



BUDGET COMMITTEE MEETING

May 16, 2018

COURTHOUSE CONFERENCE ROOM

AGENDA

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2018-2019 Budget Committee Minutes: April 3 - April 5, 2018 |
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<i>(Bring your proposed 2018-2019 budget binder for reference)</i> |
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| 34-47 | 6. | BUDGET OFFICER'S RECOMMENDED CHANGES TO BUDGET
COMMITTEE'S APRIL 5 th TENTATIVELY APPROVED BUDGET |
| | 7. | PUBLIC COMMENTS |
| | 8. | BUDGET COMMITTEE ACTION: |
| | a) | Approve 2018-2019 Budget |
| | b) | Approve 2018-2019 General Fund Tax Levies of: |
| | (1) | General Fund Tax Rate of \$1.7160 per \$1,000 |
| | (2) | Public Safety Operating Levy Tax Rate of \$0.3303 per \$1,000 |
| | 9. | ADJOURN |

2018-2019 POLK COUNTY BUDGET COMMITTEE HEARINGS
DAY #1 – April 3, 2018

CALL TO ORDER AND NOTE OF ATTENDANCE

At 9:00 a.m., Commissioner Mike Ainsworth called the 2018-2019 Polk County Budget Committee Hearings to order. Commissioner Ainsworth, Commissioner Wheeler, David Johnson, Norbert Hartmann, and Blair Wasson were in attendance.

Staff Present: Greg Hansen, Budget Officer
 Heather Chase, Recording Secretary

The following minutes will refer to the 2018-2019 Proposed Budget document and to the CD where the corresponding discussion was recorded. CDs of the proceedings are on file in the Board of Commissioners' Office.

ELECTION OF CHAIRMAN, VICE CHAIRMAN, AND SECRETARY

Norbert Hartmann was nominated for Chairman of the 2018-2019 Budget Committee.

MOTION: WASSON MOVED, POPE SECONDED TO ELECT NORBERT HARTMANN AS CHAIR PERSON.

MOTION PASSED UNANIMOUSLY.

Blair Wasson was nominated for Vice-Chairman of the 2017-2018 Budget Committee.

MOTION: AINSWORTH MOVED, POPE SECONDED, TO ELECT BLAIR WASSON AS VICE-CHAIR PERSON.

MOTION PASSED UNANIMOUSLY.

Mike Ainsworth was nominated for Secretary of the 2018-2019 Budget Committee.

MOTION: POPE MOVED, WHEELER SECONDED TO ELECT MIKE AINSWORTH AS SECRETARY.

MOTION PASSED UNANIMOUSLY.

APPROVAL OF MAY 17, 2017 BUDGET COMMITTEE MINUTES

MOTION: AINSWORTH MOVED, WASSON SECONDED, TO APPROVE THE BUDGET COMMITTEE MINUTES OF MAY 17, 2018.

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

MOTION PASSED UNANIMOUSLY.

2018-2019 BUDGET MESSAGE

The 2018-19 Polk County Proposed Budget is what I consider a moderate growth budget maintaining what we implemented in the last three years and building on that foundation. A General Fund with the fourth year of funding from the Public Safety operating levy, along with increased property tax revenue, a below average increase in health insurance and an off year of PERS rate increases, has allowed for the County to expand some programs and FTE's.

The General Fund will see an increase of \$2,235,450 over last year's adopted budget and an additional 5.78 FTE in staff increases. The major growth is occurring in our Public Safety programs (Sheriff, District Attorney and Community Corrections/Community Services).

Other Funds with dedicated funding either remained status quo or saw significant increases in funding. For example, the Public Works saw overall funding increases of approximately 26.17% (additional \$1,983,000), Health Services saw funding increases of \$435,500 or 17.53% and Behavioral Health saw increases of \$2,172,000 or 10.76% in total budget. In total, other funds saw increases in funding amounting to \$5,019,809 and FTE increases of 6.95.

Overall, the proposed budget for the County increased by 10.49% (a \$7,255,259 increase in overall budget after omitting the bond measure). The total proposed budget has an increase of 12.73 FTE.

Looking ahead the picture continues to look positive as the real estate market remains strong. Critical to our positive outlook is the re-authorization of the Public Safety Operating Levy in May of 2019 and no significant downturns in State/Federal Funding. PERS and health insurance will also play a significant role in our future growth.

Prior Years' Budget History

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

The 2007-08 budget was the first budget where we talked seriously about a budget without O & C funding. During the budget hearings, two budgets were proposed (a status quo budget and a without budget). The result was a status quo budget that had very little growth except for the programs with dedicated funding.

The 2008-09 budget was a wait and see budget, as we awaited word on O & C funding. As it turned out, O & C was funded for four years with decreasing revenues each year. Reductions in staffing still occurred as the County prepared for reduced revenues from both the State and Feds.

The 2009-10 budget saw a decline in personnel and the overall budget in the General Fund. A reduction of 5.25 FTE in personnel occurred in multiple General Fund programs, while the overall General Fund budget decreased approximately 5%. The County's budget had a total reduction of approximately 9.5% (mostly due to a reduction in Road Bond funds).

The 2010-11 budget saw a decline in personnel and budget in the General Fund. A reduction of 4.15 FTE in personnel occurred in multiple General Fund programs, while the overall General Fund budget decreased by 0.1%. The County's budget had a total reduction of approximately 1.0% (mostly due to the reduction in Road Bond and OTIA III funds).

The 2011-12 budget continued to see a decline in personnel and budget in the General Fund. A reduction of 8.25 FTE in personnel occurred in multiple General Fund programs, while the

overall General Fund budget decreased by 3.71%. The County's budget had a total increase of approximately 5.9% (mostly due to increases in the Building Improvement, Public Works and Mental Health funds).

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.

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 \$0.3883/\$1,000 (as a result of the O & C cut offset) that was deposited in the General Fund.

And finally, if successful in May, in the Debt Service Fund, the fund that pays off bonds, I am proposing a levy in the amount of \$775,000 (first year of the Courthouse Complex Maintenance Bond).

PROGRAM CHANGES / UPDATES:

General Fund

The General Fund will see increases in personnel of 5.78 FTE and an overall increase in the budget of 9.55% (approximately \$2.235 million).

Other Funds

Public Works saw an increase in personnel of 3.10 FTE and overall budget increase of 26.17% (\$1,983,000).

Health Services will have an increase in total personnel (2.4 FTE) and an increase in appropriations of 17.53%.

Public Health had a slight increase in the overall budget of 5.72%.

Behavioral Health saw an increase in personnel (1.05 FTE) and an overall budget increase of 10.76% (\$2,172,000 increase). A majority of this increase (\$1,880,000) was a change in how we account for internal services.

REVENUES:

General Fund

General Fund revenues for fiscal year 2018-19 are proposed at \$25,644,800 (a \$2,235,450 increase from last year). This is an **increase** of 9.55% over last year's adopted budget. The primary revenue increases for the upcoming year are Property Taxes (\$450,000), Beginning Fund Balance (\$200,000), State Share Revenues (State Timber cut) (\$150,000), State Taxes (\$175,000), Sheriff Jail (\$325,000 rental beds) and the inclusion of O & C timber cut (\$400,000).

There were no real revenue decreases incorporated into the budget.

All other revenues in the General Fund remained fairly constant.

Other Funds

The Public Works Fund **increased** by 26.17% (\$1,983,000) due to Federal Awards and increased Gas Tax revenue.

Health Services related funds with increases were Public Health (5.72%) and Behavioral Health (10.76%) and Health Services (17.53%).

Juvenile Fund increased by 1.29%.

The Fair Fund saw an **increase** of 2.68% in its operating budget.

Management Services saw an **increase** of 1.04%.

PROPOSED STAFFING LEVELS:

General Fund (budgeted net increase 5.78 FTE)

Proposed staffing levels in the General Fund increased by 5.78 FTE. Increases occurred in the District Attorney (1.95 FTE Support Staff) and Sheriff – Patrol (1.6 FTE Deputies), Sheriff – Jail (1.0 FTE Deputy) and Community Service (2.0 FTE). Decreases in personnel occurred in Community Corrections (-1.0 FTE).

Other Funds (budgeted net increase of 6.95 FTE)

Staff increases occurred in the Public Works Fund (3.1 FTE), Health Services Fund (2.4 FTE), Behavioral Health Fund (1.05 FTE) and Management Services (2.63 FTE).

Salaries & Benefits

The County is in negotiations with one labor union (Parole & Probation FOPPO) for this upcoming fiscal year.

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 did not increase this upcoming year (adjusts every two years). The increase projected for next year is approximately 4.65% or \$800,000 to the total County budget.

The Unfunded Actuarial Liability (UAL) for Polk County with the latest evaluation period (2016) is now at negative \$26.74 million, a slight increase over the previous year.

Health insurance continues to be a burden on our financial stability. As health insurance premiums continue to increase at near double-digit rates, the cost burden on the County becomes more serious. For the upcoming budget, our rates are anticipated to increase between 4% - 10% for both providers.

To put the cost associated with employee salaries and benefits into perspective, Polk County will potentially be employing 87 more employees in 2018 than in 2008, but the total cost associated with those employees will be \$15,250,000 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 30% in the past ten years (over 3% increase a year). Unfortunately, that rolling average continues to roll up which indicates that recently we have been hovering nearer the 4.0% increase.

INTERNAL CHARGES:

The overhead charges associated with Central Services, Finance, Personnel, County Counsel and Board of Commissioners **increased** 5.92% for fiscal year 2018-19.

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 \$475,000 transfer to Building Improvement). Rental charges for the Courthouse Complex **increased** 9.89% and **decreased** 23.6% for the Academy Building (reduction due to paying off past remodel costs). Rent for the Jail **increased**

by 3.17% for the upcoming year. A new rent was created for the Buchanan Building this year in the amount of \$400,000.

The insurance charges for 2017-18 **increased** 11.11% 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** 4.86% for the fiscal year.

Health Services overhead **increased** by approximately 20% due to increased staffing in Administration.

PROPOSED CAPITAL OUTLAY:

General Fund

The one proposed capital outlay item for the General Fund is vehicles (2) for the Sheriff's Office in the amount of \$70,000.

Other Funds

In Public Works, the proposed capital outlay expenditures of \$1,040,000 includes four (4) dump trucks with sander units and plows, utility truck, and two (2) survey trucks. Other capital outlay in Public Works includes minor facility repairs, machinery, right of way purchases and bike path dollars.

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

The Courthouse Complex Bond has \$2,500,000 allocated for improvements.

Behavioral Health has \$1,025,000 allocated for one motor pool vehicle and building renovation.

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 \$80,000 allocated for one/two motor pool vehicles and computer equipment.

The Building Improvement Fund has \$450,000 allocated for a new roof at the Jail.

TRANSFERS:

Transfers from the General Fund to other funds **increased** by 13.37%. These included one (1) new transfer to Family & Community Outreach.

The Public Health Fund transfer **decreased** from \$310,000 to \$250,000 (19.4%). This is the first time the transfer has dropped in the last five (5) years.

The transfer to the Juvenile Fund remains the same at \$800,000.

The transfer to the Public Works Fund increased to \$230,000 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** \$10,000 for a total of \$110,000. This amount reflects better the true costs of this program.

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 at \$150,000. This transfer is intended to assist with facility upkeep/maintenance and employee benefits.

The transfer to the Veteran's Services Fund is proposed at a slightly reduced level of \$60,000. This program includes 2.2 FTE.

Transfers to both the Law Library and Domestic Mediation Funds are proposed at \$5,000 to cover expenses for the programs.

The transfer from the General Fund to the Insurance Fund is reduced from the \$150,000 last year to \$50,000 this year. This transfer will hopefully begin to build reserves in this fund again.

The new transfer is \$200,000 from the General Fund to the Family & Community Outreach program as we broaden the scope of what this program provides the community.

Management Services will be transferring \$475,000 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 \$3,989,991, which is a increase of \$235,460 over last year's adopted contingency. Other funds with significant contingencies are Public Works (\$1,092,985), Behavioral Health (\$3,401,546) and Courthouse Complex Bond with \$7,458,547.

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.

I cannot emphasize enough the importance of the Public Safety Operating Levy and the increase in property tax revenue to provide the County with the much needed resources to meet the current operational demands. In my opinion, all of our departments are in a very good place with staffing to meet those needs and have the necessary equipment to effectively/efficiently perform their duties.

The Courthouse Complex Maintenance Bond will be a critical element in our financial flexibility in the future. Without the passage of this bond, monies will be required to be diverted from operations to building repairs.

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

GENERAL FUND REVENUES

The proposed General Fund revenues for fiscal year 2018-2019 are estimated at \$25,644,800, which is an **increase** of 9.55% over last year's adopted budget. The primary increase in revenue is the proposed growth in the General Fund Beginning Fund Balance (an increase of \$200,000), property taxes (new \$350,000), State Shared Revenues (\$175,000 from marijuana tax) and the renting out of jail beds (\$325,000).

O&C Timber monies (SRS monies) are no longer, however the County receives monies based upon the actual cut on O&C lands. Last year's distribution of the actual cut was approximately \$420,000, which is the amount that is proposed to reduce the Public Safety Operating Levy for the upcoming fiscal year.

CLERK

Recording:

This is a status quo budget. Recording numbers continue to increase with local economic growth. On June 4th, recording fees will increase by \$40 per document. This fee is mandated by the state for affordable housing (currently \$51 for a 1-page document, increasing to \$91). The percentage of documents being e-recorded continues to rise, which saves cost in supplies and postage. The number of marriage licenses being issued remains steady.

In a recent survey amongst County Clerks, Polk County was shown to be amongst the lowest staffing levels compared to similar sized counties. Val attributed this to hard working staff.

Elections:

The requested and proposed budgets are identical. Val gave the history of the Motor Voter law, which started in 2016, which automatically registers people to vote through the DMV. In January 2016 there were 43,000 registered voters, in January 2018 there were 54,000. There are approximately 30-50 registrations, address changes, etc. that are processed daily.

The department is still extremely pleased with the new voter tabulation machine that was purchased almost 2 years ago. There was an extra election this year in January that the County will get reimbursed for.

MOTION: WASSON MOVED, POPE SECONDED TO TENTATIVELY APPROVE THE CLERK'S BUDGET EXPENDITURES IN THE RECORDING BUDGET IN THE PROPOSED AMOUNT OF \$192,265 AND EXPENDITURES IN THE ELECTIONS BUDGET IN THE PROPOSED AMOUNT OF \$383,898.

MOTION PASSED UNANIMOUSLY.

ASSESSOR

This is a status quo budget. There are ten people in this department, and the department is requesting continued additional funding for temporary assistance to continue to work on a control mapping project.

Doug Schmidt, Assessor, explained that the Assessor's office is made up of three sections: cartography, records, and valuation. The Assessor's office administers and maintains

approximately 37,500 accounts. The cartography section is responsible for updating all of the records when new deeds are recorded, partition plats, and control mapping. The records division processes all tax exemptions and building permits, personal property returns, in addition to helping general public at the counter and on the telephone. The valuation division is responsible for determining the values of the properties in the county and operating the special assessment programs.

Mr. Schmidt reported that the real market value in the county was approximately \$9.2 billion (increase of 13.5% over last year), assessed value increased to approximately \$5.9 billion (increase of 5% over last year) - about 2% of both of these increases was due to new construction. The department levied approximately \$89 million in taxes and fees last year for over 70 taxing districts (cities, schools, special districts, etc.). Doug is projecting an increase of approximately 4.6% in assessed value in the upcoming fiscal year.

The department continues to contract with City of Salem surveyors to find control points along Doaks Ferry Corridor. This will allow the remapping of West Salem. The cartography division transitioned to a new cartography mapping system (Arc Map) last year, and Doug credited Chief Appraiser Valerie Patoine for her efforts to convert data and help create a more seamless transition to the new software. The department is also transitioning to a new valuation program.

MOTION: WASSON MOVED, AINSWORTH SECONDED TO TENTATIVELY APPROVE THE ASSESSOR'S BUDGET IN THE PROPOSED AMOUNT OF \$1,376,478.

MOTION PASSED UNANIMOUSLY

TAX COLLECTOR / TREASURER

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. The County Treasurer is an elected position, budgeted at approximately 0.1 FTE. Linda Fox serves as both the Treasurer and acting Tax Collector and Finance Manager. Greg anticipates that the department will start trying to recruit for a new finance manager later this year.

Tax Collector:

This is a status quo budget. Collection rates for the 17-18 tax season are approximately 96-97% (includes 2% discount).

