



**Proposed Budget**  
**Fiscal Year**  
**2017-2018**



# **Proposed Budget**

for the

## **Fiscal Year 2017-2018**

Beginning July 1, 2017

### **MEMBERS OF THE BUDGET COMMITTEE:**

#### **Governing Body Portion:**

##### **Position #1**

Jennifer Wheeler  
441 N 13th St.  
Independence, OR 97351  
623-8173(w)  
Term Expires: 1/1/2020

##### **Position #2**

Craig Pope  
15040 Airlie Road  
Monmouth, OR 97361  
838-6444(h) 623-8173(w)  
Term Expires: 1/7/2019

##### **Position #3**

Mike Ainsworth  
16480 Airlie Road  
Monmouth, OR 97361  
623-2616(h) 623-8173(w)  
Term Expires: 1/7/2019

#### **Lay Member Portion:**

##### **Position #1**

Blair Wasson  
10165 Buena Vista Rd.  
Independence, OR 97351  
364-8662 (w) 838-5498 (h)  
Term Expires: 12/31/2018

##### **Position #2**

Norbert Hartmann  
4935 Matney Rd.  
Monmouth, OR 97361  
838-5057(h)  
Term Expires: 12/31/2019

##### **Position #3**

Vern Wells  
838 Corsair Dr  
Independence, OR 97351  
838-5786(h)  
Term Expires: 12/31/2017

### **STAFF**

**Budget Officer:**  
**County Counsel:**  
**Recording Secretary:**  
**Treasurer:**

Gregory Hansen  
Morgan Smith  
Heather Chase  
Linda Fox

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**2017-2018 POLK COUNTY BUDGET HEARINGS SCHEDULE**  
**COURTHOUSE CONFERENCE ROOM**  
**DAY #1 – MONDAY – APRIL 3, 2017**

<u>TIME</u>			<u>PAGE</u>
9:00am	CALL TO ORDER/NOTE OF ATTENDANCE	Craig Pope, BOC Chair	
	ELECTION OF CHAIRMAN, VICE-CHAIRMAN AND SECRETARY		
	APPROVAL OF MAY 25, 2016 BUDGET COMMITTEE MINUTES		Appendix 1-2
	ADOPT PROCEDURES & RULES OF GOVERNANCE		10-11
9:15	BUDGET MESSAGE - FY 2017-2018	Greg Hansen, Budget Officer	1-18
10:00	GENERAL FUND REVENUES	Greg Hansen	19-20
10:15	CLERK		
	Recording	Val Unger	1-2
	Elections	Val Unger	3-4
10:25	ASSESSOR	Doug Schmidt	1-8
10:40	BREAK		
10:50	TREASURER	Linda Fox	1-2
	TAX COLLECTOR	Linda Fox	3-4
11:15	DISTRICT ATTORNEY		
	Prosecution	Aaron Felton/Barb Filipponi	1-13
	Support Enforcement	Aaron Felton/Barb Filipponi	14-19
	Victim Assistance	Aaron Felton/Barb Filipponi	20-24
	Medical Examiner	Aaron Felton/Barb Filipponi	25-28
	CAMI Fund	Aaron Felton/Barb Filipponi	29-30
	CASA	Aaron Felton/Mike Barnett	31-34
12:00	LUNCH		
1:00	SHERIFF		
	Patrol (includes 9-1-1 contract)	Mark Garton /Jeff Isham	1-2
	Jail	Mark Garton /Jeff Isham	3-11
	Emergency Management	Mark Garton /Dean Bender	12-13
	Marine Patrol Fund	Mark Garton	14-15
	P.O.I.N.T. Fund	Mark Garton	16-17
	Dog Control	Mark Garton	18-19
2:00	COMMUNITY CORRECTIONS		
	Parole & Probation	Marty Silbernagel	1-20
	Community Service – Diversion	Marty Silbernagel	21-23
2:30	JUVENILE FUND		
	Revenues	Marty Silbernagel	1
	Juvenile Probation	Marty Silbernagel	2-7
	Juvenile Sanctions	Marty Silbernagel	8-9
	Juvenile Community Service	Marty Silbernagel	10
2:50	PARKS	Greg Hansen	1-2
2:55	NON-DEPARTMENTAL		
	O&C Timber Title III	Greg Hansen	1-2
	Miscellaneous	Greg Hansen	3-4

**2017-2018 POLK COUNTY BUDGET HEARINGS SCHEDULE**  
**COURTHOUSE CONFERENCE ROOM**  
**DAY #1 – MONDAY – APRIL 3, 2017 (continued)**

3:00	BREAK		
3:15	MISCELLANEOUS FUNDS		
	Law Library Fund	Greg Hansen	1-2
	County School Fund	Greg Hansen	3-4
	Insurance Fund	Greg Hansen	5-6
	Debt Service Fund	Greg Hansen	7-16
	Domestic Mediation	Greg Hansen	17-18
	Court Security	Greg Hansen	19-20
	Veteran's Services Fund	Greg Hansen	21-22
3:45	BUDGET DISCUSSION	Greg Hansen	
4:00	RECESS TO 9:00 A.M. – 04/04/17		

**2017-2018 POLK COUNTY BUDGET HEARINGS SCHEDULE**  
**COURTHOUSE CONFERENCE ROOM**  
**DAY #2 – TUESDAY – APRIL 4, 2017**

<u>TIME</u>			<u>PAGE</u>
9:00 am	UPDATE/OVERVIEW	Greg Hansen	
9:15	COMMUNITY DEVELOPMENT		
	Planning	Austin McGuigan	1-2
	Building Inspection	Austin McGuigan	3-4
	Environmental Health	Austin McGuigan	5-6
	Economic Development	Austin McGuigan	7-12
	Household Hazardous Waste	Austin McGuigan	13-14
9:45	FAIR FUND		
	Revenues	Fair Board/Anna Scharf	1
	Annual County Fair	Fair Board/Anna Scharf	2-3
	Year-Round Operations	Fair Board/Anna Scharf	4-5
10:15	HEALTH SERVICES		
	<u>Public Health Fund</u>		
	Revenues	Noelle Carroll / Katrina Rothenberger	1
	Family Planning	Noelle Carroll / Katrina Rothenberger	2-3
	General Health	Noelle Carroll / Katrina Rothenberger	4-13
	Women/Infant/Children (WIC)	Noelle Carroll / Katrina Rothenberger	14-15
10:45	BREAK		
11:00	HEALTH SERVICES		
	<u>Behavioral Health Fund</u>		
	Revenues	Noelle Carroll / Tami Stump	1
	Behavioral Health Support Services	Noelle Carroll / Tami Stump	2-4
	Addictions Program	Noelle Carroll / Tami Stump	5-6
	Outpatient BH Services	Noelle Carroll / Tami Stump	7-12
	Developmental Disabilities	Noelle Carroll / Tami Stump	13-14
	Sub-Grant Programs	Noelle Carroll / Tami Stump	15-16
11:30	<u>Health Services Fund</u>		
	Revenues	Noelle Carroll / Jim Morris	1
	Health Services Administration	Noelle Carroll / Jim Morris	2-3
	Family & Community Outreach	Noelle Carroll / Brent DeMoe	4-14
12:00	LUNCH		
1:15	MANAGEMENT SERVICES FUND		
	Revenue	Greg Hansen	1
	General Services		
	Non-Departmental - Transfer & Equipment Replacement	Greg Hansen	2-3
	Central Services	Greg Hansen/Matt Hawkins	4-5
	Academy Building Maintenance	Greg Hansen	6-7
	Jail Building Maintenance	Greg Hansen	8-9

**2017-2018 POLK COUNTY BUDGET HEARINGS SCHEDULE**  
**COURTHOUSE CONFERENCE ROOM**  
**DAY #2 – TUESDAY – APRIL 4, 2017 (continued)**

	MANAGEMENT SERVICES FUND (continued)		
	Courthouse Building Maintenance	Greg Hansen	10-11
	Information System	Greg Hansen/Dean Anderson	12-13
	Geographic Information Services	Greg Hansen/Dean Anderson	14-15
	Finance	Greg Hansen	16-17
	Personnel	Greg Hansen/Matt Hawkins	18-19
	Board of Commissioners	Greg Hansen/Craig Pope	20-21
	County Counsel	Greg Hansen/Morgan Smith	22-23
2:30	BUILDING IMPROVEMENT FUND	Greg Hansen	1-6
2:45	SUMMARY DISCUSSION		
3:00	RECESS TO 10:00 A.M. – 04/05/2017		

**2017-2018 POLK COUNTY BUDGET HEARINGS SCHEDULE**  
**COURTHOUSE CONFERENCE ROOM**  
**DAY #3 – WEDNESDAY, APRIL 5, 2017**

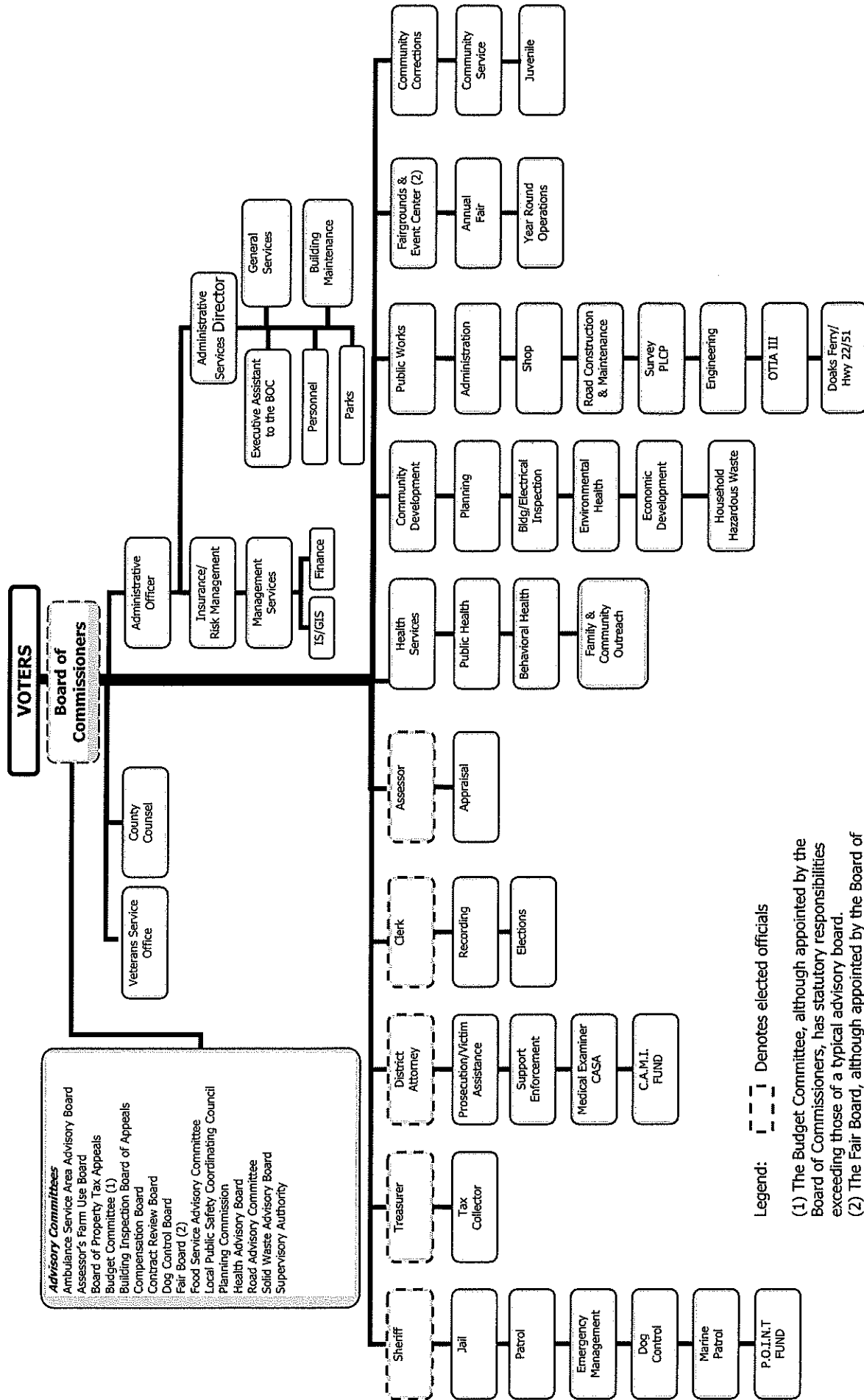
<u>TIME</u>			<u>PAGE</u>
10:00	UPDATE AND OVERVIEW	Greg Hansen	
10:15	PUBLIC WORKS FUND		
	Revenue	Todd Whitaker	1
	Administration Program	Todd Whitaker	2-3
	County Shops	Todd Whitaker	4-5
	Road Maintenance	Todd Whitaker	6-9
	Road Construction	Todd Whitaker	10-11
	Surveying	Eric Berry	12-13
	Engineering	Todd Whitaker	14-15
	Public Land Corner Preservation Fund	Eric Berry	16-17
	Doaks Ferry Rd. / Hwy 22&51	Todd Whitaker	18-19
11:00	PUBLIC COMMENT		
11:15	PUBLIC WORKS FUND (Continued)		
11:45	SUMMARY DISCUSSION		
12:00	RECESS TO 10:00 A.M. – 04/06/2017		

**2017-2018 POLK COUNTY BUDGET HEARINGS SCHEDULE**  
**COURTHOUSE CONFERENCE ROOM**  
**DAY #4 – THURSDAY, APRIL 6, 2017**

<u>TIME</u>			<u>PAGE</u>
10:00	UPDATE AND OVERVIEW	Greg Hansen	
10:15	NON-DEPARTMENTAL (continued)		
	TRANSFERS	Greg Hansen	3-4
	CONTINGENCY	Greg Hansen	3-4
10:45	UNSCHEDULED - RESERVED FOR CALLBACK		
11:15	SUMMARY OF BUDGET COMMITTEE ACTIONS		
	Distribution of Unfunded List Worksheets	Greg Hansen	
11:30	BUDGET COMMITTEE DELIBERATION		
	<u>TENTATIVE APPROVAL OF FY 2017-2018 BUDGET</u>		
	Direct Budget Officer to prepare tentatively approved budget for review and approval		
12:00	ADJOURN		

# Polk County Organizational Chart

Updated 03/2017



Legend:   Denotes elected officials

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

## Fiscal Year 2017-2018 Budget Calendar

- |     |   |                         |
|-----|---|-------------------------|
| 1.  | Compensation Committee meets to Recommend Elected Officials Salaries  | 01/18/2017    Wednesday |
| 2.  | Departmental Budget Request Forms to Department Heads   | 01/27/2017    Friday    |
| 3.  | Department Budget Request forms Returned to Budget Officer  | 02/24/2017    Friday    |
| 4.  | Budget Officer Meets with Department Heads to discuss budget request  | 03/06/2017 – 03/10/2017 |
| 5.  | Deliver to Newspaper of Record Notice of Budget Committee Meeting (1 <sup>st</sup> notice)                      | 03/10/2017    Friday    |
| 6.  | Publication of Notice of 9:00 a.m. 04/03/2017 Budget Committee Meeting (not more than 30 days prior to meeting) | 03/15/2017    Wednesday |
| 7.  | Deliver to Newspaper of Record Notice of Budget Committee Meeting (2 <sup>nd</sup> notice)                      | 03/24/2017    Friday    |
| 8.  | Publication of Notice of 9:00 a.m. 04/03/2017 Budget Committee Meeting (not less than 5 days prior to meeting)  | 03/29/2017    Wednesday |
| 9.  | Budget Officer delivers to the Budget Committee the Proposed Budget and the Budget Message                      | 03/30/2017    Thursday  |
| 10. | Budget Committee meets on the FY 2017-2018 Proposed Budget Approval (Recess to 5/17/2017)                       | 04/03/2017 – 04/06/2017 |
| 11. | Budget Committee Meeting for approval of the Budget   | 05/17/2017    Wednesday |
| 12. | Mail Public Improvement List to State (ORS 279.023) by  | 05/31/2017    Wednesday |

- |     |   |                              |
|-----|---|------------------------------|
| 13. | Deliver to Newspaper of Record the Notice of Approved Budget Summary and Public Hearing on 6/28/2017  | 06/09/2017    Friday         |
| 14. | Publication of Notice of Approved Budget Summary and Public Hearing on 6/28/2017 (5-25 days prior to meeting).                                      | 06/14/2017    Wednesday      |
| 15. | Public Hearing on Approved Budget in conjunction with BOC meeting   | 06/28/2017    Wednesday      |
| 16. | Adopt 2017-2018 Budget, make appropriations and declare tax levies  | 06/28/2017    Wednesday      |
| 17. | Submit Notice of Tax Levy (LB-50), Copy of Adopted Budget and Resolution adopting the Budget making appropriations and Levy of Tax to the Assessor. | 07/15/2017<br>(on or before) |
| 18. | One copy of the Adopted Budget to County Clerk  |                              |



# INTEROFFICE MEMORANDUM

POLK COUNTY COURTHOUSE

**TO:** Budget Committee  
**FROM:** Greg Hansen, Budget Officer  
**DATE:** April 3, 2017  
**SUBJECT:** Budget Committee Standard Operating Procedures (SOP)

## **POLK COUNTY BUDGET COMMITTEE RULES AND PROCEDURES**

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

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

#### IV. Final day process.

- A. The Committee has a final opportunity to question Department Heads by callback and to discuss among themselves the implication of various programs that are on the Unfunded List.
- B. All motions and seconds to place items on the Unfunded List are placed on a summary worksheet by County staff for final distribution.
- C. Any additional monies that have been released by motions to delete are added to the General Fund Contingency.
- D. After finalizing the Unfunded List worksheet provided by staff, the Committee members vote individually on the items and amounts on the Unfunded List they wish to include in the final Budget.
- E. Staff then compiles the final list of votes by the six Budget Committee members, makes copies, and distributes the list for a final round of discussions by the Committee.
- F. The Chairman then leads the Committee through a process that requires a motion, second, and majority vote to place items on the Unfunded List into the tentatively approved Budget. Money for items not receiving a majority vote remains in the General Fund Contingency.

#### V. Final Approval.

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

#### VI. Final Budget Committee meeting in May.

- A. The Budget Committee reconvenes to review and update revenue estimates and corresponding expenditures. The Budget Committee makes a final recommendation of approval to the Board of Commissioners who must adopt the budget by June 30, 2017, as provided in Oregon Statute.
- B. The Budget Committee then passes a motion adopting the recommended tax levy/rate to finance the property tax portion of the budget’s revenues.

#### VII. Miscellaneous Rules.

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



# POLK COUNTY

## BOARD OF COMMISSIONERS

POLK COUNTY COURTHOUSE ★ DALLAS, OREGON 97338-3174  
503-623-8173 ★ FAX 503-623-0896

Commissioners

**CRAIG A. POPE**

**MIKE AINSWORTH**

**JENNIFER L. WHEELER**

**GREGORY P. HANSEN**

Administrative Officer

**TO: MEMBERS OF THE 2017-18  
BUDGET COMMITTEE**

**FROM: GREG HANSEN, BUDGET OFFICER**

**DATE: MARCH 27, 2017**

**SUBJECT: 2017-18 BUDGET MESSAGE**

### INTRODUCTION

#### 2017-18 Budget Overview

The 2017-18 Polk County Proposed Budget is what I consider a slow growth budget maintaining what we implemented last two years and slowly building on that foundation. A General Fund with the third year of funding from the operating levy, along with increased property tax revenue coupled with a year with small increases in health insurance and a collared PERS rate increase, allowed for the County to expand some programs and FTE's.

The General Fund will see an increase of \$1,455,850 million over last year's adopted budget and an additional 2.20 FTE in staff increases. The major growth (80%) is occurring in our Public Safety programs (Sheriff, District Attorney and Community Corrections/Juvenile).

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 13.07% (additional \$837,000) and Public Health saw funding increases of \$243,000 or 11.66%. In total, other funds saw increases in funding amounting to \$1,474,699 and FTE increases of 5.05.

