING IMPROVEMENTS IN THE PROPOSED AMOUNT OF \$798,880, AND THE TOTAL REVENUES OF \$1,000,050.

MOTION PASSED UNANIMOUSLY

PUBLIC WORKS CONSTRUCTION FUND

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE BUILDING IMPROVEMENT EXPENDITURES FOR PUBLIC WORKS CONSTRUCTION FUND IN THE PROPOSED AMOUNT OF \$650,000.

PUBLIC COMMENT:

Chairman Johnson opened the hearing to public comments at 10:30 a.m.

Gene Sherbeck provided public comment and commended all the hard work that Polk County does.

Chairman Johnson closed for public comment and moved onto Public Works fund at 10:32 a.m.

PUBLIC WORKS

Revenues

Mr. Hansen shared some larger projects details that are happening in the Public Works Department.

Public Works Administration

This is a status quo budget.

County Shops

There are 3 mechanics that work in the shops and provide maintenance to all the motor pool vehicles along with all of the public works fleet and heavy machinery. The budget is status quo.

Road Maintenance

The bulk of the work that the public sees is in this department. The cost of operating supplies and fuels are increasing. There is a large increase in striping and paint costs as well. Somewhat of a status quo budget, no increase in staffing.

Public Works Construction

These tend to be HBRR Projects or something that has some federal funding in it. This one doesn't use our crew and instead uses a contracted crew. This money usually goes toward added bike paths on the shoulder of roads or to widen bridges to add a bike path. Grand Ronde Rd is a project that we start on this year and will be a large project that will have a significant impact on the community.

Survey

There are 3 FTE in this department. This is a status quo budget.

Engineering

There are 4 FTE in the department. This is a status quo budget.

Blair Wasson asked about Polk County being the 9th most rapidly growing county. Todd Whitaker, Public Works Director, stated that people love our roads. Commissioner Pope wanted Mr. Whitaker to share some new rules that are coming for funding in regards to striping. Mr. Whitaker answered the question. Commissioner Mordhorst thanked him for their efforts and all their hard work in the recent ice storms that we have had. Mr. Whitaker is happy to say that they have a fully staffed road crew now and it is a great team.

MOTION: MORDHORST MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE PUBLIC WORKS FUND REVENUES IN THE PROPOSED AMOUNT OF \$16,564,000, PUBLIC WORKS ADMINISTRATION EXPENDITURES IN THE PROPOSED AMOUNT OF \$4,361,758, COUNTY SHOPS EXPENDITURES IN THE PROPOSED AMOUNT OF \$695,704, ROAD MAINTENANCE EXPENDITURES IN THE PROPOSED AMOUNT OF \$5,863,177, ROAD CONSTRUCTION EXPENDITURES IN THE PROPOSED AMOUNT OF \$4,705,500, SURVEY EXPENDITURES IN THE PROPOSED AMOUNT OF \$457,506, AND ENGINEERING EXPENDITURES IN THE PROPOSED AMOUNT OF \$480,354.

MOTION PASSED UNANIMOUSLY

PUBLIC LAND CORNER PRESERVATION

This is overseen by the surveyor. This is the first program that tapped recording fees as a funding source. The goal is to restore land donation corners. There is \$160,000 in professional Services is a charge for service for the surveyor instead of a transfer to Public Works. This is funded when there is recording of any land documents. It has never required a General Fund transfer.

MOTION: WASSON MOVED, HARTMANN SECONDED, TO TENTATIVELY APPROVE THE PUBLIC LAND CORNER PRESERVATION BUDGET IN THE PROPOSED AMOUNT OF \$200,000.

MOTION PASSES UNANIMOUSLY.

NON-DEPARTMENTAL (CONTINUED)

Transfers \$2,407,000

MOTION: HARTMANN MOVED, WASSON SECONDED TO TENTATIVELY APPROVE THE GENERAL FUND OPERATING TRANSFER IN THE PROPOSED AMOUNT OF \$2,407,000.

MOTION PASSED UNANIMOUSLY

Greg Hansen stated this is where they would need to discuss and approve their wish list item of added more funding to the CASA budget.