MOTION: AINSWORTH MOVED, WASSON SECONDED TO TENTATIVELY APPROVE THE TREASURER'S BUDGET IN THE PROPOSED AMOUNT OF \$33,778 AND THE TAX COLLECTOR BUDGET IN THE PROPOSED AMOUNT OF \$310,317.

MOTION PASSED UNANIMOUSLY

DISTRICT ATTORNEY

Prosecution

Greg explained that the 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.

Aaron Felton is requesting an additional FTE for an Evidence/Discovery Clerk. Aaron explained that the discovery and evidence process is required, and with the increased of digital and online evidence, more assistance is needed to manage the workload. The requested line item for software/maintenance is \$2,000 more than the proposed budget. Aaron explained that this cost is for an additional case management license needed for the new evidence clerk (charged per user). Mr. Felton asked that this amount be added back into the Prosecution budget.

Last year the department was able to purchase laptops for each Deputy District Attorney. This year the department is requesting a portable monitor (on a cart) that the laptops can hook into that can be used in court to present video evidence.

Aaron explained that felony tracking numbers show a decrease, which Aaron attributed to the drug laws changing, so many drug crimes that used to show as felonies now only are misdemeanors.

CALL BACK - The Board requested the DA create a document that shows the demand on the department demonstrating the need for the increase in staff and materials and services. Statistics are going up in law enforcement because of increased patrols, but the Board would like to see how and where the need is to meet this increased need.

Support Enforcement

This position is status quo. 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. Most other counties in the state handle support enforcement administratively, while Polk County handles most judicially. 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.

Aaron Felton explained that total collections have decreased slightly, which staff attributed to changes in the Child Support Guidelines and minor decreases in caseloads. In addition to the state providing less funding for incentives.

Victim's Assistance

This department has an increase in FTE, which is being added through a grant. This position will help service the juvenile department. The proposed management position is actually the current Victim Assistance Coordinator position that is becoming supervisor. This position is open for recruitment.

Medical Examiner

The Medical Examiner makes determination on death scenes to determine foul play. The County currently contracts with retired professionals for medical examiner services. The requested budget includes an increase in the stipend for Bob DeJong for compensation for additional duties that he performs as the self-appointed 'administrator' of the ME team. The budget also includes an increase for Dr. Fletcher who serves as the Medical Officer, who signs off on death certificates (has not had an increase since 2008).

The past year, the Medical Examiners have been utilizing office space free of charge at the Virgil Golden Mortuary in Salem. This budget includes a \$100 per month rental charge to continue using that space.

MOTION: AINSWORTH MOVED, WASSON SECONDED TO TENTATIVELY APPROVE, IN THE GENERAL FUND, THE DISTRICT ATTORNEY'S PROSECUTION BUDGET IN THE PROPOSED AMOUNT OF \$1,515,227, VICTIM'S ASSISTANCE BUDGET IN THE PROPOSED AMOUNT OF \$405,772, SUPPORT ENFORCEMENT BUDGET IN THE PROPOSED AMOUNT OF \$388,234, MEDICAL EXAMINER BUDGET IN THE PROPOSED AMOUNT OF \$62,508.

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. The FTE in this budget is a portion of a Victim Advocate.

MOTION: AINSWORTH MOVED, JOHNSON SECONDED TO TENTATIVELY APPROVE THE RESOURCES AND EXPENDITURES IN THE C.A.M.I. BUDGET IN THE PROPOSED AMOUNT OF \$132,500.

MOTION PASSED UNANIMOUSLY.

C.A.S.A.

Greg Hansen reminded the Board that CASA moved into their own office three years ago. The County provided \$25,000 of assistance in year one, \$20,000 in year two, and \$30,000 in year three. This year the request is for \$23,000 which is the amount needed to cover rent expenses for the year. In addition to county funding, CASA also holds fundraisers through the year (golf tournament, Christmas tree lot, etc.) and receive multiple grants, and continue to look for additional grant opportunities and sustainable funding.

Mike Barnett, Board Chair, and Sherry Bray, Board Treasurer explained that Polk County CASA currently has over 56 volunteers, with combined experience of over 116 years, who provided over 10,418 hours of service in 2017. There are 10 more CASAs in training currently.

MOTION: WASSON MOVED, AINSWORTH SECONDED TO TENTATIVELY APPROVE, IN THE GENERAL FUND, THE CASA BUDGET IN THE AMOUNT OF \$23,000.

MOTION PASSED UNANIMOUSLY.

SHERIFF

Patrol

There is an additional 2.0 FTE over what was adopted last year, in order to allow 5 bodies per shift. One of these positions has already been hired in the current fiscal year. An existing 0.4 clerical position is moving to Emergency Management from Records. The Sheriff's and Captain's FTEs are split between the Jail and Patrol budgets. There are over 120 active volunteers across all patrol programs.

Sheriff Garton reported that statutorily, the department is responsible for civil service, concealed handgun licenses, search and rescue, court security, and emergency management. Patrol is not required but is a necessity to keep the peace. Over the last year, thanks to the operating levy, the Patrol Department has been able to participate in many more community events (National

Night Out, Eddie Eagle, Neighborhood Watch, Teen Driver Safety, etc.) and have a noticeably increased, proactive presence in the community.

Patrol Highlights from the last year include:

- Addition of AEDs to all patrol vehicles (some purchased, some donated).
- All patrol and jail deputies have been provided Narcan (antidote to opioid overdose) in partnership with the West Valley Hospital.
- Entered into an agreement with the City of Falls City to help enforce city ordinances.
- Created multi-agency peer support team to respond in shooting/violent incidences.
- Traffic crashes have decreased by 200, which Mark credits to higher patrols.
- Continues to utilize propane fuel, which saved the department over \$21,000 last year (last year average cost per gallon was \$1.07, similar mpg)
- Mobile Crisis Teams has reduced the amount of mental health clients in crisis being booked into the jail by 22%. MCT can make referrals on the spot to hospitals, inpatient or outpatient treatment, or follow-up appointment to County Behavioral Health department.

Jail

There is 1.0 FTE increased in this budget. The food service line item has been reduced but with the contract being renegotiated, it may go back up. The Jail rental bed revenue line item may also be reduced because the US Marshall's Service is only guaranteeing five beds, instead of ten, as originally discussed.

Jail Highlights from the last year include:

- Jail facility recently passed a biennial inspection, and received a 100% rating for Oregon jail standards.
- Entered into agreement with the US Marshall's service for the rental of jail beds.
- Jail deputies are being trained in Crisis Intervention Training
- Behavioral Health department now employs one counselor in the jail to work with inmates needing mental health assistance.
- Public Health department added Addictions Services Specialist in the jail to work with inmates and assist in services for those transitioning out.
- Created new inmate orientation video (with assistance from Western Oregon University)
- Added video visitation using tablets. Also use tablets for kites, educational programming, music, etc.
- Jail transitioning to Lexipol for online policy/procedure manual.
- 75 volunteers in the jail provide services throughout the year.
- New control panel/software installed for jail controls.

Sheriff Garton is requesting (not included in the proposed budget) the purchase of a body scanner to help detect drugs and contraband being smuggled into the jail. The anticipated cost of this equipment would be \$135,000. This item may be added into the budget prior to the May budget hearing.

Emergency Management

There is a 0.4 increase in FTE that was reallocated to patrol (records) last year, and returning this year. Otherwise this is a status quo budget. This program coordinates rescue and relief efforts during emergency events. This program also maintains the countywide communications system. The County owns the Eagle Crest Communications Tower, which other agencies lease space on, so the maintenance costs for the tower are paid for by the leases. Most of this program is funded through grants that Dean Bender, Emergency Manager applies for on behalf of the County.

MOTION: WASSON MOVED, AINSWORTH SECONDED, TO TENTATIVELY APPROVE THE SHERIFF'S OFFICE BUDGET IN THE PATROL FUND IN THE PROPOSED AMOUNT OF \$5,012,865; THE JAIL FUND IN THE PROPOSED AMOUNT OF \$5,386,588; AND THE EMERGENCY MANAGEMENT FUND IN THE PROPOSED AMOUNT OF \$459,029.

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.

P.O.I.N.T. Fund

The POINT Program was restarted in July 2016. This is a very successful program which creates a lot of felony arrests, and is a big deterrent in the amount of drug deals occurring in the County. The POINT Team is a critical component of the attempts to deal with drug issues in Polk County. Currently, participants include Polk County, Dallas City Police and Oregon State Police and Independence City Police. City of Monmouth is hoping to add a deputy once new hires complete training. A portion of funding for this program is from a \$5,000 charge from each participating agency and grant funding.

Dog Control Fund

Sheriff Garton reported the new dog control officer is the Chair of the Oregon Animal Control Officers' Association, so the training line item was slightly increased to accommodate this position.

MOTION: AINSWORTH MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE MARINE PATROL REVENUES AND EXPENSES IN THE PROPOSED AMOUNT OF \$78,000, THE POINT FUND REVENUES AND EXPENSES IN THE PROPOSED AMOUNT OF \$147,500, AND THE DOG CONTROL FUND REVENUES AND EXPENDITURES IN THE PROPOSED AMOUNT OF \$186,000.

MOTION PASSED UNANIMOUSLY.

COMMUNITY CORRECTIONS

Parole & Probation

The program is mostly status quo, 1.0 FTE was added into the budget last year, but was never filled, so it was removed in the proposed budget. There are 9.0 FTE in this budget that supervise 683 offenders. This program is mainly funded by SB1145 monies through the Department of Corrections and charges for services. Monies are also received through 3194 to provide incentives to reduce prison population. Most counties are funded for two years, Polk County was funded for one year and is reapplying for second year funding. Applications are due April 8, grant review is the following week.

Priorities in this office are community safety, offender accountability to conditions of their supervision, and providing resources for rehabilitation. Jodi Merritt, Community Corrections Director reviewed the improvements that are being made in the department including redistributing caseloads based on geographical location, a specialized domestic violence P.O., treatment court P.O., reduced supervision P.O., implementing behavioral case planning, and collaborative supervision. The biggest hurdle for supervised clients and those transitioning out of jail continues to be stable housing.

Jodi explained there continues to be a shift away from using jail as a punishment, and instead use the sanctioning grid to provide more options for interventions to try to alter behavior. This shifts the focus of the Parole and Probation officers on the case worker/social worker aspect of the job instead of law enforcement.

Community Service

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. This budget has been restructured to include the FTE from the Juvenile Community Service program, now all under one Community Service Supervisor.

Community Service projects include:

- Roadside litter removal
- Park maintenance
- Dumpstoppers
- Event set-up
- Firewood program

MOTION: POPE MOVED, AINSWORTH SECONDED, TO TENTATIVELY APPROVE THE COMMUNITY CORRECTIONS PAROLE & PROBATION BUDGET IN THE PROPOSED AMOUNT OF \$2,275,209, AND THE COMMUNITY SERVICE BUDGET IN THE PROPOSED AMOUNT OF \$417,100.

MOTION PASSED UNANIMOUSLY.

JUVENILE

Revenue

This fund receives the largest General Fund transfer proposed at of \$800,000.

Probation:

Staffing and budget is status quo. The office is open to the public in the afternoons only. Referrals to the Juvenile department continue to gradually decline. Each youth being referred completes a risk assessment. The youth being referred and supervised today have so many more needs (substance abuse, trauma, etc.) than in the past. The department is constantly training staff in best practices supervision to better understand youth and match them with appropriate services.

Sanction Court is the primary diversion program that focuses on early intervention. Recidivism (reoffend within 1-year of case being closed) rates are approximately 15%. ACT is a 'Juvenile Drug Court' program made up of DHS, a County Commissioner, a Juvenile PO, and a Police Officer. It is for youth that are currently receiving drug and alcohol services through Polk County, and are referred by their counselor as part of their treatment plan. The department is working on how to collect data to document success of the program.

Sanctions:

This program funds the detention beds. The department exclusively contracts with Yamhill County for five beds. Detention bed usage has been going down as research shows that shorter stays are more impactful on behavior. Other Contract Services in this program includes VORP and sex-offender treatment. The community mediation is an integral part of the Juvenile system.

Community Service:

Salaries from this budget was transferred to the Community Corrections Community Service Budget. Most of the funding is through contracts with ODOT and BLM to pick up trash and pull noxious weeds.

MOTION: AINSWORTH MOVED, WHEELER SECONDED, TO TENTATIVELY APPROVE THE JUVENILE FUND REVENUES IN THE PROPOSED AMOUNT OF \$1,221,000; JUVENILE PROBATION EXPENDITURES IN THE PROPOSED AMOUNT OF \$824,557, JUVENILE SANCTIONS EXPENDITURES IN THE PROPOSED AMOUNT OF \$344,870, AND JUVENILE COMMUNITY SERVICE IN THE PROPOSED AMOUNT OF \$51,573.

MOTION PASSED UNANIMOUSLY

COMMUNITY DEVELOPMENT

Planning:

This is a status quo budget. No positions have been added to the department in the proposed budget, but FTE has shifted slightly between programs. Austin McGuigan, Community Development Director reported that the Planning Division is healthy. Application numbers have leveled out since the peak in 2015-2016. Austin explained that his forecasted numbers for revenue and expenses are very conservative and he is hopeful that the department will break even.

Building Inspection:

This program has both internal staff for intake and processing permits and administrative support, and the remaining part of this program is contracted out for the actual inspection services. The Department of Justice is reviewing whether building inspection service that are contracted are constitutional or not. If the DOJ rules against contracting building inspection services, the County will need to hire an FTE to provide these services or have existing staff trained to meet the requirements. Austin reported that there is a continued increase in work flow, estimated at 13% higher than last year. More applications have been coming in for remodels than for replacement dwellings.

Environmental Health:

This department has a broad range of responsibilities, including pool inspection, septic design, restaurant inspection and licensing, dog bite investigations, etc. The division is pretty static and Austin is expecting a modest 3% increase in workload. The department recently completed a triennial review from the Oregon Health Department, and received a 100% on the audit.

MOTION: AINSWORTH MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE COMMUNITY DEVELOPMENT DEPARTMENT BUDGET IN PLANNING IN THE PROPOSED AMOUNT OF \$468,305, BUILDING INSPECTION IN THE PROPOSED AMOUNT OF \$656,806, AND ENVIRONMENTAL HEALTH IN THE PROPOSED AMOUNT OF \$342,972.

MOTION PASSED UNANIMOUSLY

Economic Development Fund

This fund pays for the Trapper services, tourism dues, Extension Research Center, and other special projects, in addition the Commissioners' Business Development Grant program open to businesses and jurisdictions for targeted economic development projects. There is also a \$700,000 placeholder in case the County wanted to apply for a Community Development Block Grant.

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.

MOTION: WASSON MOVED, POPE SECONDED, TO TENTATIVELY APPROVE REQUIREMENTS AND EXPENDITURES IN THE ECONOMIC DEVELOPMENT FUND IN THE PROPOSED AMOUNT OF \$1,235,000; AND HOUSEHOLD HAZARDOUS WASTE FUND IN THE IN THE PROPOSED AMOUNT OF \$150,000.

MOTION PASSED UNANIMOUSLY

PARKS

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.

MOTION: POPE MOVED, AINSWORTH SECONDED, TO TENTATIVELY APPROVE THE PARKS BUDGET IN THE GENERAL FUND IN THE PROPOSED AMOUNT OF \$73,108.

MOTION PASSED UNANIMOUSLY

NON-DEPARTMENTAL

Miscellaneous

The requested and proposed amounts are identical. This program consists of \$3,000 reserved for VORP, and BOC/Miscellaneous expenses of \$750. The General Fund transfers to other funds will be discussed at the budget hearing on Thursday.

MOTION: POPE MOVED, WHEELER SECONDED, TO TENTATIVELY APPROVE THE NON-DEPARTMENTAL MISCELLANEOUS EXPENDITURES IN THE NON-DEPARTMENTAL GENERAL FUND IN THE PROPOSED AMOUNT OF \$3,750.

MOTION PASSED UNANIMOUSLY

BUDGET DISCUSSION:

Greg reminded the Committee that that nothing was added to the wish list. There is one item on the call back list, for the District Attorney to provide better documentation of workload to prove the need for his request for an additional Evidence/Discovery Clerk.

At 4:10 pm, Chairman Hartmann recessed the meeting until Tuesday April 4, 2018 at 9:00 am.