Overall, the proposed budget for the County increased by 4.42% (a \$2,930,549 increase in overall budget). The total proposed budget has an increase of 7.35 FTE.

Looking ahead the picture continues to look positive as the real estate market remains strong and we enter the middle year of our Public Safety operating levy. The only major revenue unknown at this time is State/Federal funding. However, downturns in the previously mentioned revenues and/or severe increases in PERS/health insurance could jeopardize the positive outlook.

#### Prior Years' Budget History

Following is a nine-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.

## **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 \$0.3788/\$1,000 (as a result of the O & C cut offset) that will be 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 \$1,250,000 (first year of the Facilities Maintenance Bond).

## **PROGRAM CHANGES / UPDATES:**

### **General Fund**

The General Fund will see increases in personnel of 2.20 FTE and an overall increase in the budget of 6.54% (approximately \$1.455 million).

### **Other Funds**

Public Works saw an increase in personnel of 2.0 FTE and overall budget increase of 13.07% (\$837,000).

Health Services saw a decrease in total personnel (1.0 FTE), but an increase in appropriations of 5.16%.

Public Health had a slight increase in FTE (1.6 FTE) and an overall budget increase of 11.66%.

Behavioral Health saw a decrease in personnel (1.85 FTE) for the first time in five years, but an overall budget increase of 3.75% (\$700,000 increase).

A newly created Veterans Services Fund which began on operations at the beginning of this calendar year will have its first full year of funding.

## **REVENUES:**

### **General Fund**

General Fund revenues for fiscal year 2017-18 are proposed at \$23,709,350 (a \$1,455,850 increase from last year). This is an **increase** of 6.54% over last year's adopted budget. The primary revenue increases for the upcoming year are Property Taxes (\$670,000), Beginning Fund Balance (\$500,000) and Community Corrections (\$125,000).

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 13.07% (\$837,000).

Health Services related funds with **increases** were Public Health (11.66%) and Behavioral Health (3.75%) and Health Services (5.16%).

Juvenile Fund **increased** by 0.54%.

The Fair Fund saw an **increase** of 7.44% in its operating budget.

Management Services saw an **increase** of 12.33% primarily due FTE increases and some one-time purchases.

## **PROPOSED STAFFING LEVELS:**

### **General Fund (budgeted net increase 2.20 FTE)**

Proposed staffing levels in the General Fund increased by 2.20 FTE. Increases occurred in the Community Development (1.20 FTE) and Sheriff – Patrol (1.0 FTE Records Clerk). The District Attorney’s Office had no increase in FTE, however one of his positions that was grant funded is now being funded by the County.

### **Other Funds (budgeted net increase of 5.05 FTE)**

Staff increases occurred in the Public Works Fund (2.0 FTE), Veteran’s Services Fund (1.12 FTE), Public Health Fund (1.60 FTE) and Management Services (2.63 FTE). Decreases in staffing occurred in Health Services Fund (1.0 FTE) and Behavioral Health Fund (1.85 FTE). These increases were based on the current year’s adopted budget.

### **Salaries & Benefits**

The County is in negotiations with all labor union for this upcoming fiscal year. The has completed negotiations with the Parole and Probation Officers, but the other three (3) unions are still in the process.

Costs associated with COLAs for elected officials have already been incorporated into this years budget.

PERS continues to be a serious financial issue for State & Local Governments. PERS employer rates increased this upcoming year (adjusts every two years). The increase was approximately 3.65% or \$600,000 to the total County budget.

The Unfunded Actuarial Liability (UAL) for Polk County with the latest evaluation period (2015) is now at negative \$25.93 million a \$6.57 million increase from 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 0% - 8% for both providers.

To put the cost associated with employee salaries and benefits into perspective, Polk County will potentially be employing 65 more employees in 2017 than in 2007, but the total cost associated with those employees will be \$13,100,000 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 3.33% in the past ten years (over 3.3% 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** 4.41% for fiscal year 2017-18.

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/repayment of past remodeling costs (a \$850,000 transfer to Building Improvement). Rental charges for the Courthouse Complex **increased** 6.23% and **increased** 3.33% for the Academy Building (repaying an additional \$550,000 for past remodeling costs). Rent for the Jail **increased** by 0.80% for the upcoming year.

The insurance charges for 2017-18 **increased** 14.55% 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** 9.76% for the fiscal year. The major contributor to the increase was security, server upgrades and the addition of 1.0 FTE.

Health Services overhead **increased** by approximately 5.5%.

## **PROPOSED CAPITAL OUTLAY:**

### **General Fund**

The one proposed capital outlay item for the General Fund is vehicles (2) for the Sheriff's Office.

### **Other Funds**

In Public Works, the proposed capital outlay expenditures of \$265,000 includes a pickup, dozer, sander truck, a trailer and a 5 yard dump truck. Other capital outlay in Public Works includes minor facility repairs, machinery, right of way purchases and bike path dollars.

Doaks Ferry Road/Hwy 22 & 51 project has \$200,000 earmarked for this upcoming fiscal year.

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

Behavioral Health has \$20,000 allocated for one motor pool vehicle.

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

Management Services (Central Services) has \$30,000 allocated for one/two motor pool vehicles.

The Building Improvement Fund has \$550,000 allocated for past projects at the Academy Building complex and building renovations.

## **TRANSFERS:**

Transfers from the General Fund to other funds **increased** by 14.29%. These included one (1) new transfer to the Insurance Fund.

The Public Health Fund transfer **increased** from \$275,000 to \$310,000 (12.7%). This is closer to the reality for this program if you want to keep our programs status quo. The only change to this transfer will result from federal and state funding changes in the future.

The transfer to the Juvenile Fund **decreased** from \$830,000 to \$825,000 (0.6%).

The transfer to the Public Works Fund remained the same at \$80,000 based upon timber receipts. 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 at a **decreased** level of \$100,000 (net decrease of \$7,500). 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 \$75,000. This transfer is intended to assist with facility upkeep/maintenance and employee benefits.

The transfer to the Veteran's Services Fund is proposed at \$65,000 for a full year operation. This program includes 2.0 FTE.

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

The new transfer is \$150,000 from the General Fund to the Insurance Fund due to our low reserves in that Fund.

Management Services will be transferring \$850,000 to the Building Improvement Fund to cover the costs associated with the COPs, repaying earlier remodeling costs for the Academy Building and other building related projects.

#### **CONTINGENCIES:**

The General Fund Contingency is proposed at \$3,831,711, which is a decrease of \$99,667 over last year's adopted contingency. Other funds with significant contingencies are Public Works (\$592,214) and Behavioral Health (\$3,860,587).

#### **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 can not 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 equipment to effectively/efficiently perform their duties.

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

## POLK COUNTY

## SUMMARY OF PROPOSED BUDGET

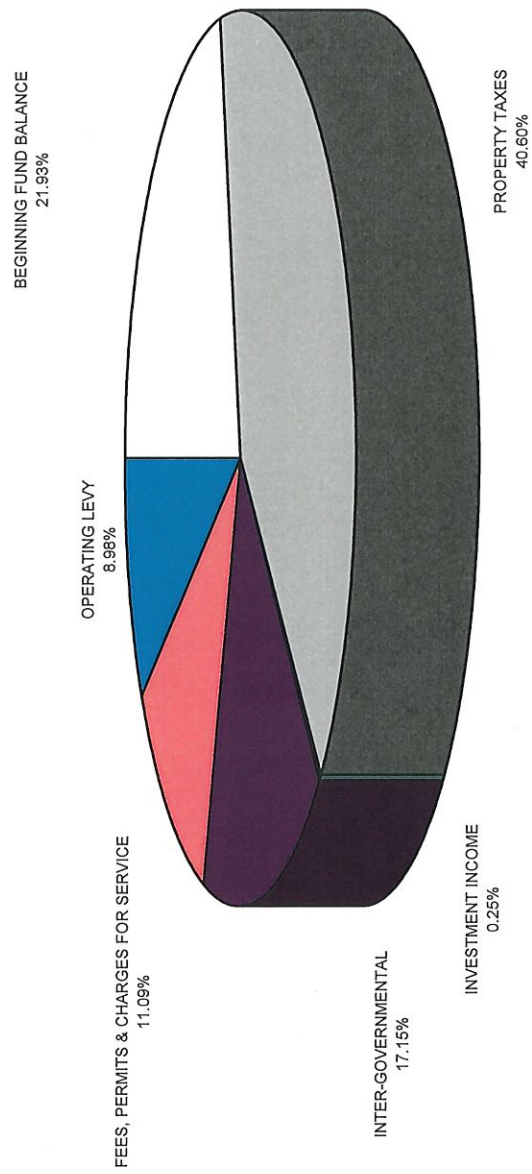
FY 2017-2018

DEPARTMENT	(FTE)	PERSONAL SERVICES			MATERIALS AND SERVICES		CAPITAL OUTLAY	OTHER	FY 2017-18 TOTAL BUDGET	FY 2016-17 TOTAL BUDGET	NET CHANGE	PERCENT CHANGE	FY 16-17 FTE	NET CHANGE	FY 2017-18 REVENUES	NET COST OF PROGRAM
		PERSONAL SERVICES	AND SERVICES													
GENERAL FUND (100)																
ASSESSOR COUNTY CLERK	10.00	936,910	333,428	0	0	1,270,338	0	0	1,270,338	1,235,874	34,464	2.79%	10.00	0.00	306,000	964,338
RECORDING	1.30	117,504	65,720	0	0	183,224	0	0	183,224	182,931	293	0.16%	1.30	0.00	460,000	-276,776
ELECTIONS	1.70	176,408	194,350	0	0	370,758	0	0	370,758	348,405	22,353	6.42%	1.70	0.00	25,000	345,758
TREASURER	0.00	15,851	17,719	0	0	33,570	0	0	33,570	33,636	-66	-0.20%	0.00	0.00	0	33,570
TAX COLLECTOR	2.20	199,970	98,292	0	0	298,262	0	0	298,262	292,926	5,336	1.82%	2.25	-0.05	18,000	280,262
COMMUNITY DEVELOPMENT																
PLANNING	2.78	315,607	123,037	0	0	438,644	0	0	438,644	407,589	31,055	7.62%	2.78	0.00	216,250	222,394
BUILDING INSPECTION	3.47	276,386	364,934	0	0	641,320	0	0	641,320	572,301	69,019	12.06%	2.87	0.60	590,000	51,320
ENVIRONMENTAL HEALTH	2.45	241,403	73,407	0	0	314,810	0	0	314,810	259,210	55,600	21.45%	1.85	0.60	288,700	26,110
DISTRICT ATTORNEY																
PROSECUTION	11.65	1,207,037	240,251	0	0	1,447,288	0	0	1,447,288	1,371,943	75,345	5.49%	12.65	-1.00	65,000	1,382,288
MEDICAL EXAMINER	0.00	46,334	8,666	0	0	55,000	0	0	55,000	41,790	13,210	31.61%	0.00	0.00	0	55,000
SUPPORT ENFORCEMENT	3.35	298,602	64,973	0	0	363,575	0	0	363,575	341,415	22,160	6.49%	3.35	0.00	271,000	92,575
VICTIM'S ASSISTANCE	3.70	252,082	53,998	0	0	306,080	0	0	306,080	229,294	76,786	33.49%	2.65	1.05	125,000	181,080
CASA/COURT APPOINTED SPECIAL ADVOCATE	0.00	0	20,000	0	0	20,000	0	0	20,000	15,000	5,000	33.33%	0.00	0.00	0	20,000
SHERIFF																
PATROL	31.35	3,538,460	963,724	60,000	0	4,562,184	0	0	4,562,184	4,288,611	273,573	6.38%	30.95	0.40	263,000	4,299,184
JAIL	33.00	3,680,722	1,413,384	0	0	5,094,106	0	0	5,094,106	4,524,507	569,599	12.59%	32.00	1.00	400,000	4,694,106
EMERGENCY MANAGEMENT	1.10	163,874	256,311	0	0	420,185	0	0	420,185	458,877	-38,692	-8.43%	1.50	-0.40	428,000	-7,815
COMMUNITY SERVICE	2.00	161,087	38,696	0	0	199,783	0	0	199,783	180,000	19,783	10.99%	2.00	0.00	130,000	69,783
COMMUNITY CORRECTIONS	13.55	1,499,428	579,111	0	0	2,078,539	0	0	2,078,539	1,962,392	116,147	5.92%	13.55	0.00	2,077,500	1,039
PARKS MAINTENANCE	0.50	44,036	29,017	0	0	73,053	0	0	73,053	71,001	2,052	2.89%	0.50	0.00	71,400	1,653
NON-DEPARTMENTAL																
OTHER	0.00	0	3,750	0	0	3,750	0	0	3,750	3,750	0	0.00%	0.00	0.00	17,974,500	-17,970,750
O & C TIMBER TITLE III	0.00	0	83,170	0	0	83,170	0	0	83,170	83,170	0	0.00%	0.00	0.00	0	83,170
TRANSFERS																
FUND OPERATING CONTINGENCY	0.20	15,031	97,669	0	0	112,700	0	0	112,700	128,750	-16,050	-12.47%	0.00	0.20	112,700	0
FUND OPERATING CONTINGENCY	0.00	0	35,000	0	0	35,000	0	0	35,000	31,000	4,000	12.90%	0.00	0.00	35,000	0
UNAPPROPRIATED ENDING FUND BALANCE	0.00	0	111,000	25,000	0	136,000	0	0	136,000	133,000	3,000	2.26%	0.00	0.00	136,000	0
TOTALS	124.10	13,171,701	5,025,938	60,000	5,451,711	23,709,350	0	0	23,709,350	22,253,500	1,455,850	6.54%	121.90	2.20	23,709,350	0
POL.I.N.T. FUND (120)	0.00	0	155,000	0	0	155,000	0	0	155,000	150,000	5,000	3.33%	0.00	0.00	155,000	0
C.A.M.I. FUND (140)	0.20	15,031	97,669	0	0	112,700	0	0	112,700	128,750	-16,050	-12.47%	0.00	0.20	112,700	0
DOMESTIC MEDIATION FUND (160)	0.00	0	35,000	0	0	35,000	0	0	35,000	31,000	4,000	12.90%	0.00	0.00	35,000	0
COURT SECURITY (180)	0.00	0	111,000	25,000	0	136,000	0	0	136,000	133,000	3,000	2.26%	0.00	0.00	136,000	0
PUBLIC WORKS FUND (210)																
ADMINISTRATION PROGRAM	2.90	347,257	391,587	10,000	592,214	1,341,058	0	0	1,341,058	1,258,997	82,061	6.52%	2.90	0.00	1,627,500	-286,442
COUNTY SHOP	3.00	282,387	216,500	5,000	0	503,887	0	0	503,887	483,716	20,171	4.17%	3.00	0.00	110,000	393,887
ROAD MAINTENANCE PROGRAM	13.00	1,396,756	2,953,000	265,000	0	4,614,756	0	0	4,614,756	3,974,816	639,940	16.10%	12.00	1.00	5,375,000	-760,244
ROAD CONSTRUCTION PROGRAM	0.00	0	115,500	90,000	0	200,500	0	0	200,500	200,500	5,000	2.49%	0.00	0.00	48,000	157,500
SURVEY	3.00	333,792	23,500	0	0	357,292	0	0	357,292	279,764	77,528	27.71%	2.00	1.00	72,000	285,292
ENGINEERING	2.00	206,007	14,900	0	0	220,907	0	0	220,907	207,707	12,200	5.92%	2.00	0.00	10,000	210,907
TOTALS	23.90	2,566,199	3,714,087	370,000	592,214	7,242,500	0	0	7,242,500	6,405,500	837,000	13.07%	21.90	2.00	7,242,500	0
PUBLIC CORNER PRES. FUND (215)	0.00	0	190,000	0	0	190,000	0	0	190,000	115,000	75,000	65.22%	0.00	0.00	190,000	0
DOAKS FERRY ROAD/HWY 22 & 51 (216)	0.15	31,158	158,842	200,000	0	390,000	0	0	390,000	390,000	0	0.00%	0.15	0.00	390,000	0
OTIA III BRIDGE REPLACEMENT FUND (217)	0.00	0	0	0	0	0	0	0	0	0	0	#DIV/0!	0.00	0.00	0	0
DOG CONTROL FUND (220)	1.50	140,116	40,884	0	0	181,000	0	0	181,000	198,500	-17,500	-8.82%	1.40	0.10	181,000	0
MARINE PATROL FUND (225)	0.05	54,433	25,567	0	0	80,000	0	0	80,000	79,000	1,000	1.27%	0.05	0.00	80,000	0
LAW LIBRARY (230)	0.00	0	60,000	0	0	60,000	0	0	60,000	60,000	0	0.00%	0.00	0.00	60,000	0
HEALTH SERVICES FUND (232)																
HEALTH SERVICES ADMINISTRATION	6.00	643,501	156,958	0	0	800,459	0	0	800,459	733,924	66,535	9.07%	6.00	0.00	825,000	-24,541
FAMILY & COMMUNITY OUTREACH	18.00	1,379,361	305,180	0	0	1,684,541	0	0	1,684,541	1,629,076	55,465	3.40%	19.00	-1.00	1,660,000	24,541
TOTALS	24.00	2,022,862	462,138	0	0	2,485,000	0	0	2,485,000	2,363,000	122,000	5.16%	25.00	-1.00	2,485,000	0