APPROVED BY CONSENSUS OF THE BOARD TO FUND CASA WITH THE ADDITIONAL \$5,000.00 FOR A TOTAL OF \$25,000.00

Contingency \$4,079,579
Revenues \$32,417,550

MOTION: HARTMANN MOVED, GORDON SECONDED TO TENTATIVELY APPROVE THE GENERAL FUND OPERATING CONTINGENCY IN THE AMOUNT OF \$4,079,579, AND GENERAL FUND REVENUES IN THE PROPOSED AMOUNT OF \$32,417,550.

MOTION PASSED UNANIMOUSLY

Greg Hansen gave a preview of what they would be discussing at the next budget hearing and thanked the committee for their time and their participation.

Chairman Johnson adjourned the budget hearing until Wednesday, May 17, 2023 at 9:30 a.m.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
65																		
66			PERSONAL SERVICES	SALARY	BENEFITS	TOTAL	PAYROLL	PAYABLE	BUDGET									
67																		
68			ADMIN. OFFICER	96,000	24,640	120,640	12,064	12,064	96,512									
69			FINANCE OFFICER	102,500	55,801	158,301		79,151	79,151									
70			ACCT. TECH.	30,292	21,356	51,648		51,648										
71			PAYROLL CLERK	50,000	32,708	82,708	82,708											
72			Senior Payroll	45,000	30,605	75,605	75,605											
73			Executive Assistant	50,000	36,200	86,200			86,200									
74			SECRETARY	0	0	0	0	0	0									
75			OVERTIME	10,000	4,500	14,500	7,250	7,250	0									
76				383,792	205,810	589,602												
77			MATERIALS AND SERVICES			198,400	39,680	39,680	119,040									
78			FUND CONTINGENCY			0	0	0										
79			TOTAL EXPENSE			788,002	217,307	189,792	380,903									
80			TOTAL FISCAL SERVICES COST				211,874	185,048	371,380									
81										768,302								

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
82																				
83																				
84																				
85																				
86																				
87																				
88	110	100	110	BOARD OF COMMISSIONERS	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%	
89	120	100	120	CLERK	3.00	16,341	681,145	66,130	598,674	17,889	2,99%								2.99%	
90	140	100	140	TREASURER TAX COLL.	1.90	13,860	460,978	35,717	411,401	12,082	2.94%								2.94%	
91	210	100	210	ASSESSOR	12.00	48,116	1,818,875	200,735	1,570,024	51,786	3.30%								3.30%	
92	310	100	310	COMMUNITY DEVELOPMENT	13.00	69,355	4,211,003	142,903	3,998,745	88,860	2.22%								2.22%	
93	410	100	410	DISTRICT ATTORNEY	21.65	88,617	3,108,094	98,080	2,921,397	97,304	3.33%								3.33%	
94	430	100	430	SHERIFF	71.95	345,840	14,945,237	226,413	14,372,984	361,768	2.52%								2.52%	
95	810	100	470	COMM. SERV. DIVERSION	4.00	15,002	415,056	5,156	394,898	15,655	3.96%								3.96%	
96	457	233	457	COMM. CORRECTIONS	13.55	64,439	2,483,697	54,178	2,365,080	66,763	2.82%								2.82%	
97	810	100	750	PARK MAINTENANCE	0.00	18,096	1,094,346	0	1,076,250	14,451	1.34%								1.34%	
98	610	210	610	PUBLIC WORKS FUND	27.00	238,333	16,914,000	145,159	16,530,508	290,650	1.76%								1.76%	
99	610	215	660	PUBLIC LAND CORNER	0.00	4,717	170,000	43,506	121,777	2,649	2.18%								2.18%	
100	610	217	645	OTIA III BRIDGE REPLACEMENT	0.00	0	650,000	0	650,000	0	0.00%								0.00%	
101	430	220	450	DOG CONTROL	2.00	7,022	268,000	9,551	251,427	9,266	3.69%								3.69%	
102	430	225	455	MARINE PATROL	1.05	4,021	76,000	0	71,979	4,380	6.09%								6.09%	
103	490	230	490	LAW LIBRARY	0.00	1,624	35,000	3,353	30,023	1,499	4.99%								4.99%	
104	510	235	520	PUBLIC HEALTH	19.40	106,738	3,490,000	52,439	3,330,823	99,397	2.98%								2.98%	
105	510	232	510	HEALTH SERV. ADMIN.	15.75	58,219	2,496,086	86,509	2,351,358	68,036	2.89%								2.89%	
106	510	240	530	BEHAVIORAL HEALTH	153.30	839,672	36,841,000	452,325	35,549,003	963,992	2.71%								2.71%	
107	510	245	460	JUVENILE	5.95	27,868	1,207,500	14,773	1,164,859	29,859	2.56%								2.56%	
108	510	255	580	POLK YOUTH SERV COMM	30.60	133,502	6,378,914	42,822	6,202,590	177,352	2.86%								2.86%	
109	710	260	710	FAIR	5.00	30,471	1,033,000	8,362	994,167	33,605	3.38%								3.38%	
110				GRAND TOTAL	401.10	2,131,853	98,777,931	1,688,111	94,957,967	2,407,243	2.54%									2.54%
111																				
112																				
113																				
114																				