DAY #2 – April 4, 2018

Chairman Hartmann reconvened the meeting at 9:00 a.m. on Tuesday, April 4, 2018.

Greg Hansen gave an overview of the previous day's hearings. Greg reminded the Committee that nothing was added to the wish list. There is one item on the call back list, for the District Attorney to provide better documentation of workload to prove the need for his request for an additional Evidence/Discovery Clerk.

Commissioner Pope provided a spreadsheet outlining the SRS renewal as follow-up to yesterday's discussion. The County should be netting-out \$400,000 (for 2016), meaning that the public safety levy amount will be reduced to about \$0.33/\$1,000. The allocation is expected to be approximately 90% of 2016's amount for 2017.

MISCELLANEOUS FUNDS

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.

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.

Insurance Fund

The requested and proposed amounts are identical, and 0.25 FTE of the County Counsel position is included in this budget. Unemployment claims are also paid from this fund. The County is fully insured through CCIS. There is a \$50,000 General Fund transfer in this fund (a reduction from \$150,000 from last year).

Debt Service Fund

The proposed budget is what the debt service fund will be if the proposed 15-year, 9.7-million dollar facilities bond is passed in May. This program is funded by a property tax assessment.

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.

Court Security Fund

Greg Hansen explained that the county continues to do minors security upgrades as the budget allows. However, if the proposed facilities bond passes, additional court security projects will be completed.

MOTION: AINSWORTH MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE LAW LIBRARY FUND REVENUES AND EXPENDITURES IN THE PROPOSED AMOUNT OF \$67,500, THE COUNTY SCHOOL FUND REVENUES AND EXPENDITURES IN THE PROPOSED AMOUNT OF \$160,000, THE INSURANCE FUND EXPENDITURES AND REVENUES IN THE PROPOSED AMOUNT OF \$1,100,000, DEBT SERVICE FUND RESOURCES AND REQUIREMENTS IN THE PROPOSED AMOUNT OF \$750,000, DOMESTIC MEDIATION FUND RESOURCES AND REQUIREMENTS IN THE PROPOSED AMOUNT OF \$42,500, AND THE COURT SECURITY FUND RESOURCES AND REQUIREMENTS IN THE PROPOSED AMOUNT OF \$126,000.

MOTION PASSED UNANIMOUSLY

FAIR FUND

Revenues

Tina Andersen, Polk County Fair Manager and Anna Scharf, Fair Board Chair, presented the Fair budget. Funding for this program is mostly from fees for the year round and annual fair. This fund has been getting a General Fund transfer the last three years, which has provided assistance to keep the fund in the black, replace the caretaker's residence and install an emergency generator. There were also multiple facility projects completed through volunteer labor over the year. Greg explained that the maintenance needs of this facility far exceed what the facility can finance. Greg anticipates that the County will be seriously looking at going on the ballot in 2020 to create a Fair taxing district.

Anna reminded the Board that the Fairgrounds is listed as the designated County and Red Cross evacuation center in the event of a major disaster, and the only evacuation center that has the capacity for humans and animals. Staff are also working with the Dallas School District to be designated as the evacuation center in case of emergency.

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. At last year's fair there were over 800 exhibitors with over 6,000 exhibits, 10 fundraisers held and over 600 volunteers. Attendance was up 4.5%.

Year Round Operation:

The requested and proposed amounts are identical, and most of the FTE for the fair are included in this budget. Salaries were increased this year to better align with the payroll costs of the rest of the County. Revenues for this program are primarily for rental services for building facilities and RV revenues. Over the last year, 240 youth events, 172 public events, and 80 private events were held at the Fairgrounds. Those events raised \$220,000 for local organizations.

This year, the Fairgrounds will be working on adding restrooms to Building C so it can be rented out and potentially bring in additional revenue. The facility will also be demolishing the old 4-H building and old food shack, in addition to the cement slab underneath and replace with new paving stones.

MOTION: POPE MOVED, AINSWORTH SECONDED, TO TENTATIVELY APPROVE THE FAIR FUND REVENUES IN THE PROPOSED AMOUNT OF \$612,000, THE FAIR FUND; ANNUAL FAIR EXPENDITURES IN THE PROPOSED AMOUNT OF \$214,501, AND THE FAIR FUND YEAR ROUND OPERATIONS EXPENDITURES IN THE PROPOSED AMOUNT OF \$397,499.

MOTION PASSED UNANIMOUSLY

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 (labeled as vehicles).

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. This year, the Academy Building gym is being converted to two stories to build additional offices and conference rooms. The costs for this renovation is being paid through the Behavioral Health fund.

Jail Maintenance

This budget houses the maintenance costs for the Jail. This year the jail will be getting a roof replacement (via the building improvement fund).

Buchanan Building Maintenance

This budget houses the maintenance costs for the Buchanan Building (houses Community Corrections, Juvenile and IS). The County is in a 20-year lease-to-own agreement for this building.

Courthouse Maintenance

This fund provides all maintenance for the Courthouse and off-site buildings (excluding fairgrounds). Greg Hansen reminded the Board that the County is going out for the facilities bond, and it needs to pass to maintain the facilities that we already have. If the Bond passes, funds have to be spent within three years. Greg explained the challenge will be timing the repairs to have the least impact to county service and operations as possible.

Information Services

This department provides all the IS services for the County, and some contract services to the Cities of Dallas and Monmouth, and Polk Fire District #1. Funding in this program is from charges for services. The Department will be updating servers and software in the upcoming fiscal year.

Geographic Information Services

This budget is status quo. This program is what is utilized for most of the County's land-based computer system. The biggest users within the County are the Assessor's Office, Planning Office and Public Works.

Finance

FTE includes one Tax/Treasurer staff member and the BOC Executive Assistant. The Admin Officer's FTE was removed from this budget because he is now contracted. Contract services is the largest line item, which includes the contract for the audit and the subscription for the ADP payroll program. AOC and NACO membership dues are incorporated within this budget.

Personnel

FTE in this program remains status quo. The Employee Assistance Program and Neogov recruiting system is paid from this fund. Since switching to the Neogov system for job recruitment, the County has seen improvement in both the quality and the quantity of applications received.

Board of Commissioners

The salaries of the three Commissioners are included in this budget, along with materials and services. Commissioner Ainsworth and his family will be taking insurance this year so that line item is higher.

County Counsel

This budget includes 0.75 FTE of the County Counsel (remainder in insurance fund) 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.

MOTION: WELLS MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE MANAGEMENT SERVICES FUND REVENUES IN THE PROPOSED AMOUNT OF \$6,307,000, NON-DEPARTMENTAL EXPENDITURES IN THE PROPOSED AMOUNT OF \$889,382, CENTRAL SERVICES EXPENDITURES IN THE PROPOSED AMOUNT OF \$499,859, ACADEMY BUILDING MAINTENANCE IN THE PROPOSED AMOUNT OF \$501,648, JAIL BUILDING MAINTENANCE IN THE PROPOSED AMOUNT OF \$324,453, BUCHANAN BUILDING MAINTENANCE IN THE PROPOSED AMOUNT OF \$396,152, COURTHOUSE MAINTENANCE IN THE PROPOSED AMOUNT OF \$685,573, INFORMATION SERVICES EXPENDITURES IN THE PROPOSED AMOUNT OF \$1,257,882, G.I.S. COMPUTER MAPPING IN THE PROPOSED AMOUNT OF \$276,261, FINANCE EXPENDITURES IN THE PROPOSED AMOUNT OF \$638,660, PERSONNEL EXPENDITURES IN THE PROPOSED AMOUNT OF \$298,872, BOARD OF COMMISSIONERS EXPENDITURES IN THE PROPOSED AMOUNT OF \$384,964, AND COUNTY COUNSEL EXPENDITURES IN THE PROPOSED AMOUNT OF \$153,293.

MOTION PASSED UNANIMOUSLY

PUBLIC COMMENT

At 10:15 a.m. Chairman Hartmann opened the floor to public comment.

Hearing no public comment, the meeting was called back into regular session.

BUILDING IMPROVEMENT

Included with the budget was a memo from Greg outlining the maintenance needs at County facilities, including what is proposed to be addressed in the fifteen-year, \$9.7 million dollar Facilities Bond scheduled for the May 2018 ballot. Over the life of the bond, Greg anticipates the cost to the taxpayer will be approximately \$0.10/\$1,000. Greg explained that the budgeted revenue for the bond is more than the expected tax revenue due to incentives offered from the Bond company.

The building improvement fund includes budgets for both the Courthouse and the Academy. Included in the Courthouse budget is funding for the re-roofing of the jail. Greg explained that the Academy Building remodel that will convert the gym into two levels of offices and conference rooms will be paid for by the Behavioral Health fund (currently \$1 million allocated for this project).

MOTION: AINSWORTH MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE BUILDING IMPROVEMENT REVENUES IN A TOTAL AMOUNT OF \$700,000; EXPENDITURES FOR ACADEMY BUILDING IMPROVEMENTS IN THE PROPOSED AMOUNT OF \$493,820, EXPENDITURES FOR COURTHOUSE BUILDING IMPROVEMENTS IN THE PROPOSED AMOUNT OF \$206,180, AND REVENUES AND EXPENDITURES IN THE COURTHOUSE COMPLEX BOND FUND IN THE PROPOSED AMOUNT OF \$10,325,000.

MOTION PASSED UNANIMOUSLY

PUBLIC HEALTH FUND

Revenues

Noelle Carroll, Health Services Director, Katrina Rothenberger, Public Health Administrator, and Tami Stump, Senior Fiscal Analyst attended the hearing to review the Public Health Department programs. The Public Health Department provides all the public health services in the County along with contract nursing services in the County Jail. This fund receives a transfer from the General Fund, proposed this year at \$250,000, a decrease of \$60,000 from last year. Katrina explained that FTE across the three Public Health programs was reshuffled, but no positions were added.

Family Planning

The primary goal of this program is to promote healthy birth outcomes. Katrina explained that with the passage of the Family Reproductive Health Equity Act, the way this program is funded is changing. Public Health Agencies are no longer mandated to provide family planning services, but the County is identifying capacity for community providers to take over the reproductive services before any decision on offering these services are made.

General Health

There are multiple programs within this budget.

- Maternity Case Management/Babies First – Katrina explained that Maternity Case Management has been changed at the state level and has been combined with Babies First. With this change comes a higher reimbursement rate for home visits.
- Ryan White/HIV - caseload has remained steady over the last few years at around 20. There are 30 tests projected to be administered in the upcoming year. Testing costs are based on fee for service.
- Jail Health - provides nursing staff to inmates in the Polk County Jail. The jail team is working well together and this program is a beneficial partnership with the Sheriff's Office.
- Emergency Preparedness - Katrina explained that whenever there is a complex communicable disease event that overwhelms local resources, it becomes an emergency preparedness event that coordinates services from other local agencies.
- Tobacco Prevention – Added the 8th grade and 11th grade tobacco survey results to highlight the shift from tobacco use to e cigarette use. The Salem Keizer School District does not participate in the student wellness survey and Dallas School District has notified the County that they will not participate in this going forward.

- Communicable Disease – Some of the FTE shuffled was moved to this program because the number of cases have increased in several areas. Not just in Polk County but across the state. Many of these infections, especially syphilis and tuberculosis, are very complex cases. In the jail, it is required that inmates get tb tested during booking.
- Immunizations – There was a slight increase in the number of immunizations given due to a partnership in the jail where inmates were vaccinated. Doses of free flu vaccine were secured from the state to vaccinate the inmates. Staff are also working with local Primary Care Providers to increase accessibility of vaccines for children.
- Vital Statistics – There was a fee increase on January 1, 2018. Fees are set by the State.

CALL BACK ITEM - The Board requested Katrina/Tami provide individual revenue and expense data for the programs included in the General Health budget.

WIC

WIC provides supplemental food to pregnant women and children up to age 5. This program received a general fund transfer each year to maintain services. The average monthly caseloads have decreased slightly statewide. Last year approximately \$674,000 was spent in the community from the WIC program.

MOTION: POPE MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE PUBLIC HEALTH FUND REVENUES TOTALING \$2,469,000, EXPENDITURES IN FAMILY PLANNING IN THE PROPOSED AMOUNT OF \$274,188, EXPENDITURES IN GENERAL HEALTH IN THE PROPOSED AMOUNT OF \$1,891,839, AND EXPENDITURES IN WIC IN THE PROPOSED AMOUNT OF \$302,973.

MOTION PASSED UNANIMOUSLY

BEHAVIORAL HEALTH FUND

Revenues

The overall revenue amount is up over \$2,000,000 from last year, and could increase by an additional \$1.5 million before the May hearing.

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 on average within 8 days, even as intakes continue to rise.

Behavioral Health Support Services

This program has a large contingency as a safety net in case federal funding for these programs is reduced, which seems to happen every 5-8 years. There are new charges showing up in all the Behavioral Health budgets for administrative support to help Tami better track admin costs, which artificially inflates the revenue numbers.

The West Salem office will be getting an additional receptionist position this year. The Monmouth office is growing at a slower pace. There are also two additional positions that have been created for a Business Intelligent Analyst (data analyst) and an Emergency Preparedness position (placeholder - might end up being partial FTE)

Addictions

This program is a stand-alone fund, funded through direct fee for service, not funded through capitation. Services provided have stayed consistent. There is a slight FTE, but this budget is mostly status quo. This program has added a certified recovery mentor in the jail working with the inmates with addictions issues.

Out Patient Mental Health – Adult/Children

This fund encompasses over half of the entire behavioral health program. It includes traditional therapy services, crisis services, jail diversion, early assessment and support, supported employment, community treatment, children's services, medication management, etc. Noelle reviewed the metrics required by the CCO that the County has been meeting.

Noelle pointed out that even though the management to staff ratio appears to be 1:8, with the inclusion of contractors for specialized services, the number is closer to 1:11. For that reason, there may be some new management positions created in the near future to help manage the additional oversight and workload from contractors.

The Committee expressed concern with the continued growth in the program, and discussed what steps the County is taking to mitigate the risk of a collapse in State and Federal funding in this program. Greg explained that this department has grown as slow as possible to still be able to keep up with the demand. Greg continues to budget a large amount for contract services to provide alternative options instead of hiring more staff. Greg explained that part of the challenge is there are very few private contractors who provide this service in Polk County (County provides 95% of service), compared to Marion County (who only provides 45% of service), but is still able to meet the benchmarks for service. The program has healthy reserves that could supplement a downturn in revenue, in addition to more contractors being utilized (as opposed to FTE), including tele psychiatry.

Developmental Disabilities

This program is a standalone program. There was a recent increase in funding for this DD services across the state, resulting in increased FTE and high reserves, which the department will be spending down in the upcoming year. The stats provided don't accurately reflect the numbers being served due to changes in how data is collected. Noelle hopes to adjust the statistic sheets in the future.

Sub-Grant Programs

This program is used as a pass through dollars for residential treatment facilities. Greg anticipates eliminating this program at the end of this fiscal year.

MOTION: POPE MOVED, AINSWORTH SECONDED, TO TENTATIVELY APPROVE THE BEHAVIORAL HEALTH FUND RESOURCES, REVENUES, AND EXPENDITURES IN THE PROPOSED AMOUNT OF \$22,357,000, MENTAL HEALTH ADMINISTRATION EXPENDITURES IN THE PROPOSED AMOUNT OF \$5,461,455, ADDICTIONS PROGRAM IN THE PROPOSED AMOUNT OF \$1,397,597, OUTPATIENT MENTAL HEALTH SERVICES EXPENDITURES IN THE PROPOSED AMOUNT OF \$12,832,622, DEVELOPMENTAL DISABILITIES EXPENDITURES IN THE PROPOSED AMOUNT OF \$2,375,326 , AND SUB-GRANT EXPENDITURES IN THE PROPOSED AMOUNT OF \$290,000.

MOTION PASSED UNANIMOUSLY

HEALTH SERVICES FUND

Revenues

The primary funding sources are numerous grants, Federal and State awards, charges for services, and beginning fund balances.

Health Services Administration

This program provides the support for all programs under Health Services. The only revenue in this program is Charges for Services to other programs within Health Services for administration support. One management position was moved from the Behavioral Health department for the creation of a Health Services Administrative Manager. Another FTE position was created for a data analyst.