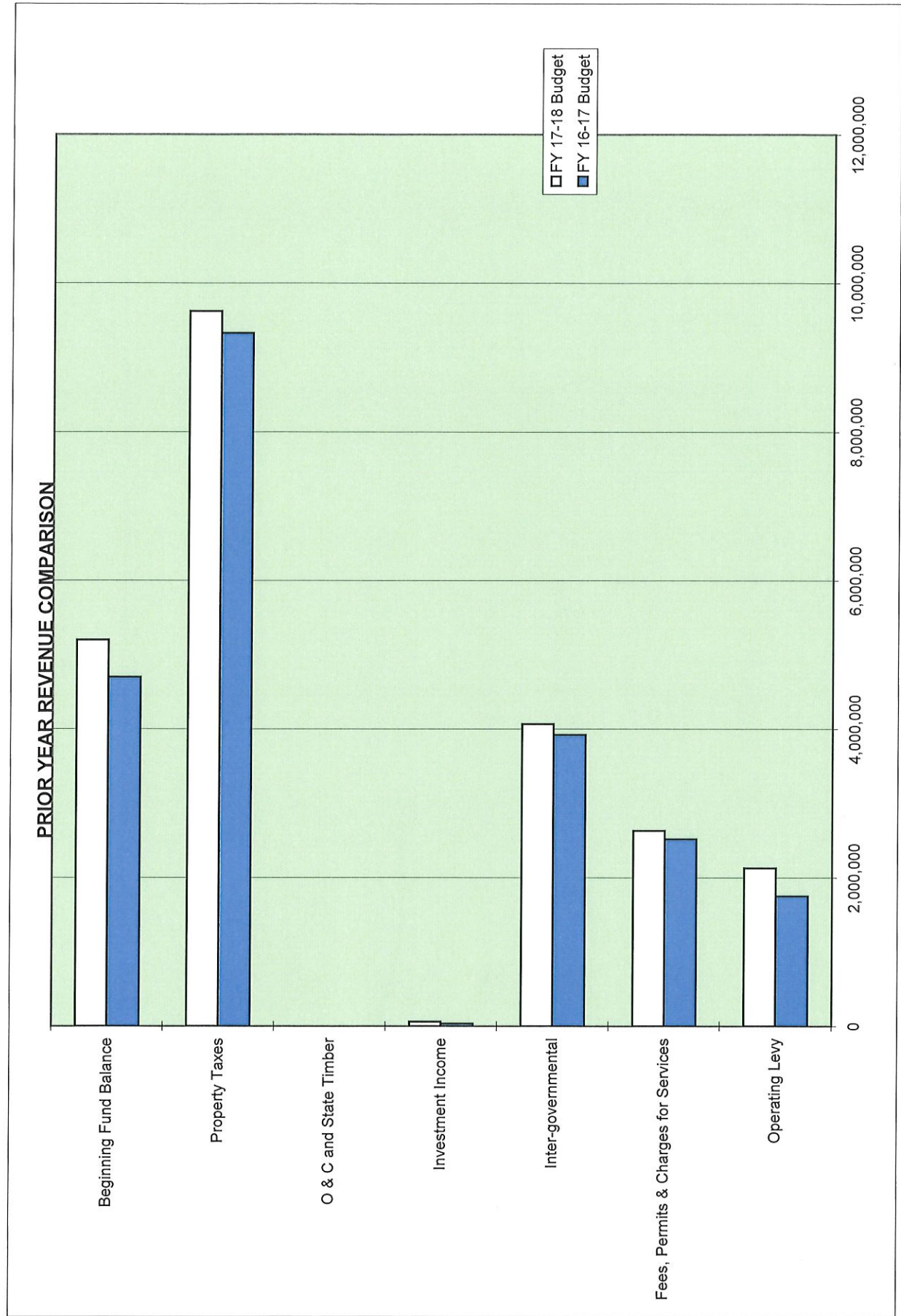
DEPARTMENT	MATERIALS				FY 2017-18 TOTAL BUDGET	FY 2016-17 TOTAL BUDGET	NET CHANGE	PERCENT CHANGE	FY 16-17 FTE	NET CHANGE	FY 2017-18 REVENUES	NET COST OF PROGRAM
	PERSONAL SERVICES	AND SERVICES	CAPITAL OUTLAY	OTHER								
<b>PUBLIC HEALTH FUND (235)</b>												
FAMILY PLANNING	2.00	169,650	118,685	0	0	288,335	16,274	5.98%	2.01	-0.01	271,000	17,335
GENERAL HEALTH	12.10	1,171,227	572,023	0	0	1,743,250	225,671	14.87%	10.30	1.80	1,809,500	-66,250
WIC	2.85	208,801	95,114	0	0	303,915	1,855	0.61%	3.04	-0.19	255,000	48,915
<b>TOTALS</b>	16.95	1,549,678	785,822	0	0	2,335,500	243,800	11.66%	15.35	1.60	2,335,500	0
<b>BEHAVIORAL HEALTH FUND (240)</b>												
BEHAVIORAL HEALTH SUPPORT SERVICES	26.40	1,804,461	356,910	0	3,860,587	6,021,958	106,608	1.80%	26.40	0.00	7,695,000	-1,673,042
ADDICTION PROGRAMS	8.45	809,774	303,448	0	0	1,113,222	64,845	6.19%	8.75	-0.30	1,090,000	23,222
OUTPATIENT MENTAL HEALTH SERVICES	57.50	5,276,154	4,685,460	20,000	0	9,981,614	358,927	3.73%	59.05	-1.55	8,600,000	1,381,614
DEVELOPMENTAL DISABILITY	18.00	1,597,452	330,754	0	0	1,928,206	129,620	7.21%	18.00	0.00	1,710,000	218,206
SUB-GRANT PROGRAMS	0.00	0	340,000	0	0	340,000	40,000	13.33%	0.00	0.00	290,000	50,000
<b>TOTALS</b>	110.35	9,487,841	6,016,572	20,000	3,860,587	19,385,000	700,000	3.75%	112.20	-1.85	19,385,000	0
<b>JUVENILE DEPT. FUND (245)</b>												
JUVENILE PROBATIONS	5.95	649,625	147,880	0	0	797,505	24,606	3.18%	5.95	0.00	753,000	44,505
JUVENILE SANCTIONS	0.00	0	361,961	0	0	361,961	-18,140	-4.77%	0.00	0.00	402,500	-40,539
COMMUNITY SERVICE - JUVENILE	0.00	35,443	10,591	0	0	46,034	34	0.07%	0.00	0.00	50,000	-3,966
<b>TOTALS</b>	5.95	685,068	520,432	0	0	1,205,500	6,500	0.54%	5.95	0.00	1,205,500	0
<b>FAIR FUND (260)</b>												
YEAR ROUND OPERATIONS	3.00	215,710	138,622	0	0	354,332	26,555	8.10%	3.00	0.00	360,500	-6,168
ANNUAL COUNTY FAIR	1.00	84,420	107,248	0	0	191,668	11,445	6.35%	0.75	0.25	185,500	6,168
<b>TOTALS</b>	4.00	300,130	245,870	0	0	546,000	38,000	7.48%	3.75	0.25	546,000	0
<b>VETERANS SERVICES FUND (254)</b>												
COUNTY SCHOOL FUND (270)	2.00	146,723	28,277	0	0	175,000	94,000	116.05%	0.88	1.12	175,000	0
ECONOMIC DEVELOPMENT FUND (280)	0.00	0	150,000	0	0	150,000	125,000	500.00%	0.00	0.00	150,000	0
HOUSEHOLD HAZARDOUS WASTE FUND (300)	0.10	20,383	579,617	700,000	0	1,300,000	12,500	0.97%	0.10	0.00	1,300,000	0
BUILDING IMPROVEMENT FUND (310)	0.20	28,442	141,558	0	0	170,000	8,000	4.94%	0.20	0.00	170,000	0
DEBT SERVICE FUND (410)	0.00	0	300,000	550,000	0	850,000	50,000	6.25%	0.00	0.00	850,000	0
<b>TOTALS</b>	0.00	0	1,275,064	0	0	1,275,064	-1,564,186	-55.09%	0.00	0.00	1,275,064	0
<b>MANAGEMENT SERVICES FUND (610)</b>												
GENERAL SERVICES												
BOARD OF COMMISSIONERS	3.00	332,542	12,250	0	0	344,792	21,415	6.62%	3.00	0.00	0	344,792
CENTRAL SERVICES	1.80	195,326	287,600	20,000	0	502,926	22,727	4.73%	1.80	0.00	357,500	145,426
ACADEMY-BUILDING MAINTENANCE	4.35	324,905	111,500	0	0	436,405	1,266	0.29%	4.55	-0.20	1,125,000	-688,595
COURTHOUSE-BUILDING MAINTENANCE	6.70	512,658	196,700	0	0	709,358	147,849	26.33%	4.75	1.95	725,000	-15,642
NEW JAIL-BUILDING MAINTENANCE	1.45	127,767	187,350	0	0	315,117	4,895	1.58%	1.70	-0.25	315,000	317
INFORMATION SERVICES	6.28	709,802	419,700	0	0	1,129,502	200,006	21.52%	5.15	1.13	1,025,000	104,502
COMPUTER MAPPING (GIS)	1.50	179,156	82,400	0	0	261,556	22,187	9.27%	1.50	0.00	230,000	31,556
FINANCE	4.25	514,700	101,150	0	0	615,850	39,485	6.85%	4.25	0.00	0	615,850
PERSONNEL	2.00	299,193	30,250	0	0	329,443	30,676	10.27%	2.00	0.00	2,500	326,943
COUNTY COUNSEL	0.85	140,419	9,600	0	0	150,019	13,428	9.83%	0.85	0.00	12,000	138,019
TRANSFERS	0.00	0	0	0	850,000	850,000	50,000	6.25%	0.00	0.00	2,200,000	-1,350,000
EQUIPMENT REPLACEMENT RESERVE	0.00	0	0	0	0	0	103,701	42.65%	0.00	0.00	0	346,832
<b>TOTALS</b>	32.18	3,336,468	1,438,700	366,832	850,000	5,992,000	657,635	12.33%	29.55	2.63	5,992,000	0
<b>INSURANCE FUND (620)</b>												
EQUIPMENT REPLACEMENT RESERVE	0.35	66,978	796,000	0	187,022	1,050,000	90,000	9.38%	0.35	0.00	1,050,000	0
<b>TOTALS</b>	0.35	66,978	796,000	0	187,022	1,050,000	90,000	9.38%	0.35	0.00	1,050,000	0
<b>GRAND TOTAL ALL FUNDS</b>	345.98	33,623,211	22,354,037	2,291,832	10,941,534	69,210,614	2,930,549	4.42%	338.73	7.25	69,210,614	0