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
115																		
116																		
117			INFORMATION SYSTEMS DP CHARGES															
118	DPT	FUND	DIV															
119																		
120	110	100	110 BOARD OF COMMISSIONERS															
121	120	100	120 CLERK-RECORDING															
122	120	100	130 CLERK-REG ELECTIONS**															
123	140	100	140 TREASURER															
124	210	100	210 ASSESSOR															
125	140	100	220 TAX COLLECTOR															
126	310	100	310 COMM DEV-PLANNING															
127	310	110	320 COMM DEV-BLDG INSP.															
128	410	100	410 DA-PROSECUTION															
129	410	100	415 DA-SUPPORT ENF.															
130	410	100	418 DA-VICTIM'S ASSISTANCE															
131	430	100	430 SHERIFF-PATROL															
132	430	100	437 SHERIFF- JAIL															
133	430	100	440 EMER MANGMT															
134	457	100	457 COMMUNITY CORRECTIONS															
135	810	100	470 COMM. SERV. DIVERSION															
136	310	100	590 COMM DEV-ENV HEALTH															
137	199	100	200 TITLE III															
138	180	492	COURT SECURITY															
139	430	120	432 POINT															
140	610	210	610 PUBLIC WORKS FUND															
141	610	215	660 PUBLIC LAND CORNER															
142	430	220	450 DOG CONTROL															
143	490	230	490 LAW LIBRARY															
144	510	232	510 HEALTH SERV. ADMIN.															
145	510	235	520 PH-FAMILY PLANNING															
146	510	235	525 PH-GENERAL HEALTH															
147	510	235	528 PH-WIC															
148	510	240	530 MH-ADMIN. SERV.															
149	510	240	535 MH-ADDITIONS SERV.															
150	510	240	540 MH-COMM. SUPP. UNIT															
151	510	240	555 MH-DEV DISABLED															
152	510	245	460 JUVENILE															
153	510	255	580 FAMILY OUTREACH															
154	310	280	330 ECON. DEVELOPMENT															
155	254	254	586 VETERANS SERVICES															
156	710	260	710 FAIR-ANNUAL															
157	710	260	720 FAIR-YEAR ROUND															
158			GRAND TOTAL															
159																		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
160																			
161																			
162																			
163																			
164																			
165				INFORMATION SERVICES BUDGET				PERCENT PC	PC CHARGE	PERCENT DBMS/WEB	Database/W Charge								
166																			
167																			
168																			
169				Helion - Computer Contract			175,000	20%	35,000	80%	140,000								
170																			
171																			
172				TOTAL			175,000	20%	35,000	80%	140,000								
173																			
174																			
175				TOTAL PERSONAL SERVICES			903,000	80%	722,400	20%	180,600								
176																			
177				MATERIALS AND SERVICES			512,000	85%	435,200	15%	76,800								
178																			
179				CAPITAL OUTLAY			50,000	75%	37,500	25%	12,500								
180																			
181				TOTAL BUDGET			1,640,000		1,230,100		409,900								
182				LESS IS OUTSIDE USER CHARGES					175,000		100,000								
183				TOTAL IS BUDGET CHARGED OUT					1,055,100		309,900								
184																			
185																			
186																			
187																			