Family and Community Outreach

This program is receiving a General Fund Transfer for the first time of \$200,000. In the past this program has been supplemented by Behavioral Health, but the impacts and benefits from this program impact multiple departments across the County. Brent DeMoe, Family and Community Outreach Manager and Doug Gouge, FCO Program Manager explained that the Family and Community Outreach program encompasses School Based Mental Health, Tobacco Prevention, Healthy Communities, Drug and Alcohol Prevention, Mid-Valley Parenting, and Service Integration. Most services provided by this department are open to anyone, not just OHP clients. The department is nimble, and works to fill the needs of the community as they are identified. Some highlights from the last year include:

Mid-Valley Parenting

- The Mid Valley Parenting parent education program has successfully expanded to Yamhill County. The Yamhill CCO provides staffing and support for the program.
- Created a coordinated Kindergarten registration (for Perrydale, Falls City, Dallas and Central School District) day on the same day, on the same site, with the same form – calling it “Fam Jam”. Each incoming kindergartner is screened for readiness.
- Developing first online for credit Parenting Education Class through Chemeketa, the first of its kind in the Country.

School Based Mental Health

- The School Based Mental Health Program is in all of the school districts in Polk County except Salem-Keizer. Two districts looking to expand the program.
- Currently have 11 County Staff working in this program. Districts cover a large portion of funding to cover staff costs.
- Partnership with Corban University provides Master of Mental Health Counseling Program interns in the School Based Health Center program at no cost to the County.
- All SBHC staff are trained in Trauma Informed Care and Evidence Based Suicide Prevention Interventions.
- School Based Mental Health program has a 91% positive outcome record with students.
- Received Suicide Prevention grants two years ago. The majority of this grant funding has been used to provide Evidence Based Suicide Prevention Training for the community:
 - QPR training is 1-2 hour training provided free to over 2,500 school and community members so far
 - ASSIST training is a 2 day training at a cost of \$100, and money made from this training allows the program to be self-sufficient.
- Partnered with Central High School to create a suicide prevention video, has been viewed over 200k times and is nominated for a national award. Are working to replicate that effort with Dallas School District.

- Funding secured for the upcoming year for the Family Resource Navigator program - a partnership with DHS Child Welfare to work with families with children in or on the verge of being in foster care to help stabilize families to allow the children to stay in their families and homes.

Drug and Alcohol Prevention

- Focus on positive youth development, not as much on older individuals.
- Student Wellness Survey completed by over 2,000 middle and high school students. Shared results with all the youth-serving organizations in the County.
- Grant was received for Falls City Resource Connection to provide free bus service on Tuesdays and Thursdays from Falls City to major social service areas in Dallas and Monmouth/Independence.

Service Integration

- Marion County just adopted the program and started 4 teams. Expect to expand to 8 teams by the end of the year. Yamhill County has 7 teams.
- More people and agencies are participating on the teams than ever before. This was the first year some of the teams have ran out of money and had to be supplemented with other FCO funding (current funding level is approximately \$45,000 per team).

Resource Center

- The Resource Centers currently have the following agencies co-located: OHSU School of Nursing (require 6 month internship for nursing students in order to graduate. DHS, Polk County Programs West Valley Housing Authority, Catholic Community Services, Mid-Willamette Community Action Agency (3 programs), Mono-e-mano Family Services, Goodwill Jobs Program, Family Building Blocks and Salvation Army.
- All agencies share one intake form. All partners have access to the data.
- Clients can be served on-site in both English and Spanish.
- There have been 5,000 walk-ins in the Dallas Resource center over the last year.
- Food-boxes, clothing items, shower passes, gas passes, bus passes, bicycles, notary services, all available on site for no charge.
- Hospital donates warehouse space to store and distribute furniture and household items.
- Paid internship site for Dallas High School students
- Developed a Mid-Valley resource guide that lists all community partners and agencies in both English and Spanish.

Court Care

- Brent wrote a bill that passed the legislature that provided funding for a pilot Court Care project to provide free court and community care in Marion and Polk Counties.
- Licensed child care facility inside the Academy Building run by Family Building Blocks.
- Also providing free childcare on Fridays for those attending mental health court.

MOTION: AINSWORTH MOVED, WHEELER SECONDED, TO TENTATIVELY APPROVE THE HEALTH SERVICES FUND REVENUES IN THE PROPOSED AMOUNT OF \$2,920,500, EXPENDITURES IN HEALTH SERVICES ADMINISTRATION IN THE PROPOSED AMOUNT OF \$1,063,702, AND EXPENDITURES IN THE FAMILY AND COMMUNITY OUTREACH DIVISION IN THE PROPOSED AMOUNT OF \$1,856,798.

MOTION PASSED UNANIMOUSLY

VETERAN'S SERVICES FUND

This program started in January 2017 (opened to the public in February), to address Veteran's needs within Polk County. The majority of the funding for this program is from a State Operating Grant. The County is also providing a \$60,000 transfer. The goal of this program is to connect Veterans with benefits. Brent DeMoe took over management of this program in October 2017. There is an FTE increase of 0.2 in this program reflecting that department head change. Greg hopes to have a qualified VSO officer in this department within the next 3-6 months.

Last year the VSO had appointments with 315 veterans, and helped secure \$361,000 in new claims. There are approximately 7,000 veterans in Polk County. Approximately 30% are from Iraq/Afgan wars. Foods, goods, and materials are also available at the office. Brent is also working with a local church to develop temporary housing for veterans.

The Department currently has two work study students (funded by the federal government) who are combat veterans, who are studying at Western Oregon University that are providing clerical assistance and building veteran connections. The Department is also working with the Confederated Tribes to outstation veteran services at tribal headquarters and at the West Salem County Office. The department already has office time weekly at Western Oregon University.

MOTION: WASSON MOVED, AINSWORTH SECONDED, TO TENTATIVELY APPROVE THE VETERAN'S SERVICES FUND IN THE PROPOSED AMOUNT OF \$209,730

MOTION PASSED UNANIMOUSLY

BUDGET DISCUSSION:

Greg Hansen gave a recap of the budget hearings. Greg reminded the Committee that nothing was added to the wish list. There are two items on the call back list, the first is for the District Attorney to provide better documentation of workload to prove the need for his request for an additional Evidence/Discovery Clerk, and the second for Public Health to provide individual revenue and expense data for the programs included in the General Health budget.

At 12:27 pm, Chairman Hartmann recessed the meeting until Thursday April 5, 2018 at 10:00 am.

DAY #3 – APRIL 5, 2018

Chairman Hartmann reconvened the meeting at 10:00 a.m. on Thursday, April 5, 2018.

Greg Hansen gave an overview of the previous two days' hearings. Greg reminded the Committee that nothing was added to the wish list. There are two items on the call back list, the first is for the District Attorney to provide better documentation of workload to prove the need for his request for an additional Evidence/Discovery Clerk, and the second for Public Health to provide individual revenue and expense data for the programs included in the General Health budget. The items on the call back list will be addressed at the May 16, 2018 budget hearing.

PUBLIC WORKS

Revenues

The requested and proposed amounts are identical. The projected 17-18 ending fund balance/18-19 beginning fund balance is higher than expected because of increased revenues from HB2017 received this current fiscal year and a milder than normal winter. The HB 2017 Transportation Package adds a projected \$1.03 million to the 18-19 budget, increasing over the next 10 years to \$2.44 million. Todd is hopeful that this sustainable funding is adequate to maintain the County's paved road system in its current condition for the foreseeable future, eliminating the need for future road bonds.

Other funding come from a special federal project in the Falls City area (the County is reimbursed for costs), State Shared Revenue - Bike Paths (1% reserved from gas tax), and a General Fund Transfer (230,000) which is from State Timber monies to address roads designated as 'State Timber Routes'.

Public Works Administration

The requested and proposed budgets are identical. 0.1 FTE of Todd's time was added back into this budget from the Doaks Ferry Road budget since that project is on hold indefinitely. There is a large increase in the Professional Services line item that is being used on an architect to look at the possibility of building a new facility at the public works location that would house the public works crew room, Sheriff's Office patrol locker room, armory, and Emergency Operations Center.

County Shops

The requested and proposed budgets are identical, and the budget is status quo. The funding for this program is from Charges for Services from other departments for fleet repairs (County Motor Pool, Sheriff's Patrol Fleet).

Road Maintenance

The requested and proposed budgets are identical. There is a proposed increase of 1.0 FTE. Todd Whittaker, Public Works Director provided an itemized list of Operating Supplies, Contract Services and Road Maintenance expenses within the Materials & Services line item to clarify the amount.

Todd gave an overview of the condition of the County road system. There are approximately 500 miles of county roads, approximately 250 miles are paved, and 230 miles are gravel. The average age of the paved roads is nine years old, but that age does not take into account chip seals. The roads remain in good condition. Currently on average the roads are rated at 82 (good category) on the pavement condition index. The County is in year 7 of 8 into a chip seal cycle.

Todd explained that Oregon, California, Idaho and Washington all passed gas tax or excise fee increases this year to support Public Works. It is anticipated that the price of asphalt paving will

increase in the short term until adequate labor resources can be trained to meet the increased paving demand. Because of this, and because the County roads remain in good shape, Todd plans to focus on facility and equipment upgrades for the next 2-3 years until prices stabilize, while continuing to provide proven maintenance practices to the existing road system.

The gravel roads remain in good condition. The department will continue to focus on vegetation management and drainage on the gravel roads. The County purchases approximately 30,000-50,000 tons of rock each year, the price of aggregate has remained stable over the last 3-5 years, and the department has been happy with the quality of rock over the last year.

Todd presented a list of current and forecast of future equipment purchases. In the upcoming fiscal year Public Works will be replacing 4 sander plow trucks and sanders at a cost of approximately \$850,000, in addition to a few other staff pickup trucks.

In the last year, projects completed include the Chip Seal project (30 miles in 2017), Erosion Repair on Morrow Bridge, West Clay St. Gravel Road Conversion (cost share project), and Pioneer Rd. slide repair. Ongoing projects include the 2018 Chip Seals (focus on Central County), 2018 Approach and Patch Paving, Gooseneck Culvert replacement, and Oakdale Rd. archpipe replacement. Cooperative projects in the upcoming year include a BlackRock/Mitchell St. project with the City of Falls City through FLAP/FEMA for a gravel road conversion and bridge replacement. Additional cooperative projects include continued work on the Dutch Creek culvert replacement, Hwy 99 repaving Hoffman Rd to Monmouth (ODOT pushed timeline back to summer 2019), Hwy 22/18 Valley Junction Interchange (environmental assessment now being updated), and Hwy 99/Clow Corner project (currently in discussion for safety improvement options – Traffic Signal or Roundabout).

Todd explained that the Hwy 22 Corridor improvement project, which creates a backage road from Doaks Ferry to 50th St. and the realignment of Doaks Ferry Rd. has been put on hold by ODOT due to geotechnical concerns with landslide movement in that area.

Road Construction

The requested and proposed budgets are the same. This fund pays for the loan the County took out in 2002 for the Falls City Rd. re-pavement. This loan is being repaid with funding from General Fund Transfer for state timber road maintenance. This fund also includes bike path reserve funds (from 1% of the gas tax monies received).

Survey

The requested and proposed budgets are identical. There is a proposed increase in FTE of 1.0. The continued increasing economy and development numbers require the addition of another surveyor to keep up with demand. Todd explained that there is expected to be several retirements in both Survey and Engineering over the next five years, and Todd is concerned that it will be challenging to recruit for technical positions in these departments. Last year an additional FTE was added in Survey, but has taken nearly 10 months to fill that position due to lack of interested and qualified applicants. Todd is looking into internship programs with various universities to potentially participate in.

Engineering

The requested and proposed budgets are identical. There is a proposed increase of 1.0 FTE. This staffing increase is in anticipation of additional road and bridge projects that will occur due to the increased revenue from HB2017. This program continues to work on the GIS road mapping project, along with road downgrades, vacations, and jurisdictional transfers (County roads inside city limits).

MOTION: WASSON MOVED, AINSWORTH SECONDED, TO TENTATIVELY APPROVE THE PUBLIC WORKS FUND REVENUES IN THE PROPOSED AMOUNT OF \$9,560,500, PUBLIC WORKS ADMINISTRATION EXPENDITURES IN THE PROPOSED AMOUNT OF \$1,965,148, COUNTY SHOPS EXPENDITURES IN THE PROPOSED AMOUNT OF \$514,876, ROAD MAINTENANCE EXPENDITURES IN THE PROPOSED AMOUNT OF \$5,343,094, ROAD CONSTRUCTION EXPENDITURES IN THE PROPOSED AMOUNT OF \$970,500, SURVEY EXPENDITURES IN THE PROPOSED AMOUNT OF \$465,100, AND ENGINEERING EXPENDITURES IN THE PROPOSED AMOUNT OF \$301,782.

MOTION PASSED UNANIMOUSLY

Public Land Corner Preservation Fund

The requested and proposed amounts are identical. The revenue in this fund is from a \$10 fee for the recording of land documents. The PLCP revenues continue to rise due to increasing recording numbers. By law, this fund is used to restore and reestablish government corners. The County contracts with private surveyors and contractors to perform this work (at \$400 per corner). Staff can also do this work, but have not been able to do many over the last few years due to workload. However, a new surveyor position was hired that will be able to focus more on this program, so PLCP numbers are expected to rise over the next year.

MOTION: AINSWORTH MOVED, WASSON SECONDED, TO TENTATIVELY APPROVE THE PUBLIC LANDS CORNER PRESERVATION FUND RESOURCES AND REQUIREMENTS IN THE PROPOSED AMOUNT OF \$220,000.

MOTION PASSED UNANIMOUSLY

Doaks Ferry Road/Highway 22 & 51

The Doaks Ferry Road requested and proposed are identical. This is a cooperative road project with ODOT to realign the connection of Doaks Ferry Road to Highway 22 one-quarter mile to the west at Riggs St. This project has been put on hold by ODOT due to concerns with landslides. ODOT engineers are currently monitoring the hillside. Greg anticipates that this budget may be zeroed out before the May budget hearing due to lack of expected activity.

MOTION: AINSWORTH MOVED, POPE SECONDED, TO TENTATIVELY APPROVE THE DOAKS FERRY ROAD/HWY 22 & 51 FUND EXPENDITURES AND REVENUES IN THE PROPOSED AMOUNT OF \$17,279.

MOTION PASSED UNANIMOUSLY

NON-DEPARTMENTAL

General Fund Transfers

There are eleven funds that have General Fund transfers: \$230,000 to Public Works used to maintain timber routes, \$110,000 to the Dog Control fund, \$5,000 to Marine Patrol, the Law Library, and Domestic Mediation Funds, \$200,000 to Family & Community Outreach, \$250,000 to Public Health, \$800,000 to the Juvenile Fund, \$150,000 to the Fair Fund, \$60,000 to the Veteran's Services Fund, and \$50,000 to the Insurance Fund, for a total amount of \$1,865,000.

Contingency and Revenues

There are no wish list items, so the balance of \$3,989,991 for contingency remains intact until May when additional modifications may be made.

MOTION: AINSWORTH MOVED, WHEELER SECONDED, TO TENTATIVELY APPROVE THE GENERAL FUND TRANSFERS AS PROPOSED TO THE OTHER FUNDS IN THE AGGREGATE AMOUNT OF \$1,865,000, GENERAL FUND OPERATING CONTINGENCY IN THE PROPOSED AMOUNT OF \$3,989,991, AND THE GENERAL FUND REVENUES IN THE PROPOSED AMOUNT OF \$18,932,000.

MOTION PASSED UNANIMOUSLY.

At 11:15 Chairman Hartmann adjourned the budget hearing until Wednesday, May 16, 2018.