2017-2018  
GENERAL FUND  
REVENUE DISTRIBUTION

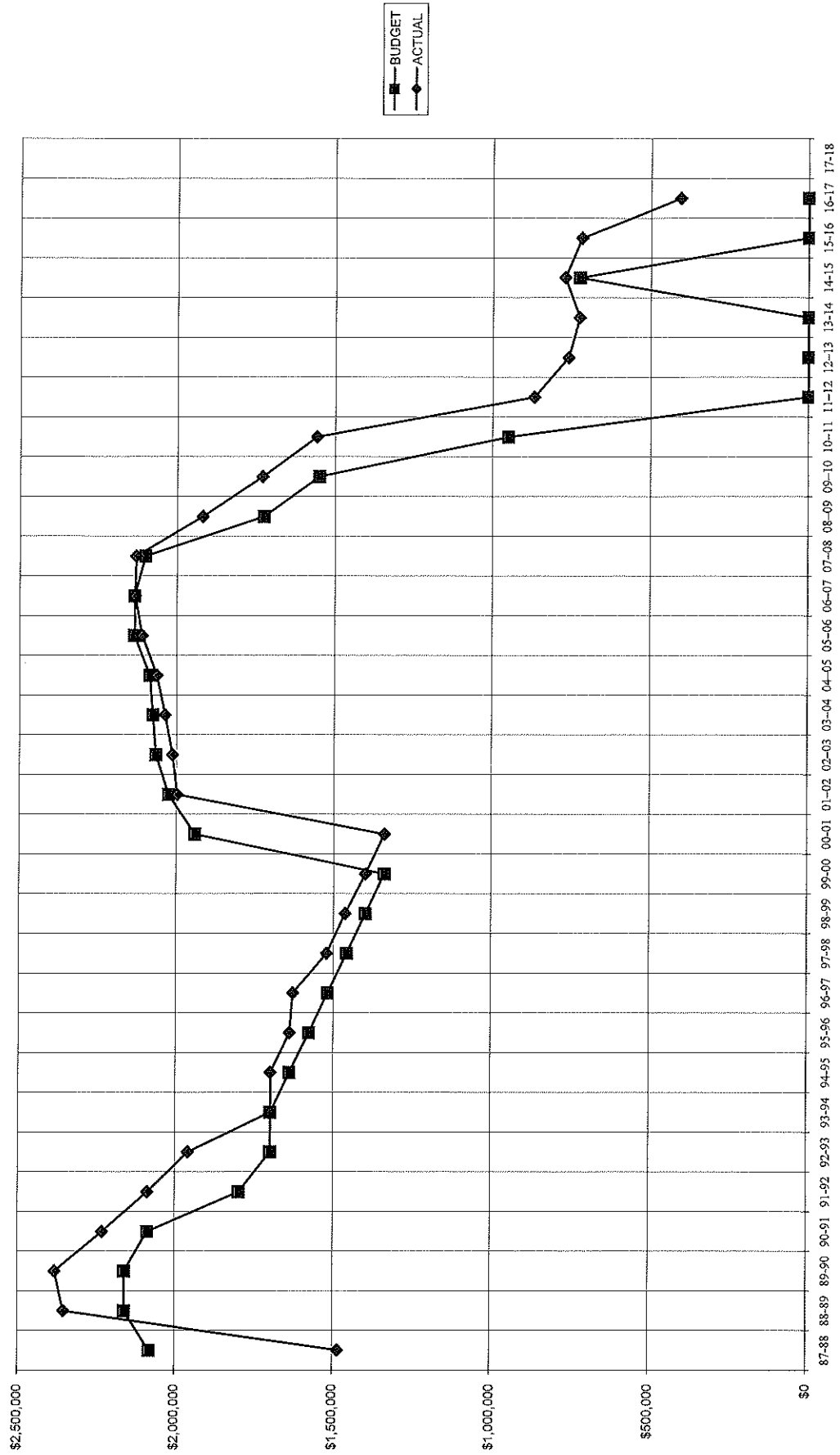
**REVENUE**



# FY 2017-2018 General Fund Budget

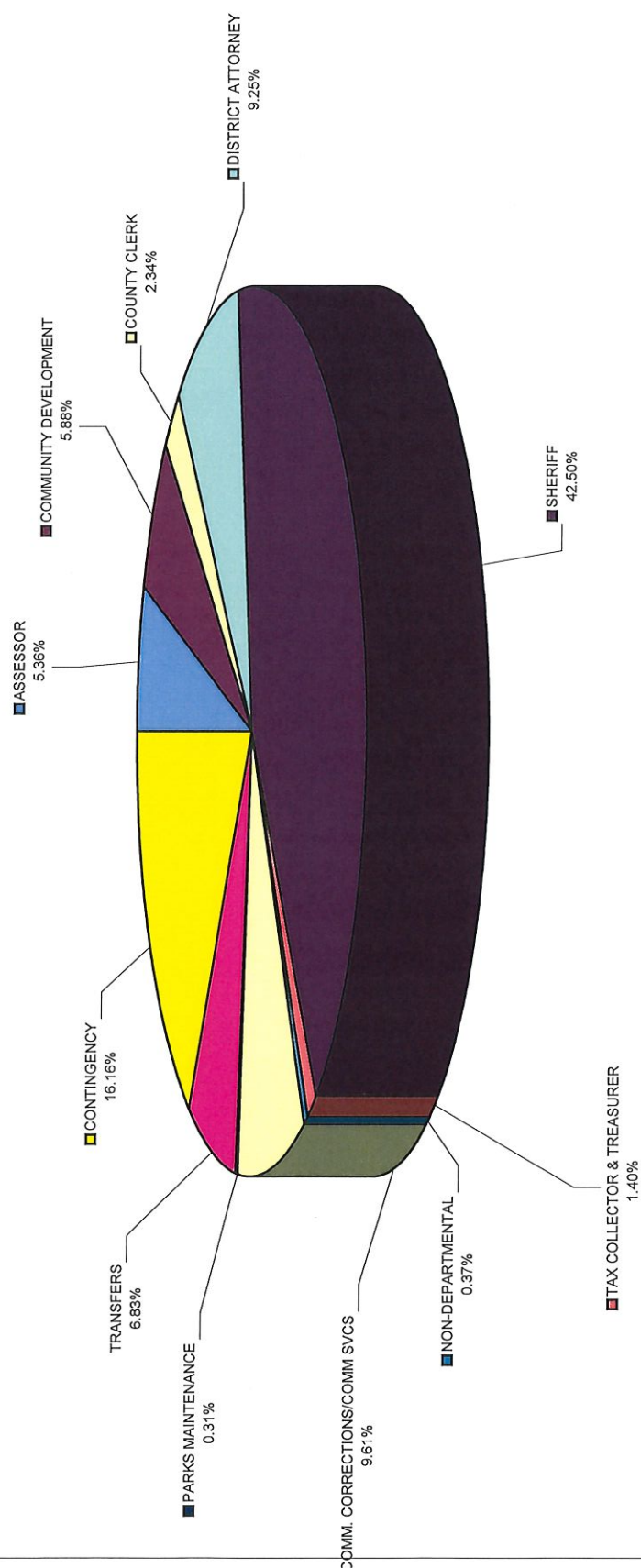


# O&C TIMBER REVENUE

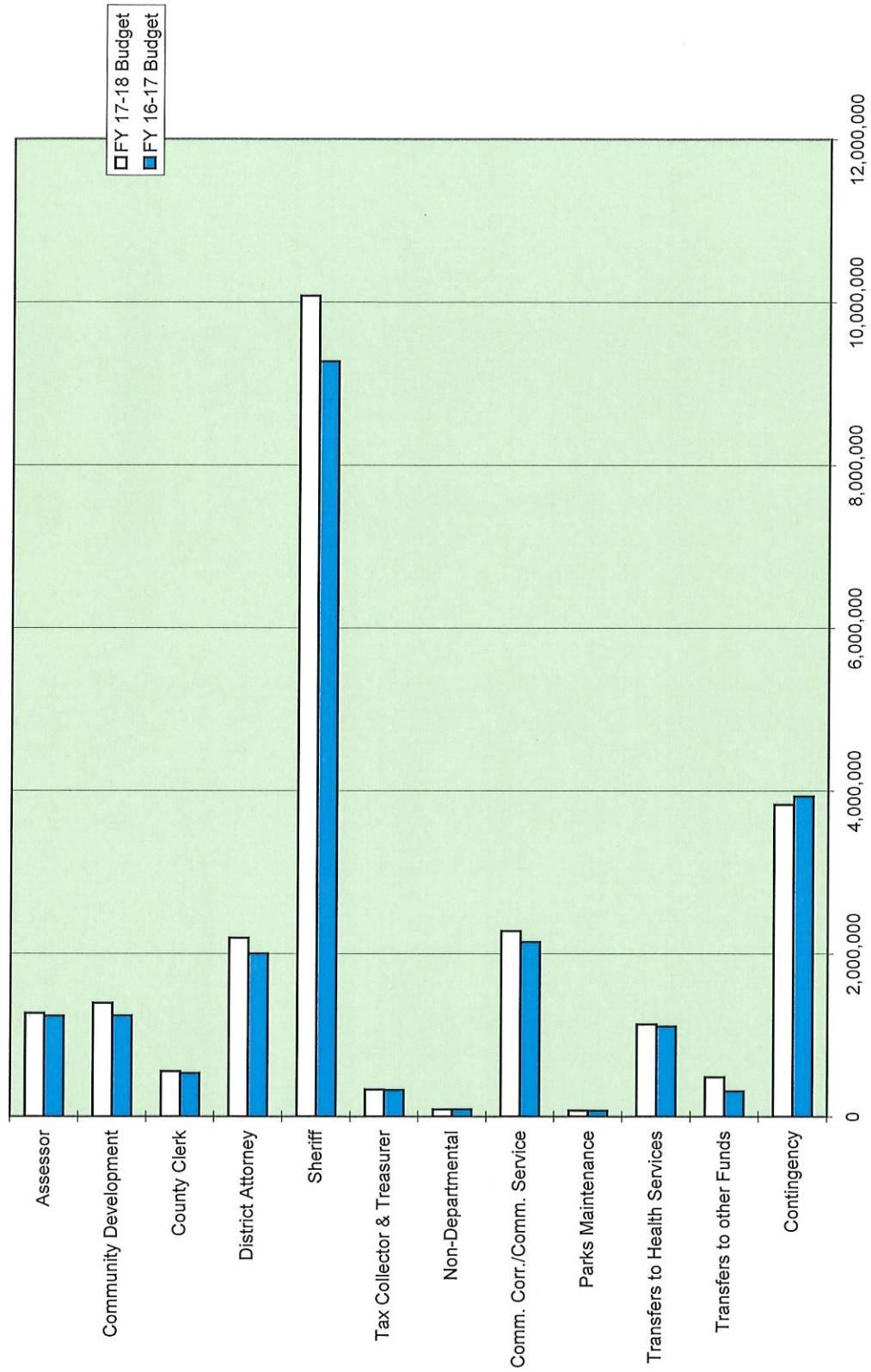


2017-2018 GENERAL FUND  
EXPENDITURE DISTRIBUTION

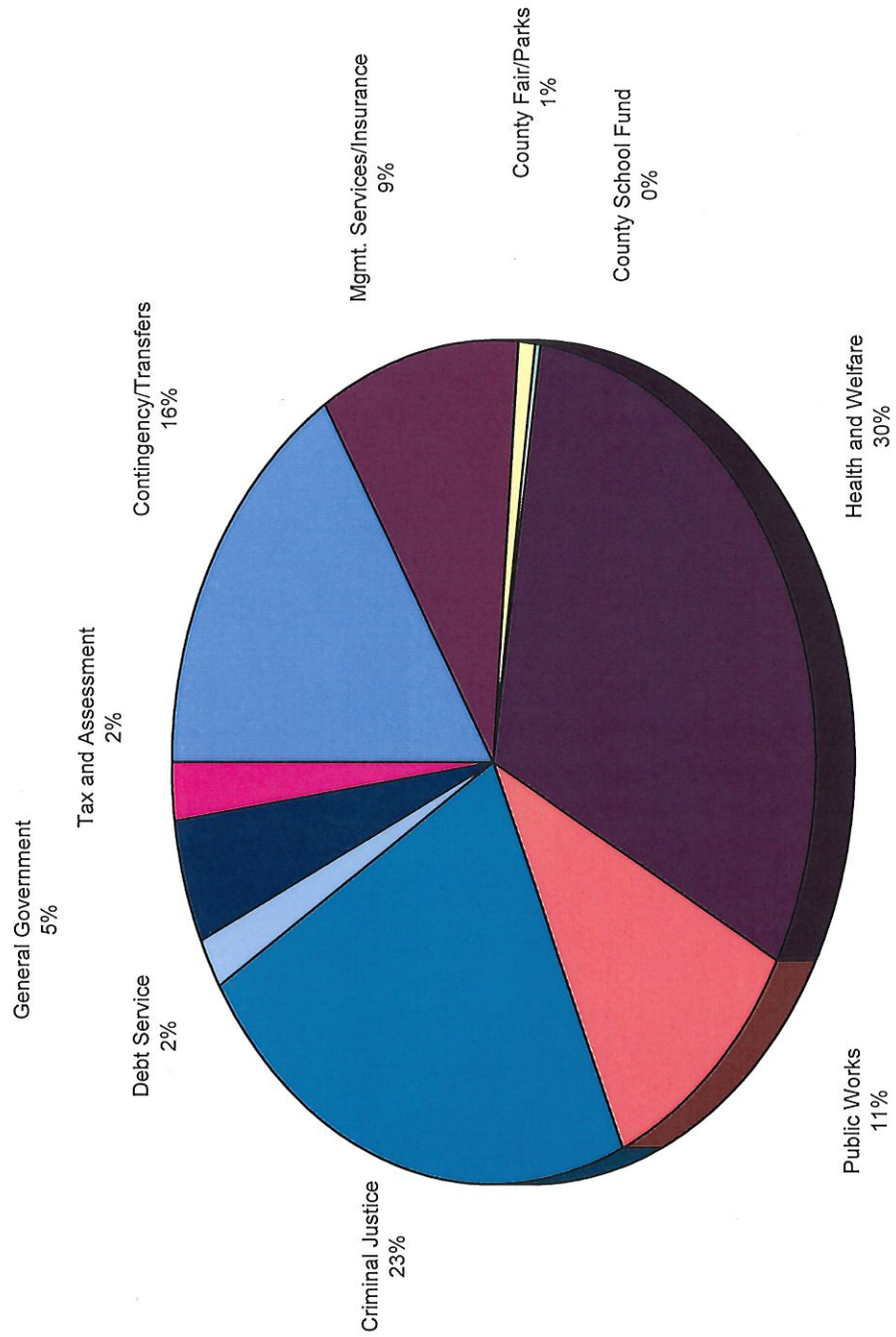
**Expenditures & Transfers**



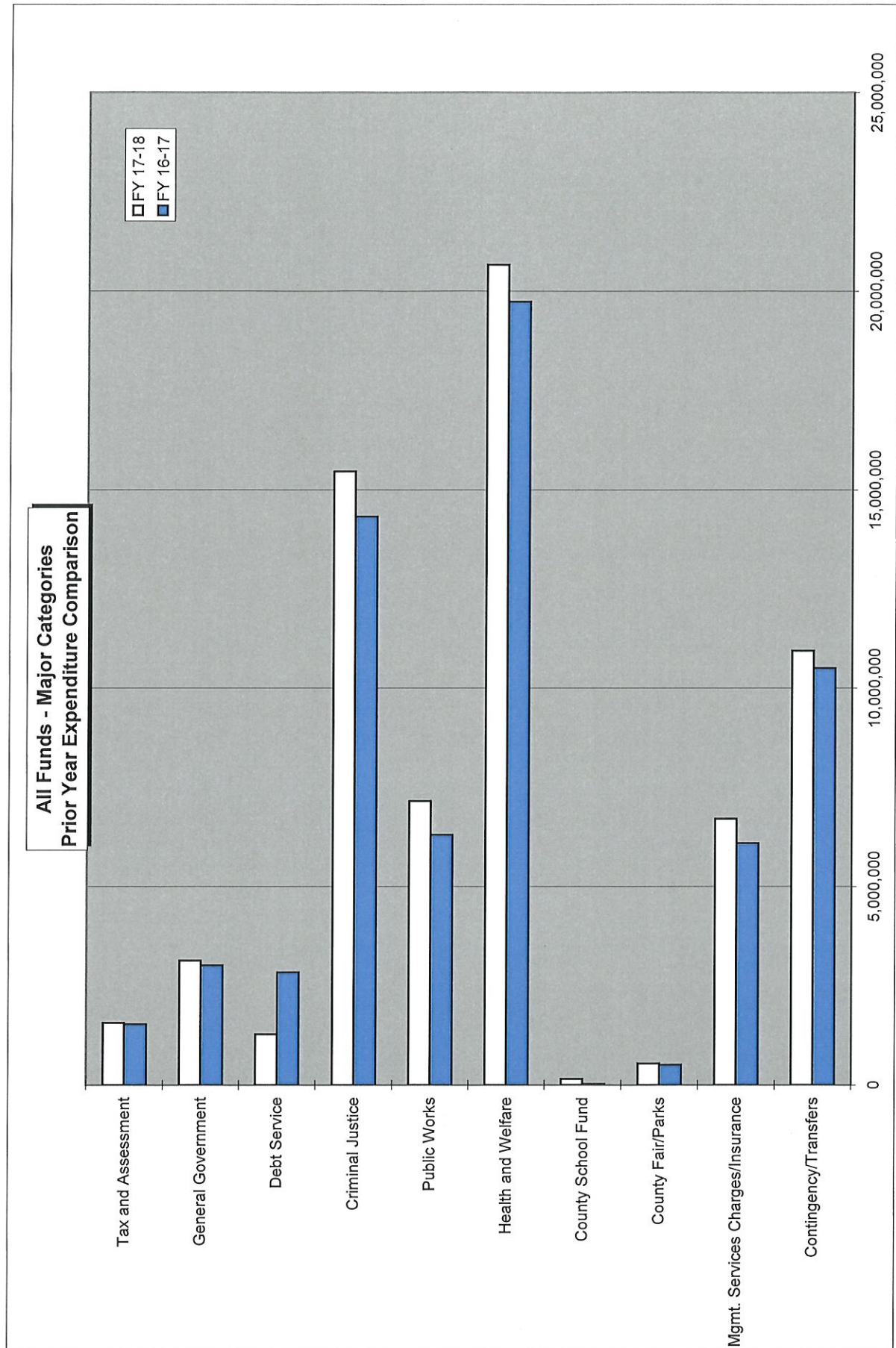
PRIOR YEAR EXPENDITURE COMPARISON



**FY2017-2018  
ALL EXPENDITURES BY CATEGORY**

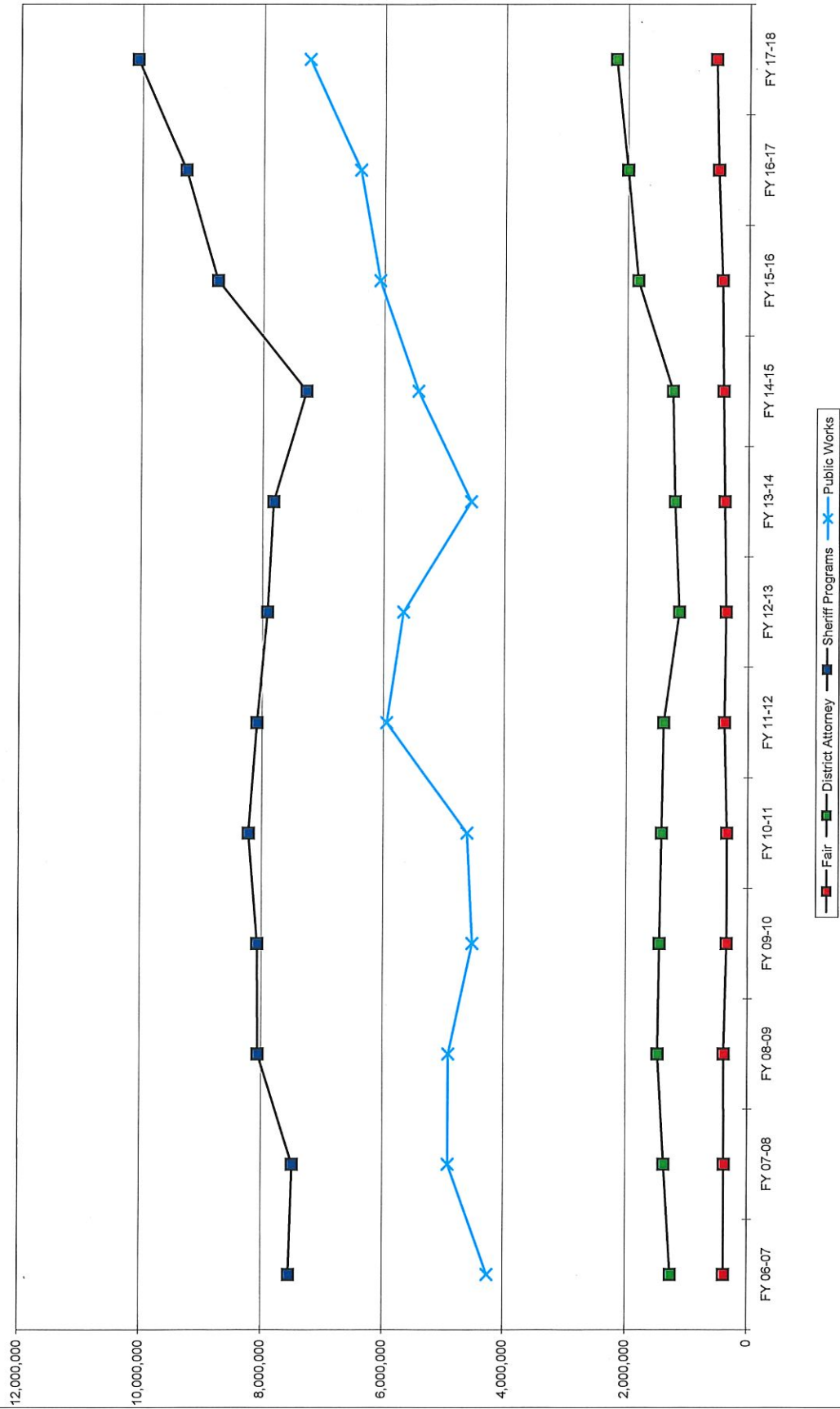


# FY 2017-2018 Budget All Funds



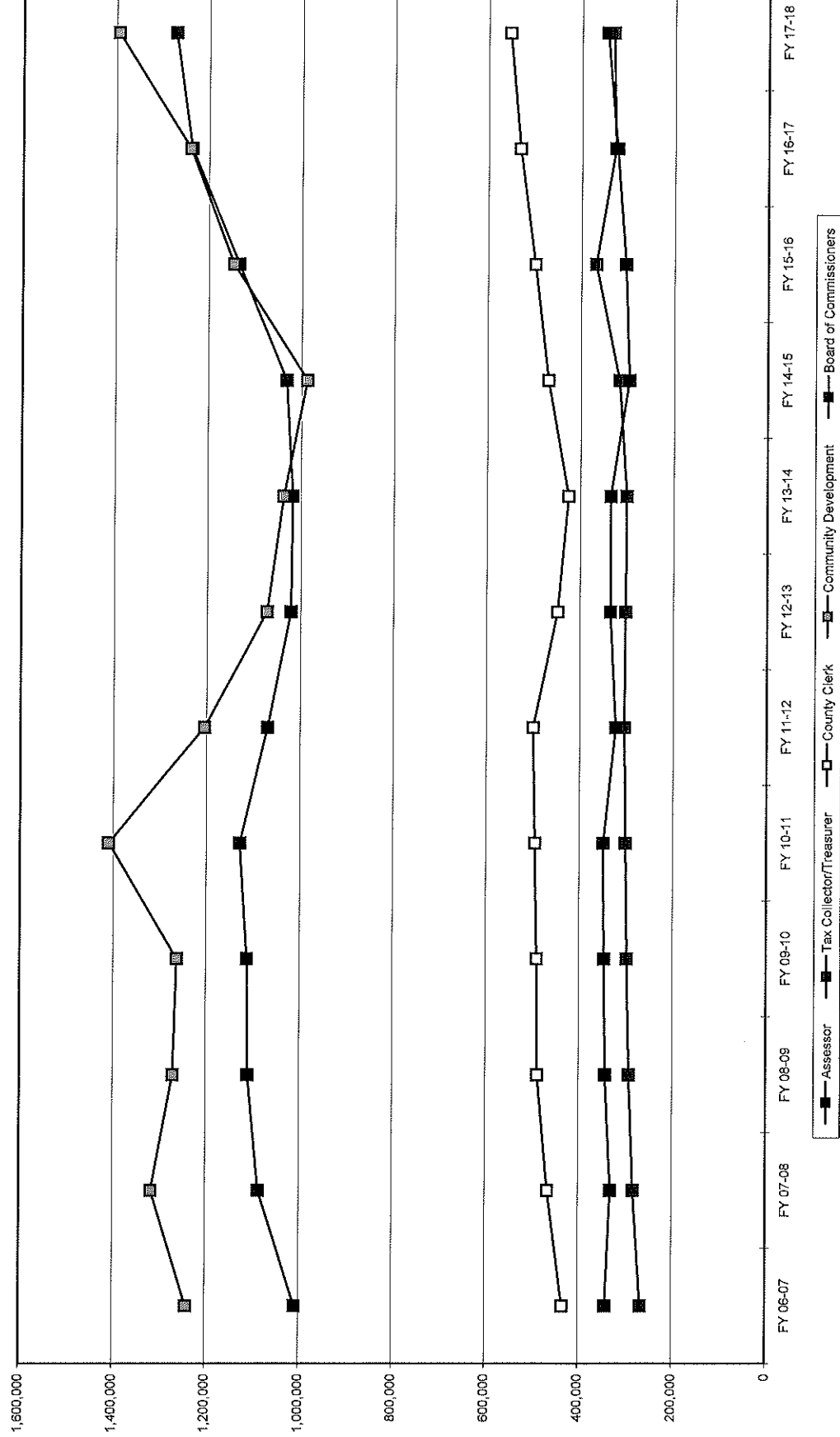
# Expenditure History Assorted Departments/Funds

Expenditure History

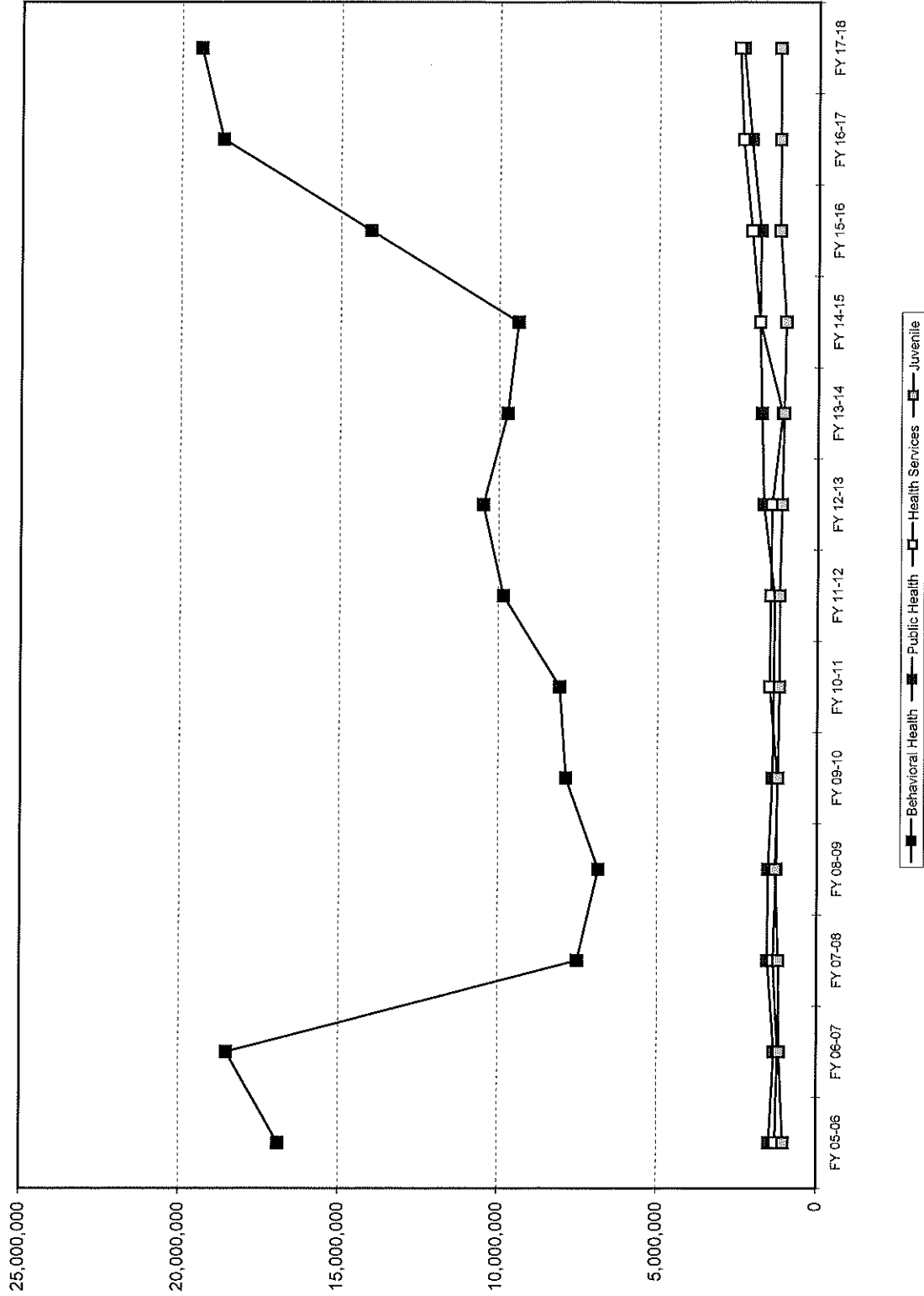


# Expenditure History General Fund Departments

## Expenditure History



# Expenditure History - Health Services & Youth





# POLK COUNTY

## BOARD OF COMMISSIONERS

POLK COUNTY COURTHOUSE ★ DALLAS, OREGON 97338-3174  
503-623-8173 ★ FAX 503-623-0896

Commissioners

**CRAIG A. POPE**

**MIKE AINSWORTH**

**JENNIFER L. WHEELER**

**GREGORY P. HANSEN**

Administrative Officer

**TO: BUDGET COMMITTEE**

**FROM: GREG HANSEN, BUDGET OFFICER**

**DATE: MARCH 22, 2017**

**SUBJECT: GENERAL FUND REVENUES 2017-18 BUDGET**

The proposed revenues for the General Fund are estimated at \$23,709,350, a 6.54% increase from last year's adopted budget. The primary increase in revenue is the proposed growth in the General Fund Beginning Fund Balance (an increase of \$500,000). In addition to the increase in beginning fund balance, the County had a net increase in revenues in the amount of \$955,850. The major increases occurred in property taxes (\$295,000) and the public safety operating levy (\$375,000).

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 \$406,132, which is the amount I am proposing that we reduce the Public Safety Operating Levy by for the upcoming fiscal year.