**INSURANCE
2024-25**

			DEPARTMENTS	CHARGE
100	8820	110	B.O.C.	-
100	8820	120	CLERK-RECORDING	1,400.00
100	8820	130	CLERK-ELECTIONS	1,400.00
100	8820	140	TREASURER	550.00
100	8820	210	ASSESSOR	5,000.00
100	8820	220	TAX COLLECTOR	1,100.00
100	8820	310	PLANNING	2,000.00
100	8820	410	D.A.-PROSECUTION	3,500.00
100	8820	415	D.A.-SUPPORT ENF.	1,000.00
100	8820	430	SHERIFF-PATROL	145,000.00
100	8820	435	SHERIFF-JAIL	130,000.00
100	8820	440	EMERGENCY MANAGEMENT	2,000.00
100	8820	457	COMMUNITY CORRECTIONS	5,500.00
100	8820	470	COMM. SERVICE	1,800.00
100	8820	590	ENVIRON. HEALTH	2,500.00
100	8820	750	PARKS	1,000.00
110	8820	320	BUILDING INSP.	7,000.00
210	8820	610	P.W.-ADMINISTRATION	160,000.00
215	8820	660	P.L.C.P.	1,000.00
217	8820	645	OTIA III	-
220	8820	450	DOG CONTROL	1,600.00
225	8820	455	MARINE PATROL	1,200.00
232	8820	510	HEALTH SERVICES	7,500.00
235	8820	520	P.H.-FAMILY PLANNING	1,100.00
235	8820	525	P.H.-GENERAL HEALTH	2,700.00
235	8820	528	P.H.-W.I.C.	1,250.00
240	8820	530 M01	M.H.-ADMIN. SVCS.	155,000.00
245	8820	460 J01	JUVENILE-JUVENILE	1,900.00
245	8820	460 J02	JUVENILE-JUVENILE	900.00
250	8820	465	YOUTH PROG-MENTOR	-
255	8820	580	COMMISSION YOUTH/CHILDREN	-
260	8820	710	FAIR FUND - ANNUAL	2,500.00
260	8820	720	FAIR FUND - YEAR AROUND	12,000.00
280	8820	330	ECONOMIC DEVELOPMENT	1,600.00
300	8820	595	HOUSEHOLD HAZARDOUS WASTE	600.00
TOTALS				661,600.00

Date: 4/4/2024

**COURTHOUSE BUILDING
RENT AND MAINTENANCE CHARGES
FY 2024-25**

FUND DEPT. NO. NO.	DEPARTMENT	RAW SQ. FT.	COMMON SQ. FT.	TOTAL SQ. FT.	FY 24-25	FY 23-24	NET CHANGE
					ANNUAL RENT	RENT CHARGE	
	TOTAL RECOVERY	1,420,300					
	TOTAL SQ. FT.	54,570	21,615				
	YEARLY RATE	26.03					
	MONTHLY RATE	2.17					
100	210 ASSESSOR	3,896	4,689	8,585	223,439	201,840	21,599
100	110 BOARD OF COMMISSIONERS	0	0	0	0	0	0
100	320 COMM. DEV.-BLDG INSPECTION	801	964	1,765	45,938	41,497	4,441
100	590 COMM. DEV.-ENV HEALTH	801	964	1,765	45,938	41,497	4,441
100	310 COMM. DEV.-PLANNING	1,068	1,285	2,353	61,251	55,330	5,921
100	120 CLERK-RECORDING	896	1,078	1,974	51,386	46,419	4,967
100	130 CLERK-ELECTIONS	896	1,078	1,974	51,386	46,419	4,967
100	410 DA-PROSECUTION	2,900	3,490	6,390	166,318	150,240	16,078
100	415 DA-SUPPORT ENF.	750	903	1,653	43,013	38,855	4,158
100	470 COMMUNITY SERVICE DIVERSION	0	0	0	0	0	0
100	440 SHERIFF-EMER. MANGMT	200	241	441	11,470	10,361	1,109
100	435 SHERIFF-JAIL	200	241	441	11,470	10,361	1,109
100	430 SHERIFF-CRIMINAL	3,750	4,513	8,263	215,066	194,276	20,790
100	220 TAX COLLECTOR	784	944	1,728	44,963	40,617	4,346
100	140 TREASURER	150	181	331	8,603	7,771	832
220	450 DOG CONTROL	100	120	220	5,735	5,181	554
230	490 LAW LIBRARY	768	924	1,692	44,046	39,788	4,258
	SUBTOTAL	17,960	21,615	39,575	#####	930,454	99,569
	MAN. SVCS. - INFO. SVCS./BOC	4,400		4,400	114,519		
	CIRCUIT COURT #1	4,005		4,005	104,239		
	CIRCUIT COURT #2	2,030		2,030	52,835		
	DISTRICT COURT	2,682		2,682	69,805		
	COURT RECORDS	1,378		1,378	35,865		
		500		500	13,014		
	TOTAL COURTS	14,995	0	10,595	275,756		
	TOTAL	32,955	21,615	50,170	#####		