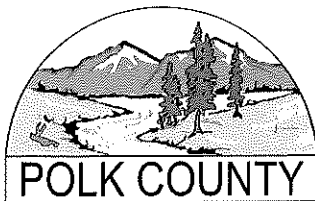
Recording Secretary: Heather Chase
Minutes Approved: May 16, 2018

POLK COUNTY
FY 2018-2019
SUMMARY OF RECOMMENDED CHANGES TO
THE PROPOSED BUDGET

	PROPOSED BUDGET	Net Change	Tentatively APPROVED BUDGET	Ref.	Budget Hearings Explanation of Changes	BUDGET Tentatively Approved
GENERAL FUND						
ASSESSOR	\$1,376,478		\$1,376,478			\$1,376,478
CLERK- RECORDING	\$192,265		\$192,265			\$192,265
CLERK- ELECTIONS	\$383,898		\$383,898			\$383,898
TREASURER	\$33,778		\$33,778			\$33,778
TAX COLLECTOR	\$310,317		\$310,317			\$310,317
COMM. DEV.- PLANNING	\$468,305		\$468,305			\$468,305
COMM. DEV.- BUILDING INSPECTION	\$659,406		\$659,406			\$659,406
COMM. DEV.- ENVIRONMENTAL HEALTH	\$342,972		\$342,972			\$342,972
DISTRICT ATT.- PROSECUTION	\$1,515,227		\$1,515,227			\$1,515,227
DISTRICT ATT.- MEDICAL EXAMINER	\$62,508		\$62,508			\$62,508
DISTRICT ATT.- SUPPORT ENF.	\$388,234		\$388,234			\$388,234
DISTRICT ATT.- CASA	\$23,000		\$23,000			\$23,000
DISTRICT ATT.- VICTIM'S ASSISTANCE	\$405,772		\$405,772			\$405,772
SHERIFF- PATROL	\$5,012,865		\$5,012,865			\$5,012,865
SHERIFF- JAIL	\$5,386,588		\$5,386,588			\$5,386,588
SHERIFF- EMERGENCY MANAGEMENT	\$459,029		\$459,029			\$459,029
COMMUNITY CORRECTIONS	\$2,275,209		\$2,275,209			\$2,275,209
COMM. SERVICE-DIVERSION	\$417,100		\$417,100			\$417,100
PARKS MAINTENANCE	\$73,108		\$73,108			\$73,108
NON-DEPARTMENTAL	\$3,750		\$3,750			\$3,750
TRANSFERS						
PUBLIC WORKS	\$230,000		\$230,000			\$230,000
DOG CONTROL	\$110,000		\$110,000			\$110,000
MARINE PATROL	\$5,000		\$5,000			\$5,000
LAW LIBRARY	\$5,000		\$5,000			\$5,000
DOMESTIC MEDIATION	\$5,000		\$5,000			\$5,000
FAMILY & COMM. OUTREACH	\$200,000		\$200,000			\$200,000
PUBLIC HEALTH	\$250,000		\$250,000			\$250,000
JUVENILE	\$800,000		\$800,000			\$800,000
FAIR	\$150,000		\$150,000			\$150,000
VETERAN'S SERVICES	\$60,000		\$60,000			\$60,000
INSURANCE FUND	\$50,000		\$50,000			\$50,000
FUND OPERATING CONTINGENCY	\$3,989,991		\$3,989,991			\$3,989,991
TOTALS	\$25,644,800	\$0	\$25,644,800		\$0	\$25,644,800
SPECIAL FUNDS						
P.O.I.N.T. FUND	\$147,500		\$147,500			\$147,500
C.A.M.I. FUND	\$132,500		\$132,500			\$132,500
DOMESTIC MEDIATION FUND	\$42,500		\$42,500			\$42,500
COURT SECURITY FUND	\$126,000		\$126,000			\$126,000
PUBLIC WORKS FUND						
ADMINISTRATION PROGRAM	\$1,965,148		\$1,965,148			\$1,965,148
COUNTY SHOP	\$514,876		\$514,876			\$514,876
ROAD MAINTENANCE	\$5,343,094		\$5,343,094			\$5,343,094
ROAD CONSTRUCTION	\$970,500		\$970,500			\$970,500
SURVEY	\$465,100		\$465,100			\$465,100
ENGINEERING	\$301,782		\$301,782			\$301,782
TOTALS	\$9,560,500	\$0	\$9,560,500		\$0	\$9,560,500
PUBLIC LAND CORNER PRES. FUND						
DOAKS FERRY ROAD/HWY 22 & 51 FUND	\$17,279		\$17,279			\$17,279
COURTHOUSE COMPLEX BOND FUND	\$10,325,000		\$10,325,000			\$10,325,000
DOG CONTROL FUND	\$186,000		\$186,000			\$186,000
MARINE PATROL FUND	\$78,000		\$78,000			\$78,000
LAW LIBRARY FUND	\$67,500		\$67,500			\$67,500
JUVENILE FUND						
JUVENILE PROBATIONS	\$824,557		\$824,557			\$824,557
JUVENILE SANCTIONS	\$344,870		\$344,870			\$344,870
JUVENILE SANCTIONS - COMM. SV	\$51,573		\$51,573			\$51,573
TOTALS	\$1,221,000	\$0	\$1,221,000		\$0	\$1,221,000
VETERAN'S SERVICES FUND						
COUNTY SCHOOL FUND	\$160,000		\$160,000			\$160,000
ECONOMIC DEVELOPMENT FUND	\$1,235,000		\$1,235,000			\$1,235,000
HOUSEHOLD HAZARDOUS WASTE	\$150,000		\$150,000			\$150,000
BUILDING IMPROVEMENT FUND	\$700,000		\$700,000			\$700,000
DEBT SERVICE FUND	\$750,000		\$750,000			\$750,000

Actions recommended for tentatively approved budget.

[illegible]



INTEROFFICE MEMORANDUM

POLK COUNTY COURTHOUSE

TO: BUDGET COMMITTEE
FROM: GREG HANSEN, BUDGET OFFICER
DATE: MAY 8, 2018
SUBJECT: COST OF LIVING ADJUSTMENT – HEALTH INSURANCE

The Portland CPI-W was 3.6% at the end of 2017.

FOPPO settled at 3.5% COLA beginning July 1, 2018 through June 30, 2018.

DSA will get a 1.0% COLA.

AFSCME –Deputy District Attorney and General will receive a 2.0% COLA.

The cost of living adjustment for Non-represented has not been finalized.

Elected Officials salary adjustments were determined in January and were already incorporated into the proposed/approved budget.

Decreases/Increases on health insurance are as follows:

AFSCME, FOPPO, Deputy District Attorney, Non-Represented

Kaiser Permanente **increase** of 0.81%.

Blue Cross/Blue Shield **increase** of 2.73%.

DSA

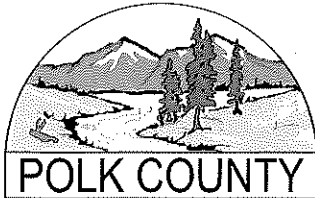
Kaiser Permanente **increase** of 0.79%.

Blue Cross/Blue Shield **increase** of 2.84%.

PERS – There is no increase in our PERS rates this coming fiscal year, however a new rate will be incorporated the next fiscal year beginning July 1, 2019.

	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
Secure Rural Schools (O & C monies)	\$ 774,459 *	\$ 718,671 *	\$ -	\$ 348,938	\$ -
O & C lands actual cut	\$ -	\$ -	\$ 406,132 *	\$ 392,705	?
5 year approved levy @ \$0.45/\$1,000	\$ 0.4500	\$ 0.4500	\$ 0.4500	\$ 0.4500	\$ 0.4500
Levy applied due to offsets (SRS / cut)	\$ 0.3089	\$ 0.3196	\$ 0.3788	\$ 0.3303	

* SRS and cut monies used as an offset



INTEROFFICE MEMORANDUM

POLK COUNTY COURTHOUSE

TO: POLK COUNTY BUDGET COMMITTEE
FROM: GREG HANSEN, BUDGET OFFICER
DATE: MAY 8, 2018
SUBJECT: FORMAL APPROVAL 2018-2019 FISCAL YEAR

RECOMMENDATION:

The 2018-2019 Budget Committee approve the following:

1. The 2018-2019 budget with the changes recommended below and summarized in Attachment "A".
2. A General Fund tax rate of \$1.7160 per \$1,000 and a Public Safety Operating Levy tax rate of \$0.3303/\$1,000.
3. If successful, the Courthouse Complex Bond levy will be \$775,000 to begin the paying off year #1 of the 15 year bond.

ISSUE:

Should the Budget Committee approve the 2018-2019 fiscal year budget with the recommended changes from the Budget Officer?

BACKGROUND:

During the week of April 3 through April 5, 2018, the Polk County Budget Committee met and discussed the proposed budget for fiscal year 2018-2019. In those hearings, the Budget Committee heard from elected officials, department heads, and outside agencies. At the conclusion of the hearings, the Budget Committee tentatively approved the County's budget.

On May 16, 2018, the County will be holding a final meeting of the Budget Committee to formally approve the 2018-2019 budget and set property tax rates (permanent rate and Public Safety Operating Levy and maybe the Courthouse Complex bond) for the County.

The April budget week went very well, with good discussions occurring on a number of issues. The Budget Committee tentatively approved the proposed budget with no changes.

Since meeting in April, there has been some minor adjustments to General Fund revenues. The biggest is the additional SRS monies the County is receiving, even though it really does not increase overall revenues it does lower the Public Safety levy amount to \$0.3303/\$1,000. The other changes in revenue occurred in Beginning Fund Balance (increase \$100,000), property taxes (increase \$50,000), Title III dedicated monies (\$25,000) and the jail bed rentals (decrease of \$125,000).

On the appropriation side, the General Fund had modifications to Building Inspection (\$5,753 increase) due to the conversion from contract services to in house staff, Sheriff-Patrol (\$10,000 increase) for phones,

Sheriff-Jail (\$67,500 increase) to pay the final installment for the body scanner and Title III (\$25,000 increase) to special projects to be utilized in accordance with the specified rules.

With the following revenue and appropriation changes the General Fund Contingency increased by \$1,747 to a total of \$3,991,738.

Other modifications to the budget occurred in the Behavioral Health Fund as revenues and appropriations increased by \$1,340,000 to a total of \$23,697,000. The increase in appropriations showed up in Capital Outlay – Buildings for the remodel to the gym.

DISCUSSIONS:

Depending upon the results of the Courthouse Complex Bond modifications to the Debt Service Fund or the addition of a Courthouse Complex Bond Fund will be discussed during the hearing.

FISCAL IMPACT:

See the attached spreadsheet noting the changes in Attachment "A".

The recommended budget for approval is \$88,188,809 an increase of \$1,450,000 from what was tentatively approved.

POLK COUNTY
FY 2018-2019
SUMMARY OF RECOMMENDED CHANGES TO
THE TENTATIVELY APPROVED BUDGET

	PROPOSED BUDGET	Net Change	Tentatively APPROVED BUDGET	Ref.	Recommended Changes	BUDGET for Approval
GENERAL FUND						
ASSESSOR	\$1,376,478		\$1,376,478			\$1,376,478
CLERK- RECORDING	\$192,265		\$192,265			\$192,265
CLERK- ELECTIONS	\$383,898		\$383,898			\$383,898
TREASURER	\$33,778		\$33,778			\$33,778
TAX COLLECTOR	\$310,317		\$310,317			\$310,317
COMM. DEV.- PLANNING	\$468,305		\$468,305			\$468,305
COMM. DEV.- BUILDING INSPECTION	\$659,406		\$659,406	a	\$5,753	\$665,159
COMM. DEV.- ENVIRONMENTAL HEAL	\$342,972		\$342,972			\$342,972
DISTRICT ATT.- PROSECUTION	\$1,515,227		\$1,515,227			\$1,515,227
DISTRICT ATT.- MEDICAL EXAMINER	\$62,508		\$62,508			\$62,508
DISTRICT ATT.- SUPPORT ENF.	\$388,234		\$388,234			\$388,234
DISTRICT ATT.- CASA	\$23,000		\$23,000			\$23,000
DISTRICT ATT.- VICTIM'S ASSISTANCE	\$405,772		\$405,772			\$405,772
SHERIFF- PATROL	\$5,012,865		\$5,012,865	b	\$10,000	\$5,022,865
SHERIFF- JAIL	\$5,386,588		\$5,386,588	c	\$67,500	\$5,454,088
SHERIFF- EMERGENCY MANAGEMENT	\$459,029		\$459,029			\$459,029
COMMUNITY CORRECTIONS	\$2,275,209		\$2,275,209			\$2,275,209
COMM. SERVICE-DIVERSION	\$417,100		\$417,100			\$417,100
PARKS MAINTENANCE	\$73,108		\$73,108			\$73,108
NON-DEPARTMENTAL	\$3,750		\$3,750			\$3,750
NON-DEPT. O & C TITLE III	\$0		\$0	d	\$25,000	\$25,000
TRANSFERS						
PUBLIC WORKS	\$230,000		\$230,000			\$230,000
DOG CONTROL	\$110,000		\$110,000			\$110,000
MARINE PATROL	\$5,000		\$5,000			\$5,000
LAW LIBRARY	\$5,000		\$5,000			\$5,000
DOMESTIC MEDIATION	\$5,000		\$5,000			\$5,000
FAMILY & COMM. OUTREACH	\$200,000		\$200,000			\$200,000
PUBLIC HEALTH	\$250,000		\$250,000			\$250,000
JUVENILE	\$800,000		\$800,000			\$800,000
FAIR	\$150,000		\$150,000			\$150,000
VETERAN'S SERVICES	\$60,000		\$60,000			\$60,000
INSURANCE FUND	\$50,000		\$50,000			\$50,000
FUND OPERATING CONTINGENCY	\$3,989,991		\$3,989,991		\$1,747	\$3,991,738
TOTALS	\$25,644,800	\$0	\$25,644,800		\$110,000	\$25,754,800
SPECIAL FUNDS						
P.O.I.N.T. FUND	\$147,500		\$147,500			\$147,500
C.A.M.I. FUND	\$132,500		\$132,500			\$132,500
DOMESTIC MEDIATION FUND	\$42,500		\$42,500			\$42,500
COURT SECURITY FUND	\$126,000		\$126,000			\$126,000
PUBLIC WORKS FUND						
ADMINISTRATION PROGRAM	\$1,965,148		\$1,965,148			\$1,965,148
COUNTY SHOP	\$514,876		\$514,876			\$514,876
ROAD MAINTENANCE	\$5,343,094		\$5,343,094			\$5,343,094
ROAD CONSTRUCTION	\$970,500		\$970,500			\$970,500
SURVEY	\$465,100		\$465,100			\$465,100
ENGINEERING	\$301,782		\$301,782			\$301,782
TOTALS	\$9,560,500	\$0	\$9,560,500		\$0	\$9,560,500
PUBLIC LAND CORNER PRES. FUND						
DOAKS FERRY ROAD/HWY 22 & 51 FUN	\$17,279		\$17,279			\$17,279
COURTHOUSE COMPLEX BOND FUND	\$10,325,000		\$10,325,000			\$10,325,000
DOG CONTROL FUND	\$186,000		\$186,000			\$186,000
MARINE PATROL FUND	\$78,000		\$78,000			\$78,000
LAW LIBRARY FUND	\$67,500		\$67,500			\$67,500
JUVENILE FUND						
JUVENILE PROBATIONS	\$824,557		\$824,557			\$824,557
JUVENILE SANCTIONS	\$344,870		\$344,870			\$344,870
JUVENILE SANCTIONS - COMM. SV	\$51,573		\$51,573			\$51,573
TOTALS	\$1,221,000	\$0	\$1,221,000		\$0	\$1,221,000
VETERAN'S SERVICES FUND						
COUNTY SCHOOL FUND	\$160,000		\$160,000			\$160,000
ECONOMIC DEVELOPMENT FUND	\$1,235,000		\$1,235,000			\$1,235,000
HOUSEHOLD HAZARDOUS WASTE	\$150,000		\$150,000			\$150,000
BUILDING IMPROVEMENT FUND	\$700,000		\$700,000			\$700,000
DEBT SERVICE FUND	\$750,000		\$750,000			\$750,000

PROPOSED BUDGET	Net Change	Tentatively APPROVED BUDGET	Ref.	Recommended Changes	BUDGET for Approval
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Actions recommended for tentatively approved budget.

a Cost associated with converting from a contract service to internal employees.

b Increase in phone costs associated with a new program implemented by the State.

c Body scanner for the Jail (final payment).

d O & C Title III dedicated monies.

e Increase in revenues and a corresponding increase in appropriations for the Acaademy Remodel.