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

\* SRS and cut monies used as an offset

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
GENERAL FUND	County Clerk	Recording		
Program Description:				
Collect fees and license monies for recording, copies, certifications, marriage licenses, domestic partnerships and wedding ceremonies.				
Program Goals or Objectives:				
To provide prompt and courteous service to all customers and perform office functions accurately and efficiently.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Documents Recorded	12,198	14,553	15,000	15,500
Marriage Licenses	385	372	365	365
Domestic Partnerships	0	0	0	0
Board of Property Tax Appeals	25	13	8	10

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
46,214	48,631	50,450	1.00	8010	Clerical/Admin. Specialist	45,100	1.00	45,100	1.00		
20,822	22,072	23,500	0.30	8060	Elected Official	24,182	0.30	24,182	0.30		
0	0	0		8080	Temporary/Part-Time	0		0			
0	0	0		8090	Overtime	0		0			
<b>67,036</b>	<b>70,703</b>	<b>73,950</b>	<b>1.30</b>		<b>Total Salaries</b>	<b>69,282</b>	<b>1.30</b>	<b>69,282</b>	<b>1.30</b>	<b>0</b>	<b>0.00</b>
11,114	13,153	15,530		8110	PERS-Retirement	16,628		16,628		0	
5,007	5,184	5,657		8120	Social Security/Medicare	5,300		5,300		0	
15,790	18,640	24,440		8140	Insurance	25,740		25,740		0	
235	243	370		8150	Unemployment	346		346		0	
172	186	222		8160	Workers Comp. Insurance	208		208		0	
<b>99,354</b>	<b>108,109</b>	<b>120,168</b>	<b>1.30</b>		<b>Total Personal Services</b>	<b>117,504</b>	<b>1.30</b>	<b>117,504</b>	<b>1.30</b>	<b>0</b>	<b>0.00</b>
193	462	300		8210	Office Supplies	300		300			
0	0	0		8220	Operating Supplies	0		0			
0	430	1,000		8250	Small Tools & Minor Equipment	1,000		1,000			
261	130	0		8310	Advertising and Printing	100		100			
1,006	915	1,000		8320	Photocopying	1,000		1,000			
189	223	200		8330	Postage	200		200			
833	822	850		8340	Telephone	850		850			
0	115	0		8410	Dues, Memberships & Publications	0		0			
0	70	200		8420	Workshops and Conferences	200		200			
0	80	100		8430	Transportation	100		100			
0	0	0		8580	Special Projects	0		0			
72	28	100		8590	Boards and Commissions Expense	100		100			
1,050	1,050	1,000		8610	Repairs and Maintenance	1,000		1,000			
0	1,373	1,500		8730	Misc. Fees	1,500		1,500			
30,198	30,718	31,885		8810	Rent Interdepartmental	33,841		33,841			
775	800	825		8820	Insurance Interdepartmental	850		850			
6,259	6,619	6,256		8830	Management Services Interdept.	5,987		5,987			
17,090	17,837	17,547		8840	Information Services Interdept	18,692		18,692			
<b>57,926</b>	<b>61,672</b>	<b>62,763</b>			<b>Total Materials and Services</b>	<b>65,720</b>		<b>65,720</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>157,280</b>	<b>169,781</b>	<b>182,931</b>	<b>1.30</b>		<b>Total Department Expenses</b>	<b>183,224</b>	<b>1.30</b>	<b>183,224</b>	<b>1.30</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
9,625	9,300	10,000		6200	Permits & Licenses	10,000		10,000			
343,724	432,804	385,000		6300	Charges for Services	450,000		450,000			
0	0	0		6300	Charges for Services - Clerk's Trust	0		0			
0	0	0		6990	Miscellaneous	0		0			
0	0	0		7100	Proceeds from Sale of Assets	0		0			
<b>353,349</b>	<b>442,104</b>	<b>395,000</b>			<b>Total Revenues</b>	<b>460,000</b>		<b>460,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(196,069)	(272,323)	(212,069)			Expenditures less Revenue	(276,776)		(276,776)		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
GENERAL FUND	County Clerk	Elections		
Program Description:				
Maintain the voter registration file and conduct all elections held in Polk County in the manner prescribed under Oregon and Federal law.				
Program Goals or Objectives:				
To conduct error free elections.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Total Ballots Issued	88,033	62,358	102,000	75000
Ballots Processed	47,743	30,511	62,000	30,000
Special Elections	1	1	1	1
Primary/General Elections	1	1	1	1
Registered Voters	43,359	48,787	52,000	53,000

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
42,000	45,732	49,332	1.00	8010	Clerical/Admin. Specialist	51,100	1.00	51,100	1.00		
48,586	51,500	55,000	0.70	8060	Elected Official	56,425	0.70	56,425	0.70		
0	0	0		8080	Temporary/Part-Time	0		0			
0	0	250		8090	Overtime	250		250			
<b>90,586</b>	<b>97,232</b>	<b>104,582</b>	<b>1.70</b>		<b>Total Salaries</b>	<b>107,775</b>	<b>1.70</b>	<b>107,775</b>	<b>1.70</b>	<b>0</b>	<b>0.00</b>
18,287	22,976	21,962		8110	PERS-Retirement	25,866		25,866		0	
6,821	7,318	8,001		8120	Social Security/Medicare	8,245		8,245		0	
19,028	19,894	31,960		8140	Insurance	33,660		33,660		0	
210	229	523		8150	Unemployment	539		539		0	
233	258	314		8160	Workers Comp. Insurance	323		323		0	
<b>135,165</b>	<b>147,907</b>	<b>167,341</b>	<b>1.70</b>		<b>Total Personal Services</b>	<b>176,408</b>	<b>1.70</b>	<b>176,408</b>	<b>1.70</b>	<b>0</b>	<b>0.00</b>
480	378	500		8210	Office Supplies	500		500			
54,248	34,463	60,000		8220	Operating Supplies	60,000		60,000			
0	2,539	250		8250	Small Tools & Minor Equipment	250		250			
1,272	2,687	1,500		8310	Advertising and Printing	2,000		2,000			
1,006	929	1,000		8320	Photocopying	1,000		1,000			
19,520	20,116	24,000		8330	Postage	24,000		24,000			
928	984	1,000		8340	Telephone	1,000		1,000			
250	365	250		8410	Dues, Memberships & Publications	250		250			
641	880	800		8420	Workshops and Conferences	800		800			
634	632	600		8430	Transportation	600		600			
10,362	7,438	10,000		8510	Professional Services	10,000		10,000			
7,335	3,948	6,000		8540	Contract Services	6,000		6,000			
0	0	0		8580	Special Projects	0		0			
19,713	18,245	10,000		8610	Repairs and Maintenance	20,000		20,000			
30,198	30,718	31,855		8810	Rent Interdepartmental	33,841		33,841			
775	800	825		8820	Insurance Interdepartmental	850		850			
10,385	10,802	10,582		8830	Management Services Interdept.	9,827		9,827			
19,817	21,756	21,902		8840	Information Services Interdept	23,432		23,432			
<b>177,564</b>	<b>157,680</b>	<b>181,064</b>			<b>Total Materials and Services</b>	<b>194,350</b>		<b>194,350</b>		<b>-</b>	
0	99,613	0		8948	Computers and Attachments						
<b>0</b>	<b>99,613</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>312,729</b>	<b>405,200</b>	<b>348,405</b>	<b>1.70</b>		<b>Total Department Expenses</b>	<b>370,758</b>	<b>1.70</b>	<b>370,758</b>	<b>1.70</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
0	0	0		6110	Federal Awards	0		0			
0	6,574	0		6130	State Operating Grants	0		0			
38,845	17,027	25,000		6300	Charges for Services	25,000		25,000			
0	0	0		7100	Proceeds from Sale of Assets	0		0			
<b>38,845</b>	<b>23,601</b>	<b>25,000</b>			<b>Total Revenues</b>	<b>25,000</b>		<b>25,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
273,884	381,599	323,405			Expenditures less Revenue	345,758		345,758		0	

**POLK COUNTY  
2016-2017 PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
General Fund	Assessor		210	
Program Description:				
The Assessor's Office is responsible for producing the annual Assessment Roll. The Assessment Roll is used to administer and distribute locally budgeted property taxes for the taxing districts. This has become more complex since the passage of Measure 5 and 50, which now extends, imposes and sets a tax base on each property. For 2016, the Assessment Roll has 37,321 taxable and not taxable accounts with a total taxable Assessed Value of 5.62 billion dollars. The total of taxes, fees and charges to be distributed equal 87.56 million dollars.				
Program Goals or Objectives:				
The Assessor's Office is divided into three main support groups: records, valuation and cartography.				
The goal of the Assessor's Office is to:				
Insure fairness and equity of property assessments, and to explore Alternative Appraisal Methods that seek to maximize available resources.				
Insure equitable interpretation of and compliance with statutory laws regarding property assessment.				
Insure that all recorded legal documents are processed in a timely manner and reflect accurate records of ownership.				
Continual development of computer applications in clerical, appraisal and mapping process to maximize efficient user of staff.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Alternative/Physical Appraisals	2,439	7,830	5,000	6,000
New Construction Appraisals	1,223	1,497	1,200	1,300
Added Revenue to County from New Growth	323,338	424,113	440,000	450,000
Appeals of Value	26	13	8	15
Applications/Returns	2,029	1,803	1,800	1,550
Deed Documents Processed	3,608	4,141	4,200	4,200
Counter/Phone Assistance	9,902	10,319	10,000	10,000

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**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15	FY 15-16	FY 16-17	Acct.			FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
<b>Expenditures</b>										
76,350	68,624	70,177	2.00	8010	Clerical/Admin. Specialist	75,407	2.00			
247,997	263,529	335,048	6.00	8030	Professional/Technical	322,000	6.00			
68,934	71,604	72,684	1.00	8040	Management/Supervisory	73,776	1.00			
72,660	74,472	77,456	1.00	8060	Elected Official	79,776	1.00			
18,273	24,123	10,000		8080	Temporary/Part-Time	5,000				
0	646	0		8090	Overtime	0				
<b>484,214</b>	<b>502,998</b>	<b>565,365</b>	10.00		<b>Total Salaries</b>	<b>555,959</b>	10.00	<b>0</b>	0.00	<b>0</b>
78,496	89,855	116,627		8110	PERS-Retirement	132,230		(2,400)		(2,400)
35,287	36,598	43,250		8120	Social Security/Medicare	42,531		0		0
134,019	140,488	188,000		8140	Insurance	198,000		0		0
2,065	2,157	2,827		8150	Unemployment	2,780		0		0
3,932	4,194	4,523		8160	Workers Comp. Insurance	4,448		0		0
<b>738,013</b>	<b>776,290</b>	<b>920,592</b>	10.00		<b>Total Personal Services</b>	<b>935,947</b>	10.00	<b>(2,400)</b>	0.00	<b>(2,400)</b>
875	1,665	2,000		8210	Office Supplies	2,000				
0	0	0		8220	Operating Supplies	0				
1,058	856	500		8250	Small Tools & Minor Equip.	1,000				
965	762	1,200		8310	Advertising and Printing	1,500				
2,095	2,153	2,000		8320	Photocopying	3,000				
2,678	3,393	2,600		8330	Postage	2,600				
2,869	2,606	2,600		8340	Telephone	2,600				
1,597	1,987	2,000		8410	Dues, Memberships & Publications	2,400				
3,550	4,779	4,200		8420	Workshops and Conferences	5,000				
5,795	8,469	7,000		8430	Transportation	7,000				
0	0	0		8610	Repairs & Maintenance					
131,307	133,569	138,514		8810	Rent Interdepartmental	147,147				
3,500	3,600	3,650		8820	Insurance Interdepartmental	3,800				
39,792	40,646	38,759		8830	Management Services Interdept.	38,737				
97,777	110,228	110,259		8840	Information Services Interdept.	116,644				
<b>293,858</b>	<b>314,713</b>	<b>315,282</b>			<b>Total Materials and Services</b>	<b>333,428</b>		<b>0</b>		<b>0</b>
0	0	0		8948	Computers and Attachments	0		0		0
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>
<b>1,031,871</b>	<b>1,091,003</b>	<b>1,235,874</b>	####		<b>Total Department Expenses</b>	<b>1,269,375</b>	10.00	<b>(2,400)</b>	0.00	<b>(2,400)</b>
<b>Revenues</b>										
298,402	305,872	300,000		6130	State Operating Grants - CAFA	300,000				
0	0	20,000		6130	State Operating Grants - ORMAP					
0	0	0		6300	Charges for Services					
4,035	4,520	5,000		6305	MS Fees	0				
6,143	10,039	1,000		6990	Miscellaneous	1,000				
0	0	0		7100	Proceeds from Sale of Assets	0				
<b>308,580</b>	<b>320,431</b>	<b>326,000</b>			<b>Total Revenues</b>	<b>301,000</b>		<b>0</b>		<b>0</b>
<b>Net Cost of Program</b>										
723,291	770,572	909,874			Expenditures less Revenue	968,375		(2,400)		(2,400)

## ASSESSORS 2017-2018 BUDGET HIGHLIGHTS

### **Personal Services**

The budget I have submitted is a slight change from last year's budget. This budget includes the proposed second Cartographer position from last year which was not filled. After further discussions between myself and the current Cartographer, the decision was made to not go forward with hiring a second Cartographer during this last fiscal year. However, I am projecting the hiring of a second Cartographer in early 2018.

I still believe there is a strong need for a second Cartographer in my office. The Cartography Section still must finish placing the Monmouth/Independence Map Project into the Assessors Base Map. In addition, Polk County is using ORMAP funds to have the City of Salem Surveyor find Control Points along the Doaks Ferry corridor and west into the Urban Growth Boundary.

Once the Control Points are identified, it will be a 3 to 5 year mapping project to remap the area between the City Limits of Salem and the westerly edge of the Salem Urban Growth Boundary. Besides the identified projects, we have areas of the county, such as the Grand Ronde area and the Falls City area, that need significant work to bring them into compliance with current mapping standards.

In addition, in the next couple of years, the Cartography section will be converting completely to the ArcMap mapping program. This will require staff to learn some new tools and changes in how this program works, which could slow the completion of some of their work.

I have left in this budget a small amount for Temporary Staff, but that would primarily be used for any specific scanning projects needed throughout the year and possible Control Mapping project help.

The proposed Personal Services charges represent a \$15,355 **increase** from last year's Personal Services budget even though this year I only budgeted for a half year cartographer. The increase is due primarily to promotions, cost of living, PERS and Insurance increases..

### **Materials and Services**

This portion of the budget represents a \$17,646 **increase** from last year mainly due to a \$8,633 increase in Rent and an increase in Management Services of \$6,385 from last year. I am proposing to increase the combined Dues, Memberships and Workshops, Conferences budgets by \$1,200. This is primarily due to 2 changes in the last couple of years. First, all of my appraisal staff are members of the International Association of Assessing Officers (IAAO). Second, the Assessors Association decided to increase the instruction and class requirements for county appraisal staffs, creating a need to send appraisers to classes sponsored by the IAAO and the Appraisal Institute.

### **Revenues**

Revenues are projected to **decrease** by approximately \$5,000 for 2017-18. This is due to the Assessor's Office not processing Manufactured Structure Ownership documents. In addition to the CAFFA funding grant, we will also be requesting grant money from ORMAP to help cover some of our Cartographer costs for our Control mapping projects.

The proposed Revenues are slightly lower than last year.

## ASSESSORS 2017-2018 BUDGET HIGHLIGHTS

### Assessed Value Growth

<u>Year</u>	<u>Assessed Value</u>	<u>Percent Change</u>	<u>Net Assessed Value Exception Growth</u>
2017	5,880,000,000	4.59	258,076,138
2016	5,621,923,862	4.91	263,258,931
2015	5,358,664,931	4.85	248,266,163
2014	5,110,398,768	3.85	189,274,992
2013	4,921,123,776	1.97	95,088,500
2012	4,826,035,276	1.86	87,919,149
2011	4,738,116,127	2.43	112,577,256
2010	4,625,538,871	2.95	132,576,091
2009	4,492,962,780	4.6	136,771,055
2008	4,295,311,141	5.2	173,595,976
2007	4,082,289,274	7.2	251,794,805
2006	3,805,414,922	8.0	244,113,413
2005	3,516,907,713	6.6	201,266,075
2004	3,294,300,835	6.3	171,872,379
2003	3,097,255,314	5.4	134,627,151
2002	2,937,185,244	4.4	111,757,261
2001	2,813,163,549	5.10	107,708,927
2000	2,676,554,921	7.67	115,305,235
1999	2,485,761,549	6.84	120,440,993
1998	2,326,503,399		

### Projected County Tax Revenue from Assessed Value Growth

\$432,000 (\$258,076,138 x .0016741 County Tax Rate)

For the 2017-2018 year, my office is projecting anywhere from a 3% to 6% **increase** in Real Market Value within the cities, depending on where you live. This increase in Real Market Value will allow the Assessed Value to grow by the Statutory 3%. This increase along with the additional Assessed Value of new construction is projected to create a 4.00% to 5.00% increase in Assessed Value. My office has also seen an increase from last year in the number of “name change” documents being processed and an increase from last year in the number of construction tags we have placed on property.

### **ASSESSORS GOALS FOR 2017-2018**

#### Assessment and Taxation Software (ORCATS) Upgrades

Helion Software Inc., our Assessment and Taxation (A&T) Software contractor who owns and maintains the ORCATS software, has completed the major rewrite of the core applications of the system. This second phase of the conversion project was a 2 plus year rewrite of the “Appraisal Engine”, our valuation application, and some of the supporting screens, reports and interfaces. This is a ground up rewrite including Data Base redesign, data field clean-up, etc, all written in the newest programming languages.

## **ASSESSORS 2017-2018 BUDGET HIGHLIGHTS**

### **ASSESSORS GOALS FOR 2017-2018**

#### **Assessment and Taxation Software (ORCATS) Upgrades - continued**

There are currently 5 of the 12 ORCATS counties who are converted to the Appraisal Engine software. Polk County is in the process of conversion. Staff is in the process of doing "clean up" of our existing data file. Staff is also learning how to use the new software. Both of these functions will take staff time away from their normal tasks, primarily reappraisal.

Polk County will continue to work with Helion directly, on the ORCATS Advisory Group and on the ORCATS Development/Design Group to ensure a quality software system is being developed.

#### **Staffing Levels**

I want to take this opportunity to thank my staff. They are dedicated to the work they do and they care about the people in Polk County.

As stated earlier, the budget I have submitted increases our current staffing levels by one FTE. With the budget cuts in prior years, my office has reduced staff over the last 25 years by about 48%, and 25% in the last 5 years. With the addition of the one FTE, staffing is still almost 20% below what it was 7 or 8 years ago.

Due to disagreements with the State of Oregon Building Codes Division, my office will not be processing Manufactured Structure Ownership applications. This change will free up the Cartography Deed Specialist, who spent about 5% of her time processing Manufactured Structure documents, to process deeds and research title related issues.

We have been able to maintain the quality of work and completion of required tasks due to efficiencies of operation, continued development of the Assessment and Taxation software (ORCATS), the commitment of the employees and the dedication of the staff. I hear a lot of taxpayers express their appreciation to my staff for explaining tax law, forms, programs and/or values to them as they have not been able to get that information from neighboring counties employees.

As with most departments within the County, reduced staff requires duties to be spread out to other employees putting increased workloads on those remaining staff. As always, we will continue to look for ways to do our jobs more efficiently.

With innovations and continued hard work from my staff, we will do the things we must do; get the tax statements out, process deeds, pick up new construction, but over time, the confidence in the data we use will slowly deteriorate. My staff will continue their hard work to provide the services Polk County residents have come to expect and deserve.

#### **New Employees and Cross Training of Staff**

As stated earlier, this budget identifies the potential hiring of a second Cartographer. This will mean the current Cartographer will need to do some basic training to bring this person into the Polk County processing methodology. The rest of the Assessors staff will continue to cross train into other duties to

## **ASSESSORS 2017-2018 BUDGET HIGHLIGHTS**

### **New Employees and Cross Training of Staff - continued**

ensure adequate knowledge and skill to meet the office tasks. We will continue to look for ways to streamline the work flow and to utilize the employees as best we can.

### **Convert Mapping System to ARCMAP**

The Cartography Section will continue preparing the maps that are currently located on the ARCINFO mapping system to be converted to the newer ARCMAP platform. The new platform has tighter tolerances for dimensions and the old maps tolerances have been tightened up in preparation for placing them in the ARCMAP platform. The goal is to have our map base ready to convert mid to late 2017.