Notes:
Rent includes 950,000 operational budget for the Courthouse Building Maintenance plus \$75,000 for Depreciation. (Courthouse valued at \$5.25 Million depreciated over 75 Years) Rent includes charges for Utilities and Janitorial Service. Recovery charges for the Courts are excluded from the recovery calculations. Reserves are being used this fiscal year to offset some rental charges.

Date: 4/4/2024

**ACADEMY BUILDING
RENT AND MAINTENANCE CHARGES
FY 2023-24**

	RAW SQ. FT.	COMMON SQ. FT.	TOTAL SQ. FT.	FY 24-25 ANNUAL RENT	FY 23-24 RENT CHARGE	NET CHANGE
Total Recoverable	1,010,000					
Total Square Footage	45,000	24,653				
Annual Square Footage Charge	22.44					
Monthly Square Footage Charge	1.87					
100 457 COMMUNITY CORRECTIONS	0	0	0	0	0	0
100 470 COMM. CORR. - COMM. SERVICE	0	0	0	0	0	0
235 520 PH-FAMILY PLANNING	700	848	1,548	34,747	31,651	3,096
235 525 PH-GENERAL HEALTH	2,500	3,029	5,529	124,097	113,039	11,058
235 528 PH-WIC	1,250	1,515	2,765	62,048	56,519	5,529
232 510 HEALTH SERV. ADMIN.	2,450	2,968	5,418	121,615	110,778	10,837
240 530 MH-ADMIN. SERV.	13,447	16,293	29,740	827,493	745,405	82,088
240 535 MH-ALCOHOL SERV.	0	0	0	0	0	0
240 540 MH- OUTPATIENT SERVICES	0	0	0	0	0	0
240 540 MH- OUTPATIENT SERVICES - ECOS	0	0	0	0	0	0
240 540 MH- OUTPATIENT SERVICES - CSS	0	0	0	0	0	0
240 540 MH- OUTPATIENT SERVICES - OUTREACH	0	0	0	0	0	0
240 555 MH-DEVELOPMENTAL DISABILITY	0	0	0	0	0	0
245 460 JUVENILE DEPARTMENT	0	0	0	0	0	0
250 465 YP-MONITOR/SHELTER HOME	0	0	0	0	0	0
YP-SHELTER HOME	0	0	0	0	0	0
255 580 FCCO	0	0	0	0	22,608	(22,608)
OUTSIDE RENTERS	0	0	0	0	0	0
OUTSIDE RENTERS	0	0	0	0	0	0
100 350 EXTENSION	0	0	0	0	0	0
GRAND TOTAL	20,347	24,653	45,000	1,170,000	1,080,000	90,000

Notes:
The Academy Building Rent includes Estimated Operational Expenses of \$650,000, Repayment of COPs of \$380,000 and additional remodel charges of \$220,000.