**Polk County
Adopted Budget
Fiscal Year 2018-2019
Beginning July 1, 2018
Revenues**

Fund 100 General
Revenues for all departments

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	Divn. Num.	Acct. Num.	Description	FY 18-19 Proposed	Tentatively Approved	Recommended for Approval	Department
9,300	9,625	10,000	120	6200	Permits and Licenses	10,000	10,000	10,000	Recording
432,804	468,123	450,000	120	6300	Charges for Services	480,000	480,000	480,000	Recording
6,574	7,705	0	130	6130	State Operating Grants	5,000	5,000	5,000	Elections
17,027	42,719	25,000	130	6300	Charges for Services	25,000	25,000	25,000	Elections
3,383,828	4,595,132	4,700,000	199	6000	Beginning Fund Balance	4,900,000	4,900,000	5,000,000	Non-Departmental
8,597,826	8,970,346	9,350,000	199	6010	Property Taxes	9,750,000	9,750,000	9,800,000	Non-Departmental
243,484	198,899	275,000	199	6020	Property Taxes Previous Years	225,000	225,000	225,000	Non-Departmental
1,555,739	1,705,008	2,100,000	199	6015	Property Taxes - Operating Levy	2,200,000	2,200,000	1,920,000	Operating Levy
0	15,910	25,000	199	6017	Property Taxes Levy Previous Year	25,000	25,000	25,000	Operating Levy
324,310	323,827	310,000	199	6050	Franchise Tax	325,000	325,000	325,000	Non-Departmental
721,359	409,196	0	199	6120	Federal Pmt. in Lieu of Tax (O&C)	400,000	400,000	740,000	Non-Departmental
59,185	0	0	200	6221	Federal Pmt. in Lieu of Tax (Title III)	0	0	25,000	Non-Departmental
63	2,342	80,000	199	6140	State Shared Revenues	230,000	230,000	230,000	Non-Departmental
478,735	507,711	475,000	199	6142	State Shared Revenues-Excise Tax	650,000	650,000	650,000	Non-Departmental
20,140	19,152	20,000	199	6170	Intergovernmental Local Govt.	20,000	20,000	20,000	Non-Departmental
2,288	2,288	2,000	199	6310	Charges for Services-Rentals	2,000	2,000	2,000	Non-Departmental
93,360	103,545	75,000	199	6600	Fines and Forfeitures	100,000	100,000	100,000	Non-Departmental
3,100	0	0	199	6750	Settlements	0	0	0	Non-Departmental
48,482	102,432	85,000	199	6800	Interest Income	100,000	100,000	100,000	Non-Departmental
22,145	6,509	4,750	**	6990	Miscellaneous	2,500	2,500	2,500	Various Departments
2,911	3,052	2,500	199	7100	Proceeds from Sale of Assets	2,500	2,500	2,500	Non-Departmental
305,872	327,054	300,000	210	6130	State Operating Grants-CAFA	320,000	320,000	320,000	Assessment
0	2,295	0	210	6300	Charges for Services	1,000	1,000	1,000	Assessment
4,520	2,420	5,000	210	6305	MS Fees	2,000	2,000	2,000	Assessment
4,960	4,082	6,000	220	6300	Charges for Services	6,000	6,000	6,000	Tax Collector
4,893	10,886	11,000	220	6600	Fines and Forfeitures	10,000	10,000	10,000	Tax Collector
0	0	0	310	6110	Federal Awards	0	0	0	Planning
0	78,000	82,000	310	6170	Intergovernmental Local Govt.	85,000	85,000	85,000	Planning
1,834	1,581	2,000	310	6200	Permits and Licenses	2,000	2,000	2,000	Planning
122,117	106,883	132,000	310	6300	Charges for Services	120,000	120,000	120,000	Planning
558,940	594,848	590,000	320	6200	Permits and Licenses	600,000	600,000	600,000	Building Inspection
6,000	0	0	410	6170	Intergovernmental Local Govt.	0	0	0	Prosecution
250	0	0	410	6600	Fines and Forfeitures	0	0	0	Prosecution
65,087	64,567	65,000	410	6300	Charges for Services	70,000	70,000	70,000	Prosecution
199,837	222,691	240,000	415	6110	Federal Awards	240,000	240,000	240,000	Support Enforcement
27,509	27,642	27,000	415	6130	State Operating Grants	27,000	27,000	27,000	Support Enforcement
0	0	0	415	6140	State Shared Revenues	0	0	0	Support Enforcement
4,231	4,713	4,000	415	6300	Charges for Services	4,000	4,000	4,000	Support Enforcement
62,550	95,851	125,000	418	6110	Federal Awards	0	0	0	Victim's Assistance
0	0	0	418	6130	State Operating Grants	192,000	192,000	192,000	Victim's Assistance
67,578	40,620	0	418	6140	State Shared Revenues	0	0	0	Victim's Assistance
1,126	11,799	0	430	6110	Federal Awards	0	0	0	Patrol
0	5,250	0	430	6130	State Operating Grants	5,000	5,000	5,000	Patrol
0	112,800	0	430	6131	State Mental Health Grant	115,000	115,000	115,000	Patrol
0	1,838	95,000	430	6170	Intergovernmental Local Govt.	0	0	0	Patrol
1,050	19,527	0	430	6180	Non-Governmental Grants	95,000	95,000	95,000	Patrol
239,899	152,476	175,000	430	6300	Charges for Services	175,000	175,000	175,000	Patrol
2,770	13,599	10,000	430	6600	Fines and Forfeitures	10,000	10,000	10,000	Patrol
38,732	39,266	0	430	6750	Settlements	0	0	0	Patrol
905	1,096	3,000	430	6980	Donations	3,000	3,000	3,000	Patrol
13,169	3,687	0	430	6990	Miscellaneous	0	0	0	Patrol
3,950	16,608	5,000	430	7100	Proceeds from Sale of Assets	5,000	5,000	5,000	Patrol
4,322	10,440	10,000	435	6110	Federal Awards	10,000	10,000	10,000	Jail
938	0	0	435	6130	State Operating Grants	0	0	0	Jail
320,000	350,000	350,000	435	6140	State Shared Revenue (Impact)	350,000	350,000	350,000	Jail
15,733	6,658	20,000	435	6300	Charges for Services	20,000	20,000	20,000	Jail
0	0	0	435	6310	Charges for Services-Rentals	325,000	325,000	200,000	Jail
316	284	0	435	6600	Fines and Forfeitures	0	0	0	Jail
7,937	0	0	435	6750	Settlements	0	0	0	Jail
40,532	39,436	10,000	435	6820	Commissions	10,000	10,000	10,000	Jail
20,570	42,397	10,000	435	6990	Miscellaneous	10,000	10,000	10,000	Jail
202,116	541,187	175,000	440	6110	Federal Awards	185,000	185,000	185,000	Emergency Management
0	0	93,000	440	6170	Intergovernmental Local Govt.	100,000	100,000	100,000	Emergency Management
0	58	0	440	6300	Charges for Services	0	0	0	Emergency Management
160,756	191,094	160,000	440	6310	Charges for Services-Rentals	175,000	175,000	175,000	Emergency Management
31,495	37,260	25,000	457	6110	Federal Awards	0	0	0	Community Corrections
1,880,031	2,070,646	2,000,000	457	6130	State Operating Grants	2,040,000	2,040,000	2,040,000	Community Corrections
0	0	0	457	6130	State Operating Grants Drug Court	80,000	80,000	80,000	Community Corrections
201,121	200,806	200,000	457	6300	Charges for Services	200,000	200,000	200,000	Community Corrections
0	0	0	457	6110	Federal Awards	35,000	35,000	35,000	Community Corrections
50,000	40,000	50,000	470	6130	State Operating Grants	50,000	50,000	50,000	Comm. Serv.-Diversion
71,531	71,064	80,000	470	6300	Charges for Services	154,000	154,000	154,000	Comm. Serv.-Diversion
57,476	58,113	65,000	590	6050	Franchise Tax	58,000	58,000	58,000	Environmental Health
8,919	7,023	10,000	590	6110	Federal Awards	10,000	10,000	10,000	Environmental Health
0	1,896	1,700	590	6130	State Operating Grants	0	0	0	Environmental Health
0	4,074	0	590	6170	Intergovernmental Local Govt.	0	0	0	Environmental Health
190,518	192,981	200,000	590	6200	Permits and Licenses	203,000	203,000	203,000	Environmental Health
11,089	10,925	12,000	590	6300	Charges for Services	12,000	12,000	12,000	Environmental Health
2,400	2,850	2,400	750	6130	State Operating Grants	2,800	2,800	2,800	Parks Maintenance
72,122	75,494	68,000	750	6140	State Shared Revenues	75,000	75,000	75,000	Parks Maintenance
1,000	1,000	1,000	750	6300	Charges for Services	1,000	1,000	1,000	Parks Maintenance
21,111,361	23,411,284	23,409,350			Fund Total	25,644,800	25,644,800	25,754,800	

**Polk County
Adopted Budget
Fiscal Year 2018-19
Beginning July 1, 2018
Expenditures**

100 General	(Fund)
320 Building Inspection	(Divn)
310 Community Development	(Dept)

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FTE	Acct. Num.	Description	FY 18-19 Proposed	FTE	Tentatively Approved	FTE	Recommended for Approval	FTE
Expenditures											
56,563	81,108	102,798	2.88	8010	Clerical/Admin. Specialist	91,382	2.33	91,382	2.33	91,382	2.33
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	80,000	1.00
19,700	20,998	21,936	0.34	8040	Management/Supervisory	31,344	0.47	31,344	0.47	121,344	1.47
24,934	29,458	30,136	0.25	8050	Department Head	35,286	0.25	35,286	0.25	35,286	0.25
0	0	0		8080	Temporary/Part-Time	0		0		0	
1,870	1,979	2,000		8090	Overtime	2,000		2,000		2,000	
103,067	133,543	156,870	3.47		Total Salaries	160,012	3.05	160,012	3.05	330,012	5.05
21,784	22,051	37,649		8110	PERS-Retirement	38,403		38,403		75,903	
8,223	10,430	12,001		8120	Social Security/Medicare	12,241		12,241		25,246	
8,409	24,253	62,460		8140	Insurance	61,000		61,000		99,990	
545	692	784		8150	Unemployment	800		800		1,650	
277	355	376		8160	Workers Compensation Insurance	384		384		792	
142,305	191,324	270,140	3.47		Total Personal Services	272,840	3.05	272,840	3.05	533,593	5.05
441	505	600		8210	Office Supplies	675		675		675	
0	315	500		8220	Operating Supplies	600		600		600	
70	0	0		8240	Software & Maintenance	0		0		0	
895	245	1,000		8250	Small Tools & Minor Equip.	1,000		1,000		1,000	
303	948	600		8310	Advertising and Printing	600		600		600	
519	558	800		8320	Photocopying	800		800		800	
112	165	500		8330	Postage	500		500		500	
1,124	1,163	1,500		8340	Telephone	1,600		1,600		1,600	
7	9	800		8410	Dues, Memberships & Publicatns	500		500		500	
0	29	300		8420	Workshops and Conferences	2,000		2,000		2,000	
10,179	9,615	12,500		8430	Transportation	12,500		12,500		12,500	
0	0	500		8510	Professional Services	500		500		500	
279,126	275,837	255,000		8540	Contract Services	265,000		265,000		10,000	
8,062	10,075	10,000		8740	Bank Charges	10,500		10,500		10,500	
0	0	0		8790	Misc. Department Expense	0		0		0	
27,461	28,478	30,253		8810	Rent Interdepartmental	31,859		31,859		31,859	
5,000	5,500	5,600		8820	Insurance Interdepartmental	5,700		5,700		5,700	
14,829	14,957	16,362		8830	Management Services Interdept.	18,308		18,308		18,308	
25,874	27,113	28,119		8840	Information Services Interdept	31,324		31,324		31,324	
374,002	375,512	364,934			Total Materials and Services	383,966		383,966		128,966	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
516,307	566,836	635,074	3.47		Total Department Expenses	656,806	3.05	656,806	3.05	662,559	5.05
Revenues											
0	0	0		6170	Intergovernmental Local Govt.	0		0		0	
558,940	594,848	590,000		6200	Permits and Licenses	600,000		600,000		600,000	
0	0	0		6300	Charges for Services	0		0		0	
0	0	0		6990	Miscellaneous	0		0		0	
558,940	594,848	590,000			Total Revenues	600,000		600,000		600,000	
Net Cost of Program											
(42,633)	(28,012)	45,074			Expenditures less Revenue	56,806		56,806		62,559	

**Polk County
Adopted Budget
Fiscal Year 2018-2019
Beginning July 1, 2018
Expenditures**

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

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FTE	Acct. Num.	Description	FY 18-19 Proposed	FTE	Tentatively Approved	FTE	Recommended for Approval	FTE
Expenditures											
208,816	214,003	277,000	5.35	8010	Clerical/Admin. Specialist	273,517	4.95	273,517	4.95	273,517	4.95
784,891	1,059,049	1,094,981	19.00	8030	Professional/Technical	1,326,929	20.00	1,326,929	21.00	1,326,929	21.00
428,447	570,268	539,626	6.50	8040	Management/Supervisory	562,723	6.50	562,723	6.50	562,723	6.50
100,500	101,550	51,900	0.50	8060	Elected Official	54,500	0.50	54,500	0.50	54,500	0.50
6,582	757	5,000		8080	Temporary/Part-Time	5,000		5,000		5,000	
107,081	168,000	150,000		8090	Overtime	155,000		155,000		155,000	
1,636,317	2,113,627	2,118,507	31.35		Total Salaries	2,377,669	31.95	2,377,669	32.95	2,377,669	32.95
327,099	444,574	508,442		8110	PERS-Retirement	570,641		570,641		570,641	
122,913	158,458	162,066		8120	Social Security/Medicare	181,892		181,892		181,892	
375,070	539,687	579,975		8140	Insurance	639,000		659,000		659,000	
7,728	10,143	10,593		8150	Unemployment	11,888		11,888		11,888	
53,875	69,129	80,503		8160	Workers Compensation Insurance	90,351		90,351		90,351	
2,523,002	3,335,618	3,460,085	31.35		Total Personal Services	3,871,441	31.95	3,891,441	32.95	3,891,441	32.95
3,393	3,919	4,000		8210	Office Supplies	5,000		5,000		5,000	
99,595	80,200	58,000		8220	Operating Supplies	60,000		60,000		60,000	
38,010	50,136	50,000		8225	Fuels and Lubricants	55,000		55,000		55,000	
0	198	0		8230	Food Services & Supplies	0		0		0	
5,818	22,484	27,500		8240	Software & Maintenance	27,500		27,500		27,500	
33,076	51,503	16,725		8250	Small Tools & Minor Equip	20,000		20,000		20,000	
1,787	4,814	3,000		8310	Advertising and Printing	3,000		3,000		3,000	
5,732	7,259	7,000		8320	Photocopying	7,000		7,000		7,000	
5,581	5,677	6,500		8330	Postage	6,500		6,500		6,500	
14,766	17,786	15,000		8340	Telephone	25,000		25,000		35,000	
2,285	6,429	2,300		8410	Dues, Memberships & Publicatns	2,300		2,300		2,300	
10,942	25,540	20,000		8420	Workshops and Conferences	25,000		25,000		25,000	
0	101	0		8430	Transportation	0		0		0	
15,491	11,689	12,000		8510	Professional Services	12,000		12,000		12,000	
184,340	186,949	225,000		8550	Contracts-Other Public Agency	240,000		240,000		240,000	
13,572	5,000	5,000		8580	Special Projects	5,000		5,000		5,000	
43,993	38,039	8,000		8610	Repairs and Maintenance	8,000		8,000		8,000	
55,145	62,194	65,000		8612	Vehicle Maint.-Sheriff	60,000		60,000		60,000	
81,911	43,434	32,000		8616	Vehicle - Set Up	42,000		42,000		42,000	
715	188	2,000		8620	Sheriff's Reserve Expense	2,000		2,000		2,000	
1,917	2,292	1,500		8740	Bank Charges	2,000		2,000		2,000	
18,801	14,336	0		8790	Misc. Dept. Expense	0		0		0	
128,564	133,323	141,633		8810	Rent Interdepartmental	149,152		149,152		149,152	
30,000	35,000	50,000		8820	Insurance Interdepartmental	70,000		70,000		70,000	
109,544	126,929	129,119		8830	Management Services Interdept.	132,130		132,130		132,130	
54,328	62,970	82,447		8840	Information Services Interdept	92,842		92,842		92,842	
959,306	998,389	963,724			Total Materials and Services	1,051,424		1,051,424		1,061,424	
180,607	140,290	60,000		8944	Vehicles	70,000		70,000		70,000	
0	0	0		8948	Computers & Attachments	0		0		0	
180,607	140,290	60,000			Total Capital Outlay	70,000		70,000		70,000	
3,662,915	4,474,297	4,483,809	31.35		Total Department Expenses	4,992,865	31.95	5,012,865	32.95	5,022,865	32.95
Revenues											
1,126	11,799	0		6110	Federal Awards	0		0		0	
0	5,250	0		6130	State Operating Grants	5,000		5,000		5,000	
0	112,800	0		6131	State Mental Health Grant	115,000		115,000		115,000	
0	1,838	0		6170	Intergovt. Local Govt.	0		0		0	
1,050	19,527	95,000		6180	Non-governmental Grants	95,000		95,000		95,000	
239,899	152,476	175,000		6300	Charges for Services	175,000		175,000		175,000	
2,770	13,599	10,000		6600	Fines & Forfeitures	10,000		10,000		10,000	
38,732	39,266	0		6750	Settlements	0		0		0	
905	1,096	3,000		6980	Donations	3,000		3,000		3,000	
13,169	3,687	0		6990	Miscellaneous	0		0		0	
3,950	16,608	5,000		7100	Proceeds from Sale of Assets	5,000		5,000		5,000	
301,601	377,946	288,000			Total Revenues	408,000		408,000		408,000	
Net Cost of Program											
3,361,314	4,096,351	4,195,809			Expenditures less Revenue	4,584,865		4,604,865		4,614,865	