The Cartography Section is currently working on 2 projects: Placing the south county line in the ARCMAP platform and placing the Cities of Monmouth and Independence (M/I Project) into the ARCMAP platform. The south county line should be complete by July 1, 2017. The M/I Project was updated as a whole with new "control". Attaching tax lots to new control has caused tax lot lines to change, displace annotation and drop data. Cartography will be working to clean all this up and place the clean maps into the ARCMAP platform over the next 2 years.

Once the M/I Project is complete, all future mapping will be completed in the ARCMAP Platform, eliminating the need to maintain parts of 2 map programs.

As stated earlier, we are using some of our mapping fund to have the City of Salem Surveyors find control points for us along the Doaks Ferry corridor. Once we have accepted the points as meeting the contract criteria, the maps in this area will need to be remapped and attached to the new and better control. This could be a 3 to 5 year project once we get started on it.

### **Miscellaneous**

Our office still needs to scan in documents from each accounts "jacket", the paper folder for each account located in the filing cabinets. We have not scheduled this project into this year's tasks for the office. It is a project that will take many years and will be completed predominantly with existing staff, but when done, will reduce our storage needs and provide instant access electronically to those documents and papers.

## **2016-17 ACCOMPLISHMENTS TO DATE**

### **Conversion to ARCMAP**

During the year, Cartography staff has tested and become familiar with ARCMAP version 10. All "red lines", or partitions, seg's, subdivisions and lot lines for the Dallas area were completed and updated in ARCMAP.10. The remainder of the county was updated in the ARCINFO software.

## ASSESSORS 2017-2018 BUDGET HIGHLIGHTS

### **PROGRAM HIGHLIGHTS 2016-17**

#### **Cartography Section:**

<u>Task Performed</u>	<u>Current Year July 1 to December 31</u>	<u>Last Year 2015-2016</u>	<u>Prior Year 2014-2015</u>
Documents Processed	2,045	4,141	3,608
New accounts	63	207	240

#### **Records Section:**

<u>Task Performed</u>	<u>Current Year to Date</u>	<u>Last Year</u>	<u>Prior Year</u>
Roll Corrections	110	187	144
Veteran's Exemptions	937	875	861
Personal Property Returns	1,519	895	1,123
Exemption Applications	0	19	45
MS Title Changes - County	89	225	195
MS Building Code Forms	61	143	135
Counter Assistance	1,352	3,075	2,584
Phone Assistance	3,308	7,244	7,318

#### **Appraisal Section:**

<u>Task Performed</u>	<u>Current Year to Date</u>	<u>Last Year</u>	<u>Prior Year</u>
Accounts Physically Appraised	3,166	7,830	2,439
Accounts Re-Calculated	33,046	33,025	32,849
Maintenance Appraisals	426	1,497	1,223
Sales Reviews/Outlyers	0	219	712

#### **Quality of Appraisal Program:**

<u>Type</u>	<u>COD – Current Year</u>	<u>Last Year</u>	<u>Last Year</u>
Residential – Polk Standard: 8 to 10	9	8	11
Commercial – Polk Standard: 10 to 15	15	11	10
Apartments – Polk Standard: 12	8	11	14 (2 Sales)
Rural/Farm – Polk Standard: 10 to 15	11	10	15

*Note: Lower the number better uniformity of assessment.*

#### **Appeals:**

<u>Type</u>	<u>Current Year to Date</u>	<u>Last Year</u>	<u>Prior Year</u>
Local - BOPTA	8	13	25
State	0	0	1
Total	8	13	26
Request for Reviews	74	131	97

#### **Farm/Forest Applications:**

<u>Type</u>	<u>Current Year to Date</u>	<u>Last Year</u>	<u>Prior Year</u>
Number of Applications	0	9	29
Number of Disqualifications	16	25	22
Farm/Forest Review Inspections	59	93	134

**REQUEST FOR  
ADDITIONAL PERSONNEL 2017-18**

FUND	DEPARTMENT	DIVISION		
GENERAL FUND	ASSESSOR	210		
<b>Position Description:</b>				
<p>Create a new FTE for the hiring of a new Cartographer</p> <p>Temporary help to continue with control mapping.</p>				
Number of FTE's	Salary Range Start to End	Annual Salary	Estimated Benefits	Total Cost
.10		\$5,000	\$0	\$5,000
1.00		\$50,514	\$36,444	\$86,958
<b>Justification for Additional Personnel:</b>				
<p>With 1 full time Cartographer and a part time temporary cartographer, it is difficult for staff to maintain the map base with the basic updates let alone complete significant "Control" mapping. I believe there is a need to replace the temporary Cartographer with a full time Cartographer. For this budget, the cartographer is brought on as of January 1, 2018. The budget amount shown above represents a full time employee hired July 1, 2017, so the amount above is higher than what is in the budget document. The Salary and Benefits in the actual budget document is correct.</p> <p>In the coming years, Cartography will need to finish the placement of the Monmouth/Independence mapping project, complete the West Salem/Doaks Ferry Corridor Control mapping project, convert fully to the ARCMap mapping program, learn the mapping tool Parcel Fabric, learn the mapping platform ArcPro plus continue to complete all of the annual Subdivision, Partition Plat and Lot Line Adjustment processing.</p> <p>Better control mapping will mean more efficiencies in the future when properties are partitioned, place subdivisions, etc.</p>				

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
General	Treasurer		Treasurer	
Program Description:				
<ul style="list-style-type: none"><li>• Receipt and deposit all Polk County revenue.</li><li>• Reconcile all Polk County bank and investment accounts.</li><li>• Make tax refunds as directed by the tax office.</li><li>• Allocate and remit tax receipts, and other funds received on behalf of taxing districts, to the taxing districts.</li><li>• Act as custodian for trust funds as mandated by ORS or Polk County ordinance.</li><li>• Invest county funds as directed by the investment policy.</li><li>• Allocate investment income to funds as mandated by ORS and County ordinance.</li></ul>				
Program Goals or Objectives:				
Ensure that County financial records are complete and accurate and that reports are provided in a timely manner; obtain the maximum investment income possible while insuring the safety and liquidity of county funds; be available to the general public and county personnel to answer questions and provide assistance.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Receipts (number)	4,686	4,680	4,270	4,270
Trust checks issued (number)	407	451	420	420
Total Receipted	\$109,711,893	\$117,344,717	\$123,000,000	\$125,500,000

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17		Acct.		FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
<b>Expenditures</b>										
12,674	14,362	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00	
20,264	21,481	12,000	0.30	8060	Elected Official	12,000	0.00	12,000	0.00	
0	0	0		8080	Temporary Part-Time	0		0		
477	0	0		8090	Overtime	0		0		
<b>33,415</b>	<b>35,843</b>	<b>12,000</b>	<b>0.30</b>		<b>Total Salaries</b>	<b>12,000</b>	<b>0.00</b>	<b>12,000</b>	<b>0.00</b>	<b>0 0.00</b>
5,841	7,284	2,520		8110	PERS-Retirement	2,880		2,880		0
2,406	2,573	918		8120	Social Security/Medicare	918		918		0
9,122	10,276	5,640		8140	Insurance	0		0		0
66	72	24		8150	Unemployment	24		24		0
83	93	29		8160	Workers Comp. Insurance	29		29		0
<b>50,933</b>	<b>56,141</b>	<b>21,131</b>	<b>0.30</b>		<b>Total Personal Services</b>	<b>15,851</b>	<b>0.00</b>	<b>15,851</b>	<b>0.00</b>	<b>0 0.00</b>
346	332	400		8210	Office Supplies	400		400		
0	0	2,200		8240	Software & Maintenance	2,200		2,200		
0	980	500		8250	Small Tools & Minor Equipment	500		500		
232	0	400		8310	Advertising and Printing	400		400		
858	884	1,000		8320	Photocopying	1,000		1,000		
79	64	100		8330	Postage	100		100		
845	859	900		8340	Telephone	1,000		1,000		
424	778	450		8410	Dues, Memberships & Publicatns	800		800		
597	309	500		8420	Workshops and Conferences	500		500		
200	0	200		8430	Transportation	200		200		
0	0	0		8510	Professional Services	0		0		
5,056	5,143	5,333		8810	Rent Interdepartmental	5,665		5,665		
400	425	425		8820	Insurance Interdepartmental	450		450		
3,040	3,177	3,563		8830	Management Services Interdept.	1,398		1,398		
2,203	2,264	2,174		8840	Information Services Interdept.	3,106		3,106		
<b>14,280</b>	<b>15,215</b>	<b>18,145</b>			<b>Total Materials and Services</b>	<b>17,719</b>		<b>17,719</b>		<b>0</b>
0	17,902	0		8948	Computers & Attachments	0		0		0
0	17,902	0			<b>Total Capital Outlay</b>	0		0		0
<b>65,213</b>	<b>89,258</b>	<b>39,276</b>	<b>0.30</b>		<b>Total Department Expenses</b>	<b>33,570</b>	<b>0.00</b>	<b>33,570</b>	<b>0.00</b>	<b>0 0.00</b>
<b>Revenues</b>										
0	0	0		6300	Charges for Services	0		0		0
0	0	0		6990	Miscellaneous	0		0		0
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Revenues</b>	<b>0</b>		<b>0</b>		<b>0</b>
<b>Net Cost of Program</b>										
65,213	89,258	39,276			Expenditures less Revenue	33,570		33,570		0

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
General	Tax Collector	Treasurer		
Program Description:				
<ul style="list-style-type: none"><li>• Collect property taxes for Polk County taxing districts as mandated by ORS 311.</li><li>• Adjust tax as required by Polk County Assessor, Oregon Tax Court, Department of Revenue, and the Board of Property Tax Appeals.</li><li>• Foreclose on property tax liens as mandated by ORS 312.</li><li>• Maintain records of all property tax transactions and provide reports as requested or required.</li><li>• Provide the Treasurer with information to make tax turnover payments to taxing districts and refunds to taxpayers.</li></ul>				
Program Goals or Objectives:				
<ol style="list-style-type: none"><li>1) Comply with statutes regarding tax collection.</li><li>2) Provide courteous, professional service to taxpayers, make information available from our records as requested.</li><li>3) Look for improvements to procedures and processes which will improve tax collection process and enable employees to make the best use of their time.</li><li>4) Assist with enhancement of tax collection software to keep Polk County in compliance with statutes and provide citizens with an efficient and cost-effective tax collection system.</li></ol>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Total Taxes Levied	\$79,602,212	\$84,484,098	\$87,561,004	\$90,500,000
Tax Collections	\$77,959,238	\$82,323,647	\$85,000,000	\$88,000,000
Percent Collected during first year	97.20%	97.30%	97.00%	97.00%
Total Transactions (number)	23,350	bulk posting began 13,325	13,800	14,000
Tax Vouchers Processed	1,020	1,166	1,170	1,175

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17	Acct.			FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
<b>Expenditures</b>										
87,603	94,008	97,844	2.00	8010	Clerical/Admin. Specialist	101,743	2.00	101,743	2.00	
0	0	0	0.00	8040	Management/Supervisory	14,400	0.20	14,400	0.20	
13,510	14,321	18,617	0.25	8060	Elected Official	0	0.00	0	0.00	
276	0	500		8080	Temporary/Part-Time	0		0		
4,061	1,190	3,500		8090	Overtime	2,000		2,000		
<b>105,450</b>	<b>109,519</b>	<b>120,461</b>	<b>2.25</b>		<b>Total Salaries</b>	<b>118,143</b>	<b>2.20</b>	<b>118,143</b>	<b>2.20</b>	<b>0 0.00</b>
18,501	22,266	25,297		8110	PERS-Retirement	28,354		28,354		0
7,564	7,812	9,215		8120	Social Security/Medicare	9,038		9,038		0
30,730	34,401	42,300		8140	Insurance	43,560		43,560		0
462	481	602		8150	Unemployment	591		591		0
260	287	289		8160	Workers Comp. Insurance	284		284		0
<b>162,967</b>	<b>174,766</b>	<b>198,164</b>	<b>2.25</b>		<b>Total Personal Services</b>	<b>199,970</b>	<b>2.20</b>	<b>199,970</b>	<b>2.20</b>	<b>0 0.00</b>
394	555	500		8210	Office Supplies	600		600		
0	1,104	0		8220	Operating Supplies	0		0		
230	367	500		8250	Small Tools & Minor Equipment	500		500		
1,629	2,581	2,800		8310	Advertising and Printing	2,000		2,500		
859	884	1,000		8320	Photocopying	1,000		1,000		
17,717	17,381	18,000		8330	Postage	18,000		18,000		
831	825	900		8340	Telephone	1,000		1,000		
135	149	150		8410	Dues, Memberships & Publicatns	150		150		
421	619	600		8420	Workshops and Conferences	800		800		
210	222	200		8430	Transportation	200		200		
6,828	4,385	6,000		8510	Professional Services	6,000		6,000		
0	221	0		8610	Repairs and Maintenance	200		200		
3,432	4,866	6,000		8730	Misc Fees	6,000		6,000		
32	(1)	0		8790	Misc. Department Expenses	0		0		
26,423	26,878	27,873		8810	Rent Interdepartmental	29,611		29,611		
725	750	750		8820	Insurance Interdepartmental	775		775		
10,088	10,385	9,951		8830	Management Services Interdept.	9,532		9,532		
19,112	19,359	19,538		8840	Information Services Interdept.	21,454		21,454		
<b>89,066</b>	<b>91,530</b>	<b>94,762</b>			<b>Total Materials and Services</b>	<b>97,822</b>		<b>98,322</b>		<b>0</b>
0	0	0		8948	Computers and Attachments	0		0		0
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>
<b>252,033</b>	<b>266,296</b>	<b>292,926</b>	<b>2.25</b>		<b>Total Department Expenses</b>	<b>297,792</b>	<b>2.20</b>	<b>298,292</b>	<b>2.20</b>	<b>0 0.00</b>
<b>Revenues</b>										
6,606	4,960	6,000		6300	Charges for Services	6,000		6,000		
26,700	4,893	20,000		6600	Fines and Forfeitures	11,000		11,000		
1,100	1,100	1,100		6990	Miscellaneous	1,000		1,000		
<b>34,406</b>	<b>10,953</b>	<b>27,100</b>			<b>Total Revenues</b>	<b>18,000</b>		<b>18,000</b>		<b>0</b>
<b>Net Cost of Program</b>										
217,627	255,343	265,826			Expenditures less Revenue	279,792		280,292		0

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
GENERAL FUND	DISTRICT ATTORNEY	PROSECUTION

**Program Description:**

To discharge the constitutional and statutory duties of the office of District Attorney.

**Program Goals or Objectives:**

1. Prosecute felonies, misdemeanors and other offenses.
2. Advise local police agencies and assist in officer training and education.
3. Cooperate with local, county and state agencies in criminal justice planning and review.
4. Improve effectiveness of domestic violence and child abuse prosecutions.
5. Establish and implement intra-office goals and procedures.

**Descriptive Statistics:**

Indicator	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Projected 2017-18
Felonies Filed	482	567	564	565
Misdemeanors Filed	563	833	902	974
Declines	210	198	169	183
Total Cases Reviewed	1600	1598	1635	1722
Juvenile Petitions Felonies	65	44	54	49
Misdemeanors	97	81	89	85
Violations	35	15	25	20

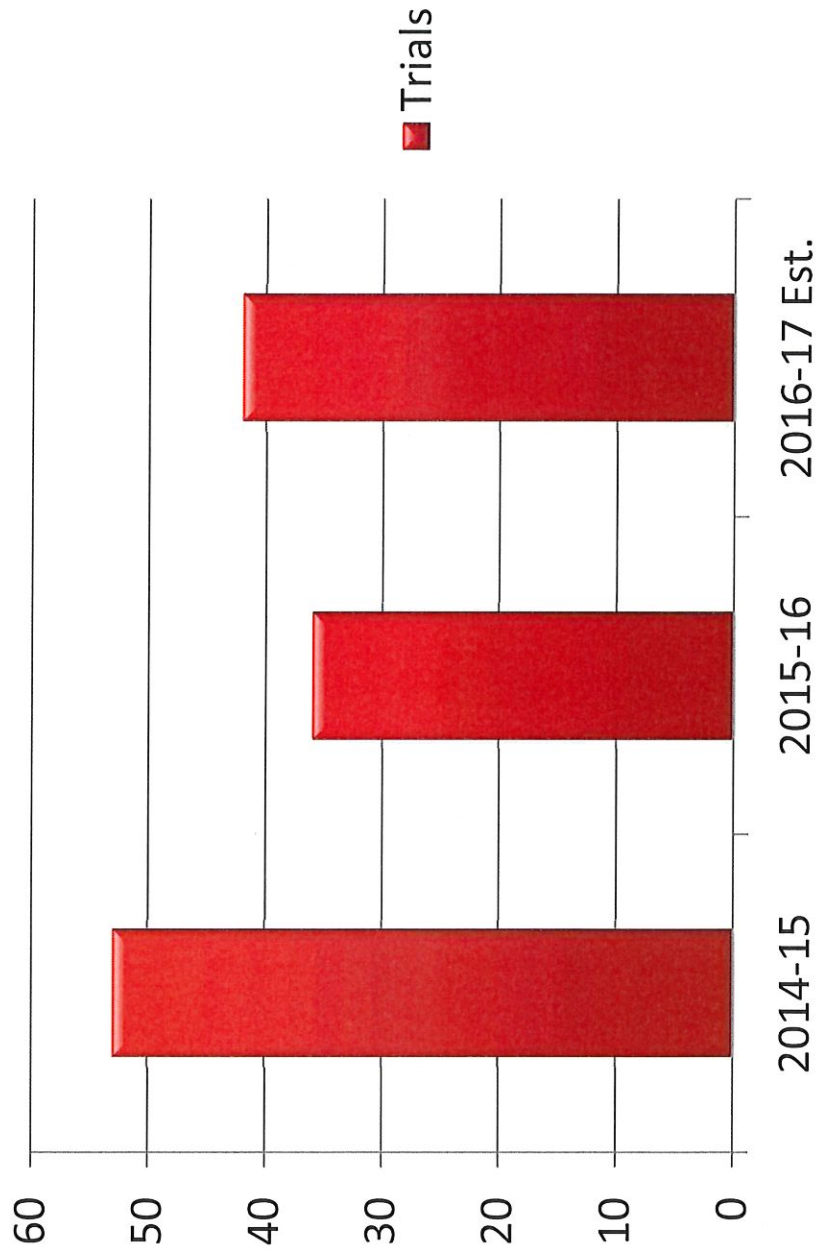
PROGRAM.FRM (1/5/92)