**Polk County
Adopted Budget
Fiscal Year 2018-2019
Beginning July 1, 2018
Expenditures**

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

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FTE	Acct. Num.	Description	FY 18-19 Proposed	FTE	Tentatively Approved	FTE	Recommended for Approval	FTE
Expenditures											
61,082	58,686	130,000	3.00	8010	Clerical/Admin. Specialist	127,714	3.00	127,714	3.00	127,714	3.00
1,220,281	1,400,049	1,426,277	24.00	8030	Professional/Technical	1,567,821	25.00	1,567,821	25.00	1,567,821	25.00
356,733	426,960	472,494	5.50	8040	Management/Supervisory	502,073	5.50	502,073	5.50	502,073	5.50
0	0	51,900	0.50	8060	Elected Official	54,500	0.50	54,500	0.50	54,500	0.50
44,666	976	0		8080	Temporary/Part-Time	0		0		0	
171,857	139,559	130,000		8090	Overtime	135,000		135,000		135,000	
1,854,619	2,026,230	2,210,671	33.00		Total Salaries	2,387,108	34.00	2,387,108	34.00	2,387,108	34.00
380,080	426,919	530,561		8110	PERS-Retirement	572,906		572,906		572,906	
142,522	156,724	169,116		8120	Social Security/Medicare	182,614		182,614		182,614	
336,129	402,494	610,500		8140	Insurance	680,000		680,000		680,000	
9,430	10,376	11,053		8150	Unemployment	11,936		11,936		11,936	
54,454	62,460	66,320		8160	Workers Compensation Insurance	71,613		71,613		71,613	
2,777,234	3,085,203	3,598,222	33.00		Total Personal Services	3,906,176	34.00	3,906,176	34.00	3,906,176	34.00
3,010	4,049	3,000		8210	Office Supplies	3,000		3,000		3,000	
98,615	77,798	75,000		8220	Operating Supplies	75,000		75,000		75,000	
925	1,257	1,500		8225	Fuels and Lubricants	1,500		1,500		1,500	
208,552	224,746	240,000		8230	Food Services and Supplies	240,000		240,000		240,000	
6,100	14,362	20,000		8240	Software & Maintenance	25,000		25,000		25,000	
28,127	15,686	4,000		8250	Small Tools & Minor Equipment	10,000		10,000		10,000	
147	126	1,500		8310	Advertising and Printing	500		500		500	
6,077	7,188	6,000		8320	Photocopying	7,000		7,000		7,000	
345	427	1,000		8330	Postage	750		750		750	
6,594	7,212	7,000		8340	Telephone	7,500		7,500		7,500	
4,763	0	0		8350	Utilities	0		0		0	
1,822	1,733	1,800		8410	Dues, Memberships & Publications	1,800		1,800		1,800	
2,963	16,746	17,000		8420	Workshops and Conferences	18,000		18,000		18,000	
0	0	0		8430	Transportation	0		0		0	
6,621	143	6,000		8510	Professional Services	5,000		5,000		5,000	
350,984	514,240	450,000		8520	Medical Care	480,000		480,000		480,000	
0	0	1,000		8550	Contracts-Other Public Agency	1,000		1,000		1,000	
1,200	56	1,000		8580	Special Projects	1,000		1,000		1,000	
10,746	12,868	10,000		8610	Repairs and Maintenance	10,000		10,000		10,000	
3,846	2,325	3,500		8612	Vehicle Maint.-Sheriff	3,000		3,000		3,000	
22,713	0	0		8616	Vehicle Set-up	0		0		0	
314,357	319,611	322,554		8810	Rent Interdepartmental	332,955		332,955		332,955	
50,000	53,000	65,000		8820	Insurance Interdepartmental	70,000		70,000		70,000	
156,770	145,009	134,189		8830	Management Services Interdept.	143,219		143,219		143,219	
40,000	32,384	42,341		8840	Information Services Interdept	44,188		44,188		44,188	
1,325,277	1,450,966	1,413,384			Total Materials and Services	1,480,412		1,480,412		1,480,412	
0	0	0		8920	Buildings	0		0		0	
27,497	0	0		8944	Vehicles	0		0		0	
0	0	0		8948	Computers and Attachments	0		0		67,500	
27,497	0	0			Total Capital Outlay	0		0		67,500	
4,130,008	4,536,169	5,011,606	33.00		Total Department Expenses	5,386,588	34.00	5,386,588	34.00	5,454,088	34.00
Revenues											
4,322	10,440	10,000		6110	Federal Grants	10,000		10,000		10,000	
938	0	0		6130	State Operating Grants	0		0		0	
320,000	350,000	350,000		6140	State Shared Revenues	350,000		350,000		350,000	
15,733	6,658	20,000		6300	Charges for Services	20,000		20,000		20,000	
0	0	0		6310	Charges for Services - Rentals	325,000		325,000		200,000	
316	284	0		6600	Fines & Forfeitures	0		0		0	
7,937	0	0		6750	Settlements	0		0		0	
40,532	39,436	10,000		6820	Commission	10,000		10,000		10,000	
20,570	33,897	10,000		6990	Miscellaneous	10,000		10,000		10,000	
0	8,500	0		6990	Miscellaneous	0		0		0	
410,348	449,215	400,000			Total Revenues	725,000		725,000		600,000	
Net Cost of Program											
3,719,660	4,086,954	4,611,606			Expenditures less Revenue	4,661,588		4,661,588		4,854,088	

**Polk County
Adopted Budget
Fiscal Year 2018-2019
Beginning July 1, 2018
Expenditures**

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

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	Acct. FTE Num.	Description	FY 18-19 Proposed	FTE	Tentatively Approved	FTE	Recommended for Approval	FTE
Expenditures										
0	0	0	8220	Operating Supplies	0		0		0	
0	0	0	8420	Workshops & Conferences	0		0		0	
0	0	0	8510	Prof. Services	0		0		0	
0	0	0	8580	Special Projects	0		0		0	
0	0	250	8590	Boards & Commissions Expense	250		250		250	
0	0	0	8720	Finance Charges	0		0		0	
3,000	3,000	3,000	8750	Community Mediation/VORP	3,000		3,000		3,000	
1,626	1,528	500	8790	Misc. Department Expenses	500		500		500	
4,626	4,528	3,750		Total Materials and Services	3,750		3,750		3,750	
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										
63	2,342	80,000	9810	Transfer to Public Works Fund	230,000		230,000		230,000	
115,000	140,000	100,000	9820	Transfer to Dog Control Fund	110,000		110,000		110,000	
5,000	10,000	5,000	9830	Transfer to Marine Patrol Fund	5,000		5,000		5,000	
5,000	15,000	5,000	9835	Transfer to Law Library Fund	5,000		5,000		5,000	
10,000	10,000	5,000	9836	Transfer to Domestic Mediation	5,000		5,000		5,000	
0	0	0	9838	Transfer to Health Services - FC	200,000		200,000		200,000	
215,000	240,000	310,000	9840	Transfer to Public Health Fund	250,000		250,000		250,000	
800,000	830,000	800,000	9850	Transfer to Juvenile Fund	800,000		800,000		800,000	
75,000	175,000	125,000	9860	Transfer to Fair Fund	150,000		150,000		150,000	
0	93,000	65,000	9880	Transfer to Veteran's Services F	60,000		60,000		60,000	
0	0	150,000	9884	Transfer to Insurance Fund	50,000		50,000		50,000	
1,225,063	1,515,342	1,645,000		Total Transfers	1,865,000		1,865,000		1,865,000	
1,229,689	1,519,870	1,648,750		Total Departmental Expense	1,868,750		1,868,750		1,868,750	
Fund Contingency and Unappropriated Ending Fund Balance										
0	0	3,754,521	9990	Fund Operating Contingency	3,989,991		3,989,991		3,991,738	
0	0	0	9995	Unaprop. Ending Fund Balance	0		0		0	
Revenues										
3,383,828	4,595,132	4,700,000	6000	Beginning Fund Balance	4,900,000		4,900,000		5,000,000	
8,597,826	8,970,346	9,350,000	6010	Property Taxes	9,750,000		9,750,000		9,800,000	
243,484	198,899	275,000	6020	Property Taxes Previous Years	225,000		225,000		225,000	
1,555,739	1,705,006	2,100,000	6020	Property Taxes - Operating Levy	2,200,000		2,200,000		1,920,000	
0	15,910	25,000	6017	Property Taxes- Levy Previous Y	25,000		25,000		25,000	
324,310	323,827	310,000	6050	Franchise Tax	325,000		325,000		325,000	
721,359	409,196	0	6120	Federal Pmts in Lieu of Tax (O &	400,000		400,000		740,000	
63	2,342	80,000	6140	State Shared Revenues	230,000		230,000		230,000	
478,735	507,711	475,000	6142	State Shared Revenues - Excise	650,000		650,000		650,000	
20,140	19,152	20,000	6170	Intergovernmental Local Gov't	20,000		20,000		20,000	
2,288	2,288	2,000	6310	Charges for Services - Rentals	2,000		2,000		2,000	
93,360	103,545	75,000	6600	Fines and Forfeitures	100,000		100,000		100,000	
48,482	102,432	85,000	6800	Interest Income	100,000		100,000		100,000	
0	0	0	6980	Donations	0		0		0	
2,318	679	5,000	6990	Miscellaneous	2,500		2,500		2,500	
1,111	3,052	2,500	7100	Proceeds from Sale of Assets	2,500		2,500		2,500	
0	0	0	7920	Transfer from Other Fund	0		0		0	
15,473,043	16,959,517	17,504,500		Total Revenues	18,932,000		18,932,000		19,142,000	

**Polk County
Adopted Budget
Fiscal Year 2018-2019
Beginning July 1, 2018
Expenditures**

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

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	Acct. FTE Num.	Description	FY 18-19 Proposed	FTE	Tentatively Approved	FTE	Recommended for Approval	FTE
Expenditures										
0	0	0	0	8010	Clerical/Admin. Specialist	0	0	0	0	0
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0
0	0	0	0.00	8080	Temporary/Part-time	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		8220	Operating Supplies	0		0		0
0	0	500		8250	Small Tools & Minor Equipmer	0		0		0
0	57	0		8410	Dues, Memberships & Publica	0		0		0
0	0	0		8420	Workshops & Conferences	0		0		0
3,932	0	500		8510	Professional Services	0		0		0
0	0	0		8580	Special Projects	0		0		25,000
0	0	0		8614	Vehicle Maint. - Gen. Services	0		0		0
0	0	0		8616	Vehicle Set-up	0		0		0
0	0	0		8750	Aid to Other Public Agencies	0		0		0
2,170	1,793	1,625		8830	Management Services Interde	0		0		0
80,000	80,000	80,000		8840	Information Services	0		0		0
86,102	81,850	82,625			Total Materials and Services	0		0		25,000
0	0	0		8944	Vehicles	0		0		0
0	0	0		8948	Computers and Attachments	0		0		0
0	0	0			Total Capital Outlay	0		0		0
86,102	81,850	82,625	0.00		Total Department Expenses	0	0.00	0	0.00	25,000
Revenues										
59,185	59,185	0		6221	Federal Pmts in Lieu of Tax (T	0		0		25,000
0	0	0		6990	Miscellaneous	0		0		0
59,185	59,185	0			Total Revenues	0		0		25,000
Net Cost of Program										
26,917	22,665	82,625			Expenditures less Revenue	0		0		0

**Polk County
Adopted Budget
Fiscal Year 2018-19
Beginning July 1, 2018
Revenues**

240 Behavioral Health (Fund)
Revenue for all departments

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	Divn. Num.	Acct. Num.	Description	FY 18-19 Proposed	Tentatively Approved	Recommended for Approval	Division
Revenues									
3,492,431	6,367,966	6,800,000	530	6000	Beginning Fund Balance	6,500,000	6,500,000	6,900,000	Behv. Hlth. Support Svcs.
0	20,826	0	530	6110	Federal Awards	0	0	0	Behv. Hlth. Support Svcs.
2,000,000	817,110	810,000	530	6122	OHP Capitation	0	0	0	Behv. Hlth. Support Svcs.
0	188,037	190,000	530	6124	Medicaid Fee for Services	0	0	0	Behv. Hlth. Support Svcs.
46,381	45,465	45,000	530	6131	MH State Operating Grants	65,000	65,000	65,000	Behv. Hlth. Support Svcs.
360,592	210,094	180,000	530	6170	Intergovernmental Local	0	0	0	Behv. Hlth. Support Svcs.
0	1,958	0	530	6180	Non-governmental Grants	0	0	0	Behv. Hlth. Support Svcs.
25,092	35,981	40,000	530	6300	Charges for Services	1,880,000	1,880,000	1,880,000	Behv. Hlth. Support Svcs.
60,568	102,610	95,000	530	6310	Charges for Services-Rentals	0	0	0	Behv. Hlth. Support Svcs.
27,228	63,078	35,000	530	6800	Interest Income	85,000	85,000	85,000	Behv. Hlth. Support Svcs.
25,659	25	0	530	6990	Miscellaneous	0	0	0	Behv. Hlth. Support Svcs.
194,618	197,258	200,000	535	6110	Federal Awards	83,000	83,000	83,000	Addictions Program
472,650	835,691	710,000	535	6124	Medicaid Fee for Services	840,000	840,000	840,000	Addictions Program
303,905	0	0	535	6130	State Operating Grants	0	0	0	Addictions Program
41,342	76,243	60,000	535	6131	MH State Operating Grants	160,000	160,000	160,000	Addictions Program
70,478	72,428	60,000	535	6142	State Shared Rev-Excise Tax	60,000	60,000	200,000	Addictions Program
40,698	0	0	535	6170	Intergovernmental Local	145,000	145,000	145,000	Addictions Program
0	210	0	535	6180	Non-governmental Grants	0	0	0	Addictions Program
115,424	65,255	60,000	535	6300	Charges for Services	36,000	36,000	36,000	Addictions Program
1,990	930	0	535	6980	Donations	0	0	0	Addictions Program
0	57	0	535	6990	Miscellaneous	0	0	0	Addictions Program
62,381	57,390	62,000	540	6110	Federal Awards	62,000	62,000	62,000	Outpatient M.H. Svcs.
4,330,694	4,999,579	4,900,000	540	6122	OHP Capitation	5,580,000	5,580,000	6,380,000	Outpatient M.H. Svcs.
510,992	405,166	370,000	540	6124	Medicaid Fee for Services	370,000	370,000	370,000	Outpatient M.H. Svcs.
419,567	51,500	50,000	540	6130	State Operating Grants	70,000	70,000	70,000	Outpatient M.H. Svcs.
1,164,076	1,877,964	1,800,000	540	6131	MH State Operating Grants	1,885,000	1,885,000	1,885,000	Outpatient M.H. Svcs.
30,093	30,093	30,000	540	6132	Rent Subsidies	0	0	0	Outpatient M.H. Svcs.
1,594,263	1,742,330	1,525,000	540	6170	Intergovernmental Local	1,793,000	1,793,000	1,793,000	Outpatient M.H. Svcs.
3,877	9,961	8,000	540	6180	Non-governmental Grants	7,000	7,000	7,000	Outpatient M.H. Svcs.
255,283	177,550	155,000	540	6300	Charges for Services	175,000	175,000	175,000	Outpatient M.H. Svcs.
0	0	0	540	6980	Donations	0	0	0	Outpatient M.H. Svcs.
3,813	2,384	0	540	6990	Miscellaneous	0	0	0	Outpatient M.H. Svcs.
0	0	0	555	6130	State Operating Grants	0	0	0	Dev. Disabilities
1,789,927	1,632,856	1,710,000	555	6131	MH State Operating Grants	2,271,000	2,271,000	2,271,000	Dev. Disabilities
0	0	0	555	6990	Miscellaneous	0	0	0	Dev. Disabilities
0	342	0	560	6130	State Operating Grants	0	0	0	Sub-Grant Programs
262,631	297,027	290,000	560	6131	MH State Operating Grants	290,000	290,000	290,000	Sub-Grant Programs
33,369	2,781	0	560	6132	State-Hillside Rent Subsidy	0	0	0	Sub-Grant Programs
0	0	0	560	6131	MH State Operating Grants	0	0	0	Sub-Grant Programs
17,740,022	20,388,145	20,185,000			Fund Total	22,357,000	22,357,000	23,697,000	

**Polk County
Adopted Budget
Fiscal Year 2018-19
Beginning July 1, 2018
Expenditures**

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

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FTE	Acct. Num.	Description	FY 18-19 Proposed	FTE	Tentatively Approved	FTE	Recommended for Approval	FTE
Expenditures											
520,127	633,310	865,000	24.40	8010	Clerical/Admin. Specialist	896,764	21.40	896,764	21.40	896,764	21.40
112,238	3,922	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0	0.00
102,307	115,661	123,033	2.00	8040	Management/Supervisory	62,020	1.00	62,020	1.00	62,020	1.00
19,169	6,542	25,000		8080	Temporary/Part-time	15,000		15,000		15,000	
6,696	3,182	10,000		8090	Overtime	10,000		10,000		10,000	
760,537	762,617	1,023,033	26.40		Total Salaries	983,784	22.40	983,784	22.40	983,784	22.40
118,490	118,954	225,067		8110	PERS-Retirement	213,132		213,132		213,132	
56,874	56,100	78,262		8120	Social Security/Medicare	75,259		75,259		75,259	
253,839	274,788	469,920		8140	Insurance	403,200		403,200		403,200	
3,897	3,897	5,110		8150	Unemployment	4,914		4,914		4,914	
2,101	2,134	3,069		8160	Workers Comp. Insurance	2,951		2,951		2,951	
1,195,738	1,218,490	1,804,461	26.40		Total Personal Services	1,683,241	22.40	1,683,241	22.40	1,683,241	22.40
846	3,254	500		8210	Office Supplies	2,000		2,000		2,000	
547	1,369	3,000		8220	Operating Supplies	1,000		1,000		1,000	
113,482	2,169	0		8240	Software & Maintenance	0		0		0	
3,227	15,591	4,000		8250	Small Tools & Minor Equipment	4,000		4,000		4,000	
0	614	250		8310	Advertising and Printing	500		500		500	
79	624	500		8320	Photocopying	500		500		500	
0	0	250		8330	Postage	250		250		250	
9,097	10,935	7,500		8340	Telephone	15,000		15,000		15,000	
150	269	0		8350	Utilities	0		0		0	
8,210	0	500		8410	Dues, Memberships & Publicatns	500		500		500	
3,076	7,768	1,000		8420	Workshops and Conferences	10,000		10,000		10,000	
3,835	3,662	3,000		8430	Transportation	3,500		3,500		3,500	
2,087	1,086	2,500		8510	Professional Services	2,500		2,500		2,500	
0	105	0		8540	Contract Services	0		0		0	
15	94	0		8580	Special Projects	0		0		0	
0	0	0		8590	Board & Commissioners Expense	0		0		0	
64	219	10,000		8610	Repairs and Maintenance	10,000		10,000		10,000	
0	0	0		8660	Rentals	0		0		0	
753,709	105,912	52,128		8810	Rent Interdepartmental	38,525		38,525		38,525	
70,000	10,000	10,000		8820	Insurance Interdepartmental	11,000		11,000		11,000	
342,002	175,255	161,181		8830	Management Services Interdept.	163,420		163,420		163,420	
222,881	111,770	90,601		8840	Information Services Interdept	93,973		93,973		93,973	
585,100	10,174	10,000		8850	Human Serv. Admin. Interdept.	20,000		20,000		20,000	
2,118,407	460,870	356,910			Total Materials & Services	376,668		376,668		376,668	
324,626	381,767	500,000		8920	Buildings	0		0		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0		8948	Computers and Attachments	0		0		0	
324,626	381,767	500,000			Total Capital Outlay	0		0		0	
0	0	3,860,587		9990	Contingency	3,401,546		3,401,546		3,401,546	
0	0	3,860,587			Total Contingency & Trans	3,401,546		3,401,546		3,401,546	
3,638,771	2,061,127	6,521,958	26.40		Total Department Expenses	5,461,455	22.40	5,461,455	22.40	5,461,455	22.40
Revenues											
3,492,631	6,367,966	6,800,000		6000	Beginning Fund Balance	6,500,000		6,500,000		6,800,000	
0	20,826	0		6110	Federal Grants	0		0		0	
2,000,000	817,110	810,000		6122	OHP Capitation	0		0		0	
0	188,037	190,000		6124	Medicaid Fee for Services	0		0		0	
46,381	45,465	45,000		6131	MH State Operating Grants	65,000		65,000		65,000	
360,592	210,094	180,000		6170	Intergovernmental Local Govt.	0		0		0	
0	1,958	0		6180	Non-governmental Grants	0		0		0	
25,092	35,981	40,000		6300	Charges for Services - Interdept.	1,880,000		1,880,000		1,880,000	
60,568	102,610	95,000		6310	Charges for Service-Rentals	0		0		0	
27,228	63,078	35,000		6800	Interest Income	85,000		85,000		85,000	
25,659	25	0		6990	Miscellaneous	0		0		0	
6,038,151	7,853,150	8,195,000			Total Revenues	8,530,000		8,530,000		8,930,000	
Net Cost of Program											
(2,399,380)	(5,792,023)	(1,673,042)			Expenditures less Revenue	(3,068,545)		(3,068,545)		(3,468,545)	

**Polk County
Adopted Budget
Fiscal Year 2018-19
Beginning July 1, 2018
Expenditures**

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

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FTE	Acct. Num.	Description	FY 18-19 Proposed	FTE	Tentatively Approved	FTE	Recommended for Approval	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	0	0.00
346,915	362,104	375,000	6.95	8030	Professional/Technical	415,150	7.70	415,150	7.70	415,150	7.70
72,919	105,207	110,000	1.50	8040	Management/Supervisory	115,817	1.50	115,817	1.50	115,817	1.50
12,195	0	5,000		8080	Temporary/Part-Time	0		0		0	
2,012	3,945	2,500		8090	Overtime	18,000		18,000		18,000	
434,041	471,256	492,500	8.45		Total Salaries	548,967	9.20	548,967	9.20	548,967	9.20
70,739	73,192	108,350		8110	PERS-Retirement	120,773		120,773		120,773	
31,947	34,735	37,676		8120	Social Security/Medicare	41,996		41,996		41,996	
129,085	140,362	167,310		8140	Insurance	165,600		165,600		165,600	
2,175	2,373	2,460		8150	Unemployment	2,742		2,742		2,742	
1,877	2,082	1,478		8160	Workers Comp. Insurance	1,647		1,647		1,647	
669,864	724,000	809,774	8.45		Total Personal Services	881,725	9.20	881,725	9.20	881,725	9.20
1,275	1,229	1,500		8210	Office Supplies	1,000		1,000		1,000	
8,551	4,240	1,000		8220	Operating Supplies	5,000		5,000		5,000	
1,231	16,437	15,000		8240	Software & Maintenance	15,000		15,000		15,000	
10,079	5,356	2,500		8250	Small Tools & Minor Equipment	5,000		5,000		5,000	
406	343	500		8310	Advertising and Printing	500		500		500	
3,584	3,241	4,000		8320	Photocopying	4,000		4,000		4,000	
284	657	500		8330	Postage	500		500		500	
1,761	2,436	6,000		8340	Telephone	6,000		6,000		6,000	
0	67	2,000		8350	Utilities	500		500		500	
0	0	100		8410	Dues, Memberships & Publications	100		100		100	
1,879	2,503	2,500		8420	Workshops and Conferences	3,000		3,000		3,000	
1,931	4,233	5,000		8430	Transportation	10,000		10,000		10,000	
1,768	108	0		8510	Professional Services	0		0		0	
0	221	0		8520	Medical Care	0		0		0	
0	0	0		8540	Contract Services	0		0		0	
4,979	1,508	5,000		8580	Special Projects	5,000		5,000		5,000	
0	9,054	15,000		8610	Repairs and Maintenance	0		0		0	
0	0	0		8660	Rentals	0		0		0	
0	0	0		8710	Loan Repayment	0		0		0	
0	42,365	96,732		8810	Rent Interdepartmental	71,123		71,123		71,123	
0	5,000	5,000		8820	Insurance Interdepartmental	6,000		6,000		6,000	
0	33,175	34,420		8830	Management Services Interdept.	38,345		38,345		38,345	
0	15,740	16,696		8840	Information Services Interdept.	16,804		16,804		16,804	
0	89,022	90,000		8850	Human Serv. Admin. Interdept.	140,000		140,000		140,000	
0	0	0		8855	BH Admin. Interdepartmental	188,000		188,000		188,000	
37,728	236,935	303,448			Total Materials & Services	515,872		515,872		515,872	
0	224	0		8920	Buildings	0		0		0	
0	224	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	
707,592	961,159	1,113,222	8.45		Total Department Expenses	1,397,597	9.20	1,397,597	9.20	1,397,597	9.20
Revenues											
194,618	197,258	200,000		6110	Federal Grants	83,000		83,000		83,000	
472,650	835,691	710,000		6124	Medicaid Fee for Services	840,000		840,000		840,000	
303,905	0	0		6130	State Operating Grants	0		0		0	
41,342	76,243	60,000		6131	MH State Operating Grants	160,000		160,000		160,000	
70,478	72,428	60,000		6142	State Shared Revenues-Excise Tax	60,000		60,000		200,000	
40,698	0	0		6170	Intergovernmental Local Govt.	145,000		145,000		145,000	
0	210	0		6180	Non-governmental Grants	0		0		0	
115,424	65,255	60,000		6300	Charges for Services	36,000		36,000		36,000	
1,990	930	0		6980	Donations	0		0		0	
0	57	0		6990	Miscellaneous	0		0		0	
0	0	0		7120	Loan Proceeds	0		0		0	
1,241,105	1,248,072	1,090,000			Total Revenues	1,324,000		1,324,000		1,464,000	
Net Cost of Program											
(533,513)	(286,913)	23,222			Expenditures less Revenue	73,597		73,597		(66,403)	

**Polk County
Adopted Budget
Fiscal Year 2018-19
Beginning July 1, 2018
Expenditures**

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

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FTE	Acct. Num.	Description	FY 18-19 Proposed	FTE	Tentatively Approved	FTE	Recommended for Approval	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	0	0.00
1,843,155	2,123,886	2,720,000	####	8030	Professional/Technical	2,852,613	50.30	2,852,613	50.30	2,852,613	50.30
331,638	447,429	485,000	6.50	8040	Management/Supervisory	496,125	6.50	496,125	6.50	496,125	6.50
404	0	5,000		8080	Temporary/Part-Time	5,000		5,000		5,000	
49,131	37,207	50,000		8090	Overtime	50,000		50,000		50,000	
2,224,328	2,608,522	3,260,000	####		Total Salaries	3,403,738	56.80	3,403,738	56.80	3,403,738	56.80
386,657	430,202	717,200		8110	PERS-Retirement	747,722		747,722		747,722	
164,206	193,953	249,390		8120	Social Security/Medicare	260,386		260,386		260,386	
618,020	748,534	1,023,500		8140	Insurance	1,022,400		1,022,400		1,022,400	
11,159	13,144	16,284		8150	Unemployment	17,002		17,002		17,002	
9,527	11,230	9,780		8160	Workers Comp. Insurance	10,211		10,211		10,211	
3,413,897	4,005,585	5,276,154	####		Total Personal Services	5,461,459	56.80	5,461,459	56.80	5,461,459	56.80
6,124	10,054	7,500		8210	Office Supplies	7,500		7,500		7,500	
7,782	12,480	15,000		8220	Operating Supplies	10,000		10,000		10,000	
422	190	500		8225	Fuels & Lubricants	500		500		500	
70,320	119,419	80,000		8240	Software & Maintenance	105,000		105,000		105,000	
60,297	81,849	120,000		8250	Small Tools & Minor Equipment	80,000		80,000		80,000	
3,154	2,861	4,000		8310	Advertising and Printing	5,000		5,000		5,000	
16,412	21,590	15,000		8320	Photocopying	20,000		20,000		20,000	
2,130	2,252	2,500		8330	Postage	3,000		3,000		3,000	
32,274	45,622	35,000		8340	Telephone	65,000		65,000		65,000	
5,287	8,327	8,000		8350	Utilities	8,000		8,000		8,000	
0	8,386	8,500		8410	Dues, Memberships & Publications	15,000		15,000		15,000	
15,241	14,944	20,000		8420	Workshops and Conferences	25,000		25,000		25,000	
66,581	64,535	65,000		8430	Transportation	65,000		65,000		65,000	
20,776	26,032	10,000		8510	Professional Services	25,000		25,000		25,000	
0	40	0		8520	Medical Care	0		0		0	
1,168,576	1,458,388	1,900,000		8540	Contract Services	1,750,000		1,750,000		1,750,000	
56,770	130,716	350,000		8550	Contract Services-other agency	250,000		250,000		250,000	
126,208	124,119	300,000		8580	Special Projects	150,000		150,000		150,000	
70,411	49,192	40,000		8610	Repairs and Maintenance	0		0		0	
335	0	0		8614	Vehicle & Equip. Maint. Gen. Svcs.	0		0		0	
145,139	147,847	145,000		8660	Rentals	155,000		155,000		155,000	
0	(169)	0		8750	Participation Public Agencies	0		0		0	
0	532,878	618,009		8810	Rent Interdepartmental	394,884		394,884		394,884	
0	55,000	60,000		8820	Insurance Interdepartmental	63,000		63,000		63,000	
0	218,161	284,946		8830	Management Services Interdept.	307,625		307,625		307,625	
0	137,167	176,505		8840	Information Services Interdept.	199,654		199,654		199,654	
0	682,166	720,000		8850	Human Serv. Admin. Interdept.	950,000		950,000		950,000	
0	0	0		8855	BH Admin. Interdepartmental	1,692,000		1,692,000		1,692,000	
1,874,239	3,954,046	4,985,460			Total Materials & Services	6,346,163		6,346,163		6,346,163	
0	274,935	0		8920	Buildings	1,000,000		1,000,000		2,340,000	
15,536	22,664	0		8930	Improvements Other than Bldgs.	0		0		0	
48,000	12,961	20,000		8944	Vehicles	25,000		25,000		25,000	
7,983	33,032	0		8948	Computers & Attachments	0		0		0	
71,519	343,592	20,000			Total Capital Outlay	1,025,000		1,025,000		2,365,000	
5,359,655	8,303,223	10,281,614	####		Total Department Expenses	12,832,622	56.80	12,832,622	56.80	14,172,622	56.80
Revenues											
62,381	57,390	62,000		6110	Federal Grants	62,000		62,000		62,000	
4,330,694	4,999,579	4,900,000		6122	OHP Capitation	5,580,000		5,580,000		6,380,000	
510,992	405,166	370,000		6124	Medicaid Fee for Services	370,000		370,000		370,000	
419,567	51,500	50,000		6130	State Operating Grants	70,000		70,000		70,000	
1,164,076	1,877,964	1,800,000		6131	MH State Operating Grants	1,885,000		1,885,000		1,885,000	
30,093	30,093	30,000		6132	Rent Subsidies	0		0		0	
1,594,263	1,742,330	1,525,000		6170	Intergovernmental Local Govt	1,793,000		1,793,000		1,793,000	
3,877	9,961	8,000		6180	Non-governmental Grants	7,000		7,000		7,000	
255,283	177,550	155,000		6300	Charges for Services	175,000		175,000		175,000	
0	0	0		6980	Donations	0		0		0	
3,813	2,384	0		6990	Miscellaneous	0		0		0	
0	0	0		7100	Proceeds from Sale of Assets	0		0		0	
8,375,039	9,353,917	8,900,000			Total Revenues	9,942,000		9,942,000		10,742,000	
Net Cost of Program											
(3,015,384)	(1,050,694)	1,381,614			Expenditures less Revenue	2,890,622		2,890,622		3,430,622	