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

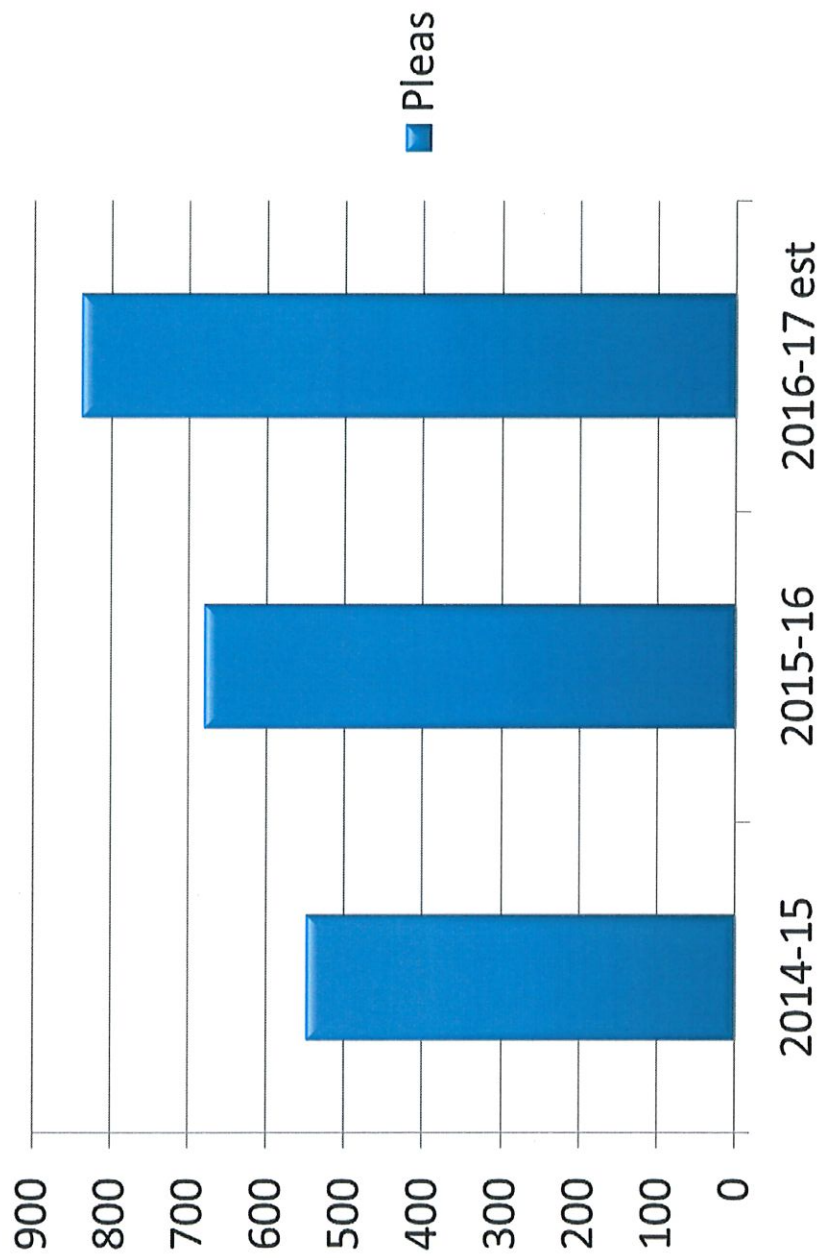
100 General	(Fund)
410 Prosecution	(Divn)
410 District Attorney	(Dept)

FY 14-15	FY 15-16	FY 16-17	Acct.			FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
<b>Expenditures</b>										
212,604	206,753	233,238	6.00	8010	Clerical/Admin. Specialist	208,534	5.00	208,534	5.00	
116,985	315,241	330,747	5.00	8030	Professional/Technical	365,324	5.00	365,324	5.00	
94,505	100,488	139,560	1.65	8040	Management/Supervisory	151,081	1.65	151,081	1.65	
0	0	0		6060	Elected Official	9,000		9,000		
(786)	0	0		8080	Temporary/Part-Time	0		0		
2,120	1,778	5,000		8090	Overtime	4,000		4,000		
<b>425,428</b>	<b>624,260</b>	<b>708,545</b>	12.65		<b>Total Salaries</b>	<b>737,939</b>	11.65	<b>737,939</b>	11.65	0 0.00
63,169	90,881	148,794		8110	PERS-Retirement	177,105		177,105		0
30,962	46,383	54,204		8120	Social Security/Medicare	56,452		56,452		0
129,422	173,663	237,820		8140	Insurance	230,670		230,670		0
2,137	3,140	3,543		8150	Unemployment	3,690		3,690		0
477	703	1,134		8160	Workers Comp. Insurance	1,181		1,181		0
<b>651,595</b>	<b>939,030</b>	<b>1,154,040</b>	12.65		<b>Total Personal Services</b>	<b>1,207,037</b>	11.65	<b>1,207,037</b>	11.65	0 0.00
3,348	5,316	6,000		8210	Office Supplies	6,000		6,000		
480	498	500		8220	Operating Supplies	500		500		
0	8,761	8,500		8240	Software & Maintenance	8,500		8,500		
220	28,845	2,500		8250	Small Tools & Minor Equipment	10,500		10,500		
1,030	239	500		8310	Advertising and Printing	500		500		
6,004	5,138	5,500		8320	Photocopying	5,000		5,000		
1,408	729	1,500		8330	Postage	1,000		1,000		
2,951	5,644	8,500		8340	Telephone	8,750		8,750		
3,993	6,699	7,500		8410	Dues, Memberships & Publicatns	7,500		7,500		
3,159	6,642	12,500		8420	Workshops and Conferences	15,000		15,000		
167	1,622	2,500		8430	Transportation	3,000		3,000		
8,848	3,971	4,000		8510	Professional Services	4,000		4,000		
0	0	200		8520	Medical Care	200		200		
0	0	0		8540	Contract Services	0		0		
7,500	7,500	2,500		8550	Contracts-Other Public Agency	2,500		2,500		
5,000	5,763	6,000		8580	Special Projects	6,000		6,000		
0	0	0		8610	Repairs & Maintenance	0		0		
4,688	3,121	5,000		8730	Misc. Fees and Premiums	4,000		4,000		
72,461	47,997	56,439		8810	Rent Interdepartmental	60,203		60,203		
1,600	1,100	1,200		8820	Insurance Interdepartmental	1,300		1,300		
34,012	38,770	46,229		8830	Management Services Interdept.	45,845		45,845		
43,880	47,605	40,335		8840	Information Services Interdept.	49,953		49,953		
<b>200,749</b>	<b>225,960</b>	<b>217,903</b>			<b>Total Materials and Services</b>	<b>240,251</b>		<b>240,251</b>		0
0	0	0		8948	Computers and Attachments	0		0		0
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		0
<b>852,344</b>	<b>#####</b>	<b>1,371,943</b>	12.65		<b>Total Department Expenses</b>	<b>1,447,288</b>	11.65	<b>1,447,288</b>	11.65	0 0.00
<b>Revenues</b>										
35,184	0	0		6110	Federal Awards	0		0		0
350	0	0		6130	State Operating Grants	0		0		0
40,253	0	0		6140	State Shared Revenues	0		0		0
7,500	6,000	0		6170	Intergovernmental Local	0		0		0
0	0	0		6200	Permits & Licenses	0		0		0
57,483	65,087	67,500		6300	Charges for Services	65,000		65,000		0
0	287	0		6750	Settlements	0		0		0
0	70	0		6990	Miscellaneous	0		0		0
<b>140,770</b>	<b>71,444</b>	<b>67,500</b>			<b>Total Revenues</b>	<b>65,000</b>		<b>65,000</b>		0
<b>Net Cost of Program</b>										
711,574	#####	1,304,443			Expenditures less Revenue	1,382,288		1,382,288		0

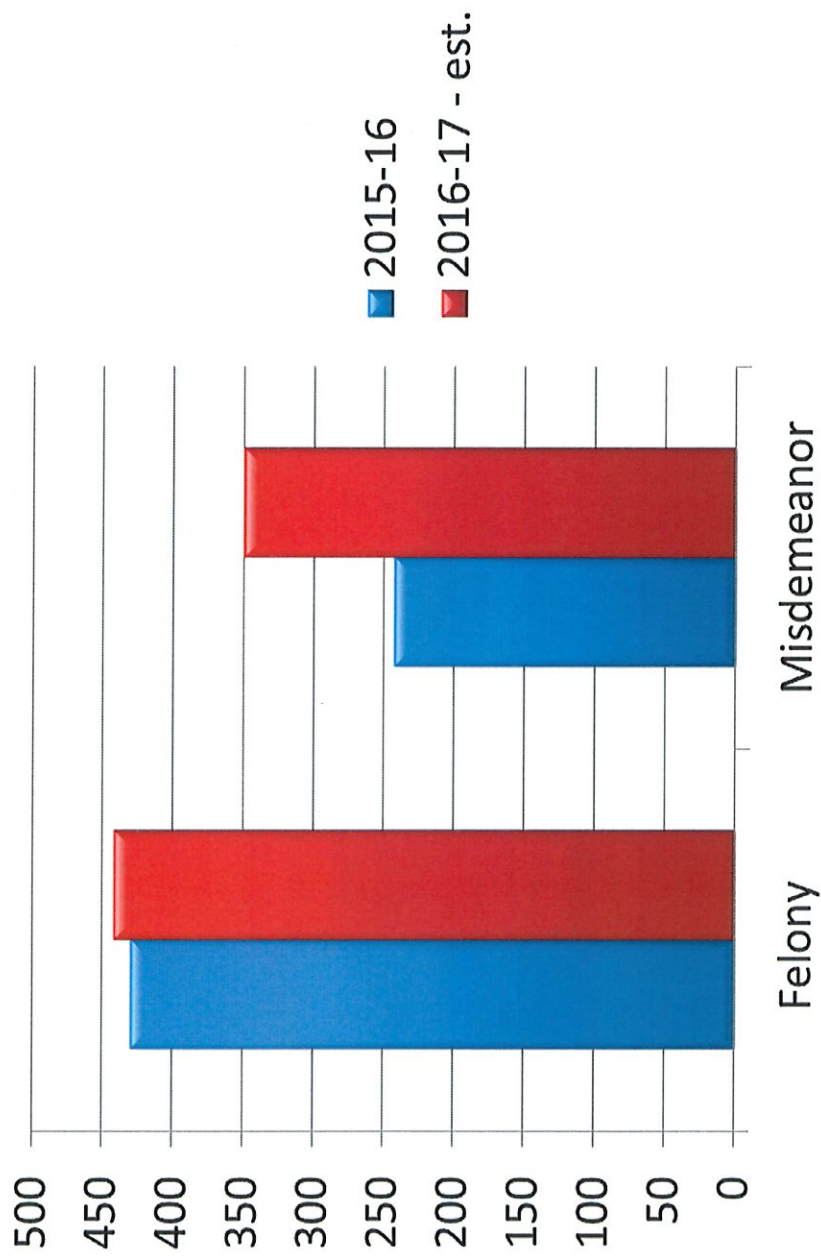
# TRIALS



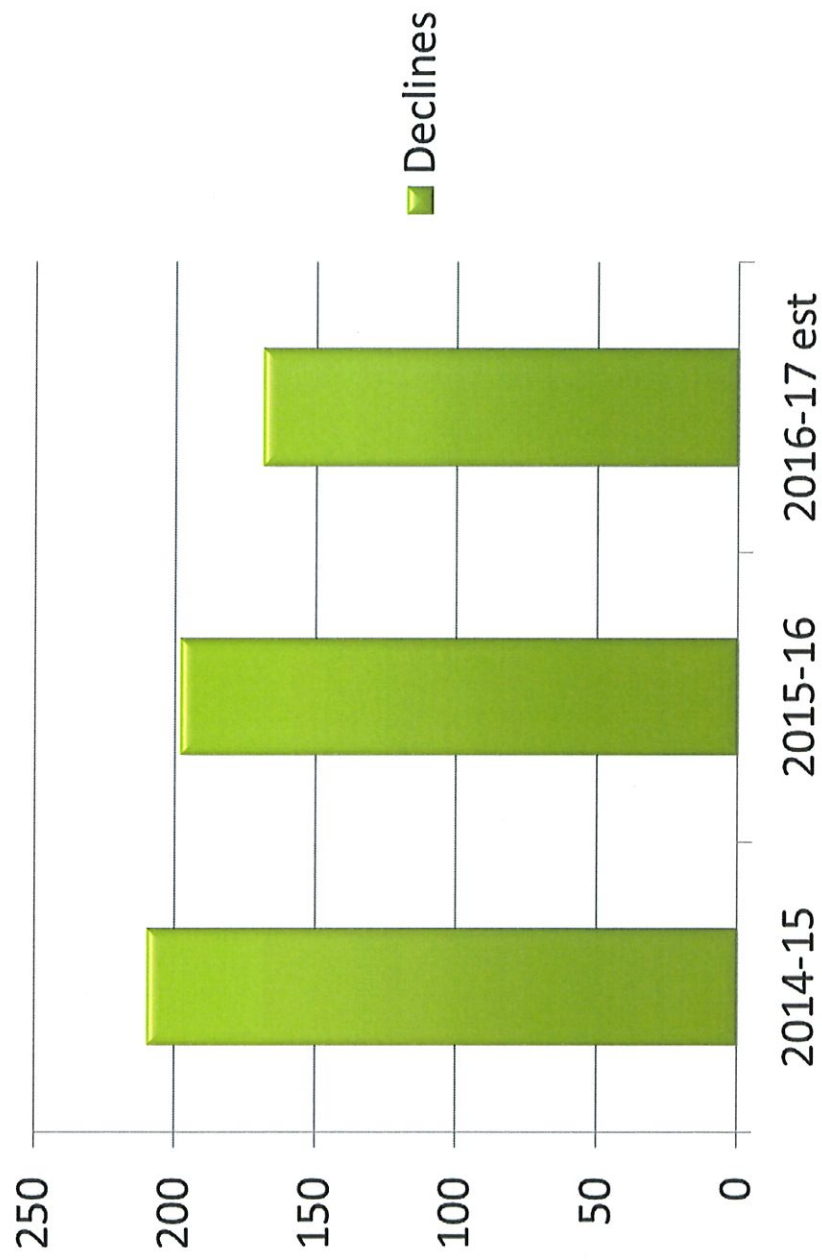
# PLEAS



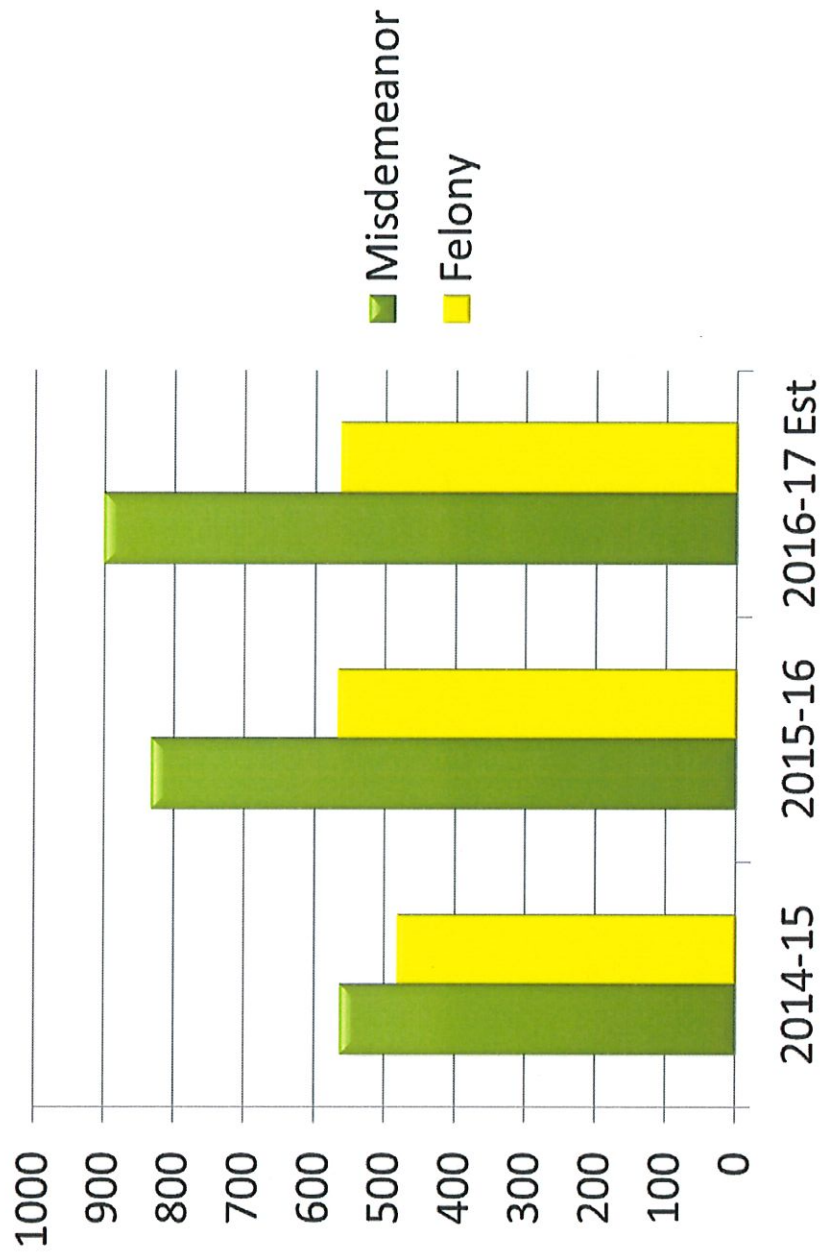
# PROBATION



# DECLINES

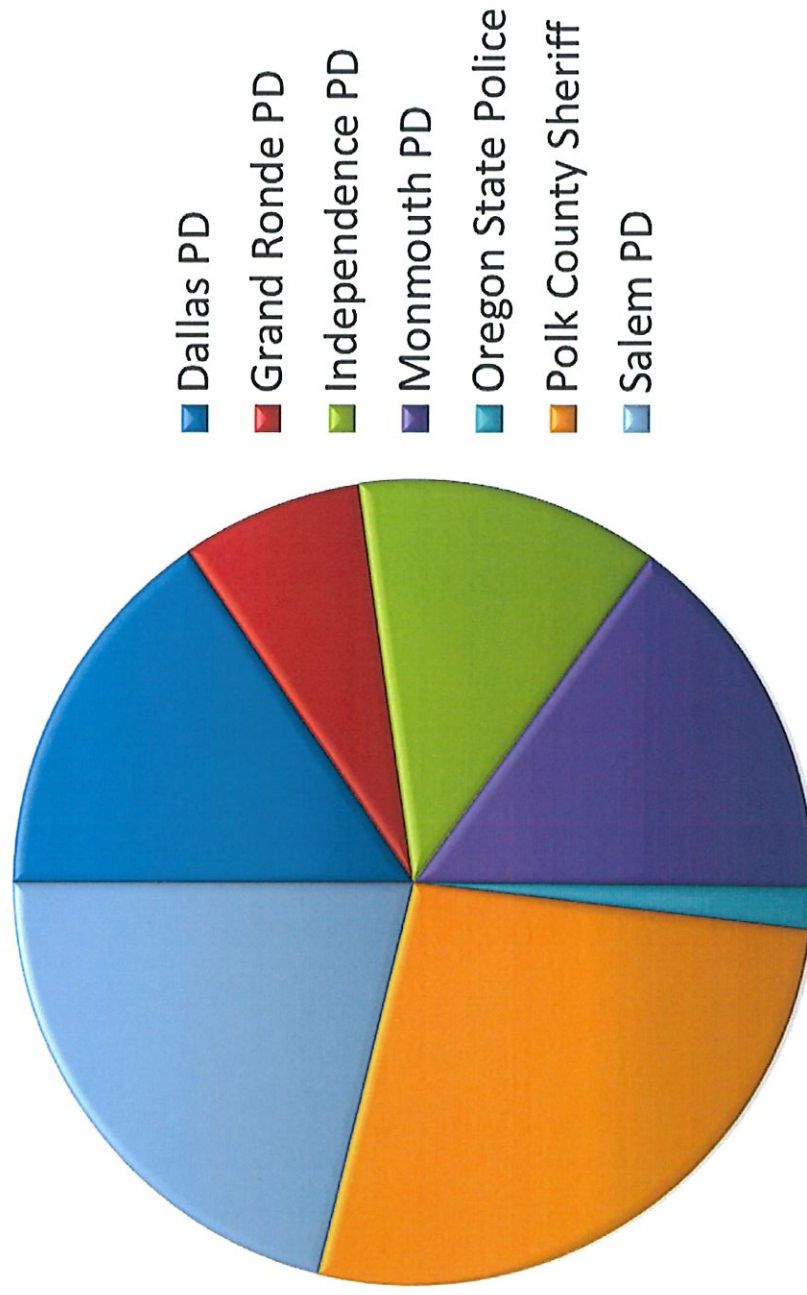


# MISDEMEANOR/FELONY



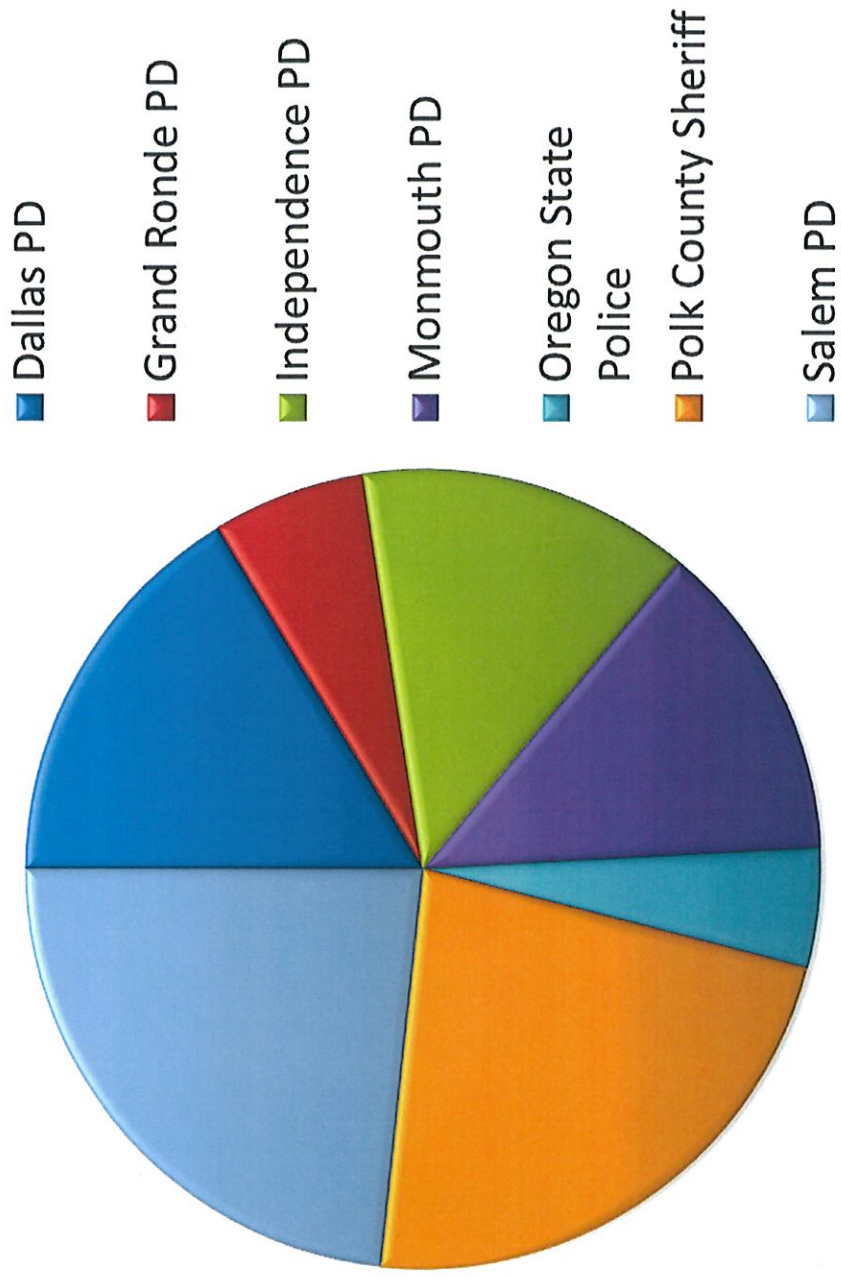
# REFERRALS BY AGENCY

2016-17 (8 Mos)



# REFERRALS BY AGENCY

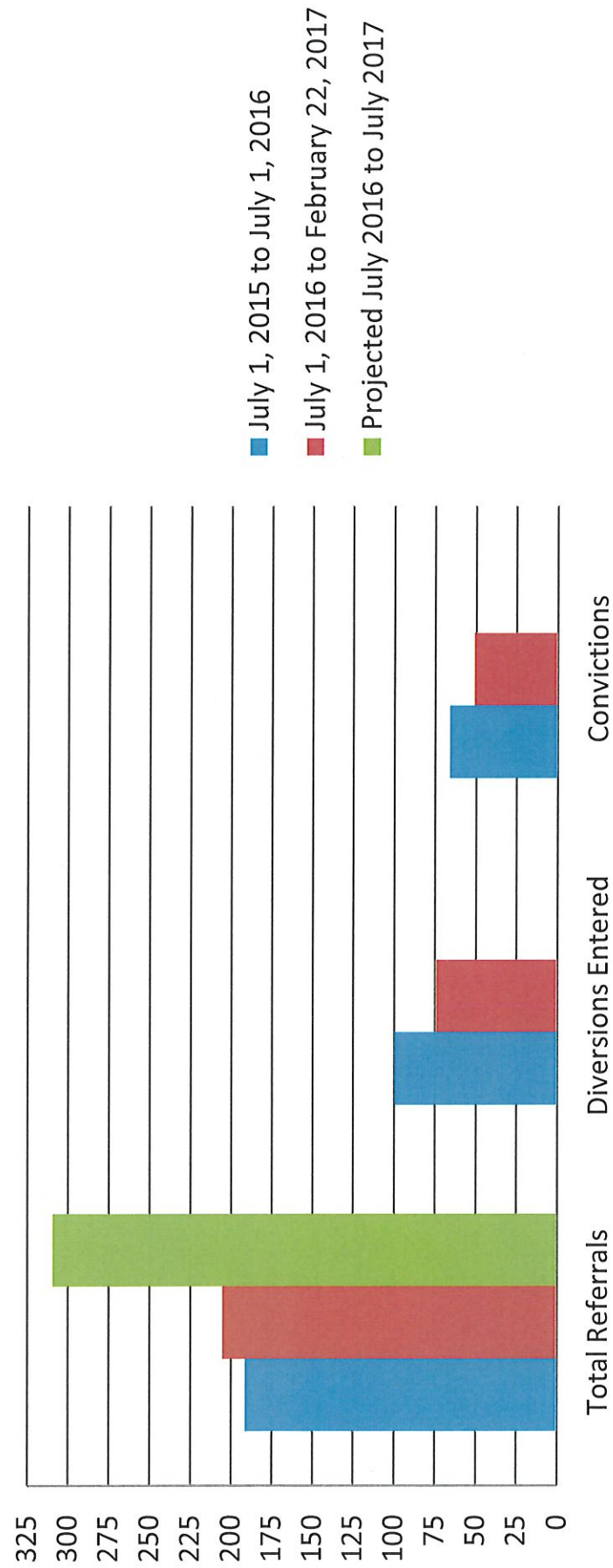
2015-16



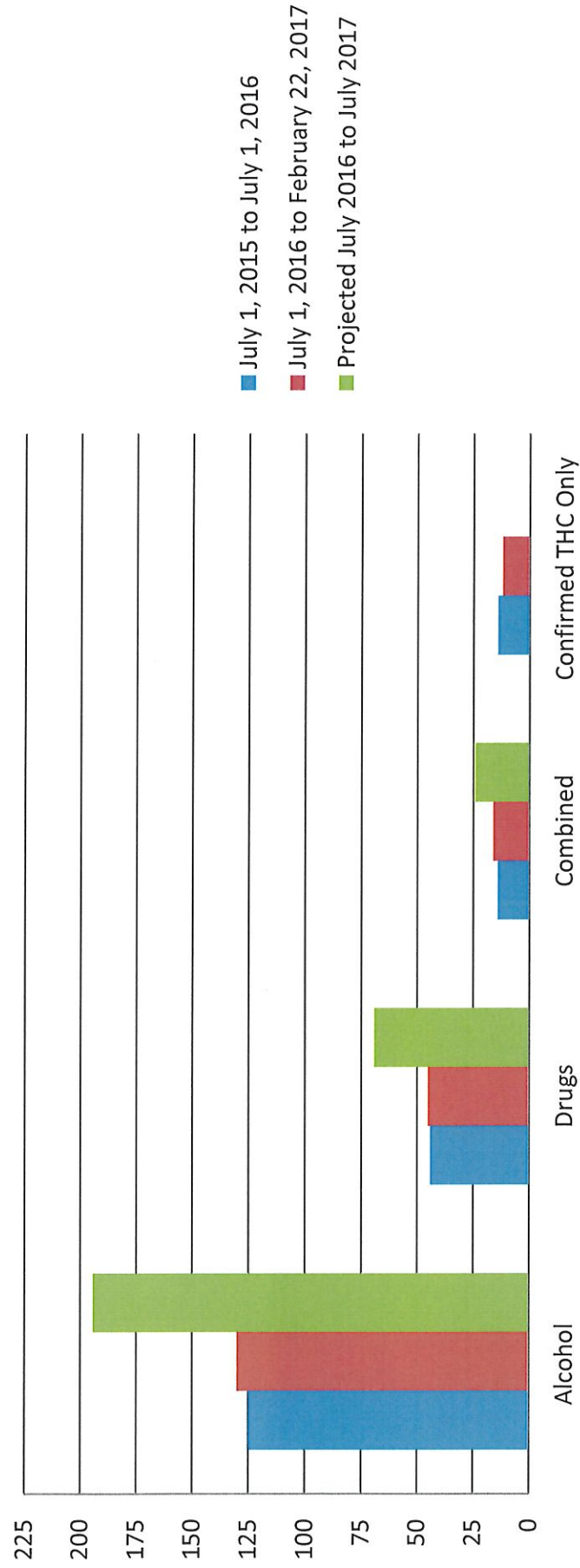
# DUII

- **DUII Totals** – “total referrals” represent the total number of referrals received by the Polk County District Attorney’s Office. This does not include Salem, Monmouth or Dallas Municipal Court Referrals. Numbers represented by “diversions entered” and “convictions” tabs represent the current number of cases that have been resolved in that manner. It is impossible to predict those defendants who will be diversion eligible and those that are not for any new referrals this office should receive.
- **DUII Types** – “alcohol,” “drug” and “combined” columns represent how DUII’s that were referred to the PCDA’s Office were filed with the court. Informations were filed with allegations of being under the influence of alcohol, controlled substances or a combination of the two. The “confirmed THC only” column represents the number of cases that have been confirmed by the Oregon State Lab with results positive for THC. However, there are multiple cases which are either pending lab results, cancelled due to the defendants admission or have not occurred yet.

## POLK COUNTY DUII TOTALS



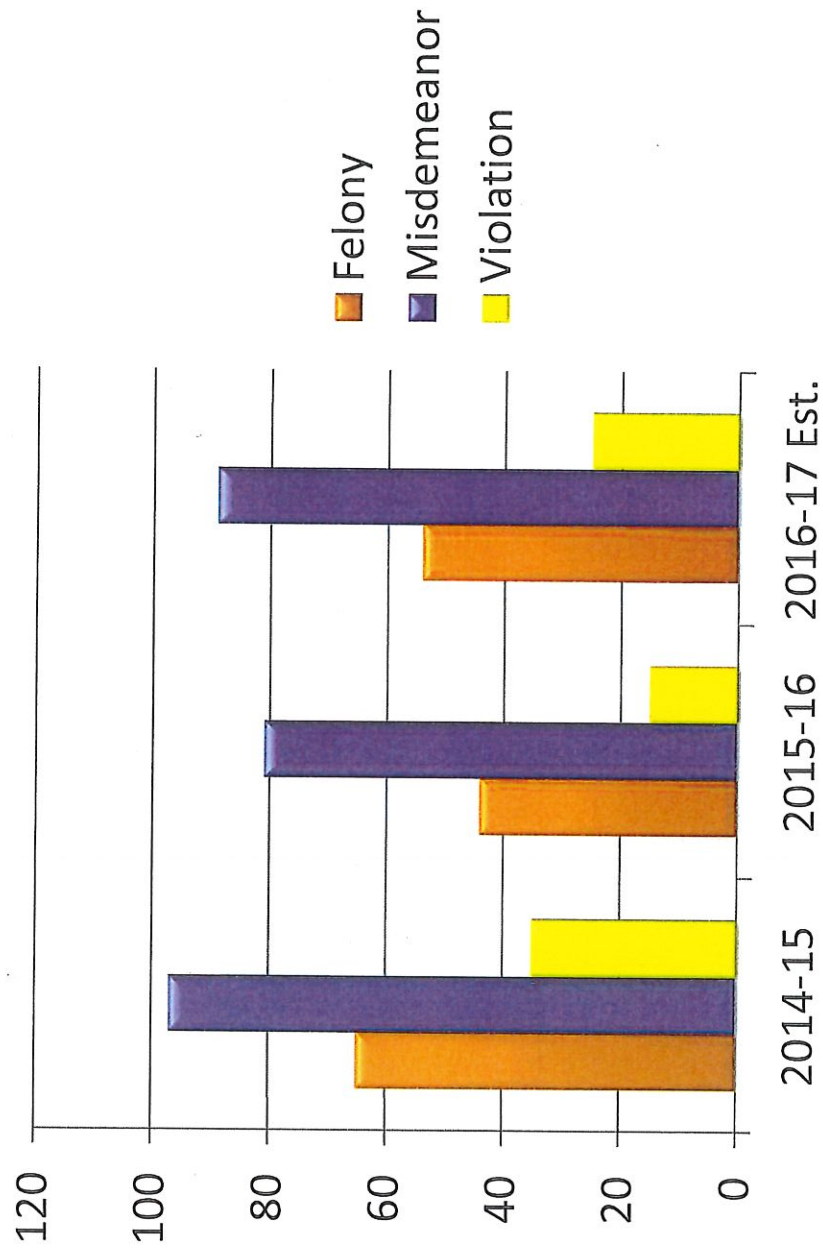
## DUII TYPES



# Juvenile Petitions

- **JUVENILE PETITIONS** – In the Juvenile system, petitions are filed upon recommendation from the Juvenile Probation Officer and when there is probable cause to proceed with formal charges against a youth. These numbers represent those cases in which a Juvenile PO has requested our office become involved. Not reflected are cases resolved through Formal Accountability Agreements or Sanction Court.
- In 2015-16, there was a drop off of cases that were filed by the PCDA's Office. Different factors may contribute to these numbers including:
  - Multiple new Deputies and Officers are new to the Juvenile system,
  - New Sanction Court Coordinator was hired beginning in 2016
  - An uptick in petitions is projected in the coming year.

# Juvenile Petitions



**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
GENERAL FUND	DISTRICT ATTORNEY		SUPPORT ENFORCEMENT	
Program Description:				
Pursuant to state and federal laws the District Attorney assists in the collection, enforcement and prosecution of non-welfare child support obligations. The office is also responsible for processing support modifications and verifying insurance coverage.				
Program Goals or Objectives:				
1. Continue to collect support for obligees. 2. Comply with all applicable federal and state regulations regarding collection of support and reporting. 3. Qualify for incentive payments as appropriate and feasible.				
Indicator	Actual 2014-2015	Actual 2015-2016	Estimated 2016-2017	Projected 2017-2018
Total Collections on Support Cases	5,066,434	4,826,413	5,017,288	5,039,000
Program Costs	\$330,482	282,350	341,415	363,565
Cost to County After Reimbursements	\$66,755	50,523	82,915	92,565
Number of Cases*	900	899	906	910

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

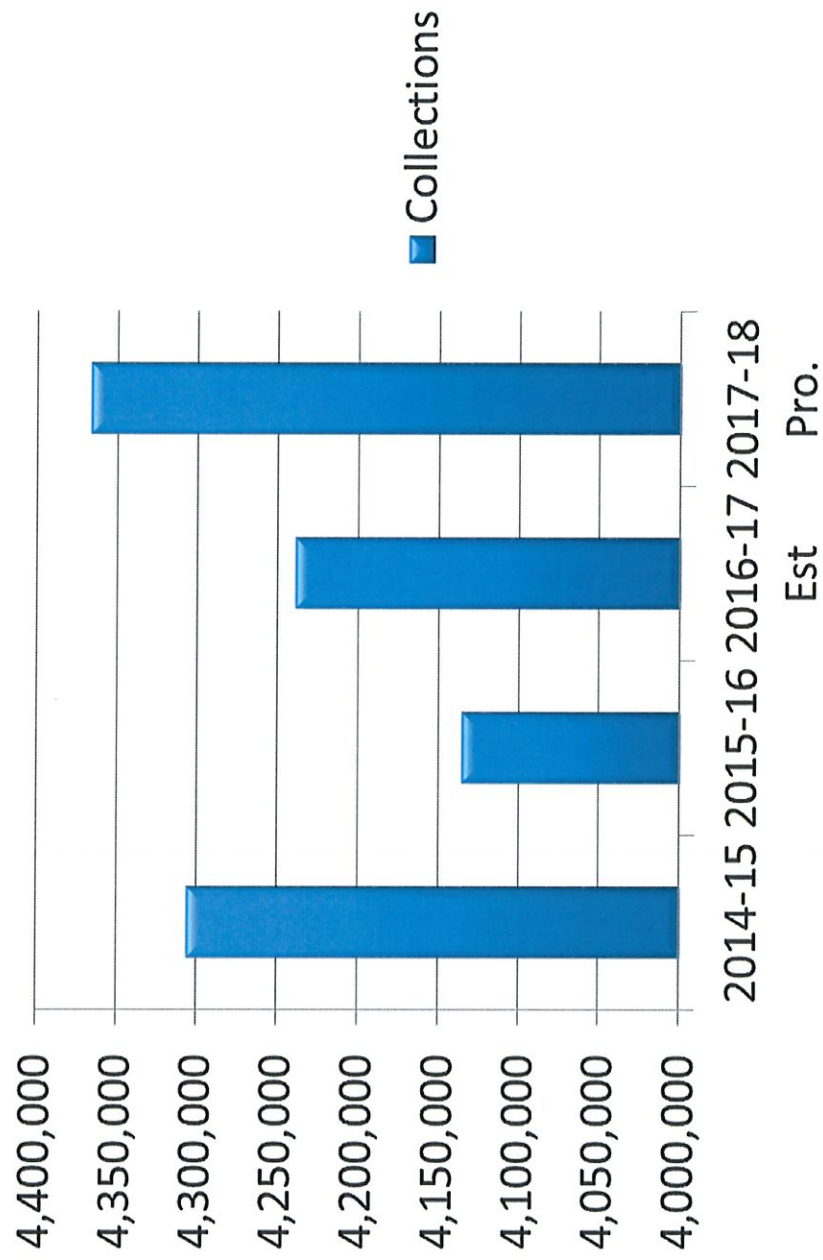
100 General	(Fund)
415 Support Enforcement	(Divn)
410 District Attorney	(Dept)

FY 14-15	FY 15-16	FY 16-17	Acct.			FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
<b>Expenditures</b>											
78,058	69,810	80,800	2.00	8010	Clerical/Admin. Specialist	82,206	2.00	82,206	2.00		
73,284	54,942	64,992	1.00	8030	Professional/Technical	69,952	1.00	69,952	1.00		
19,879	19,992	20,290	0.35	8040	Management/Supervisory	20,893	0.35	20,893	0.35		
0	0	0		8080	Temporary/Part-Time	0		0			
2,959	1,870	1,000		8090	Overtime	2,500		2,500			
<b>174,180</b>	<b>146,614</b>	<b>167,082</b>	<b>3.35</b>		<b>Total Salaries</b>	<b>175,551</b>	<b>3.35</b>	<b>175,551</b>	<b>3.35</b>	<b>0</b>	<b>0.00</b>
30,143	25,194	35,087		8110	PERS-Retirement	42,132		42,132		0	
12,136	10,740	12,782		8120	Social Security/Medicare	13,430		13,430		0	
54,873	40,534	62,980		8140	Insurance	66,330		66,330		0	
871	742	835		8150	Unemployment	878		878		0	
192	165	267		8160	Workers Comp. Insurance	281		281		0	
<b>272,395</b>	<b>223,989</b>	<b>279,034</b>	<b>3.35</b>		<b>Total Personal Services</b>	<b>298,602</b>	<b>3.35</b>	<b>298,602</b>	<b>3.35</b>	<b>0</b>	<b>0.00</b>
1,008	629	1,000		8210	Office Supplies	1,000		1,000			
0	62	0		8220	Operating Supplies	0		0			
360	746	500		8250	Small Tools & Minor Equipment	500		500			
290	507	500		8310	Advertising and Printing	500		500			
966	848	1,500		8320	Photocopying	1,500		1,500			
1,962	1,834	2,000		8330	Postage	2,000		2,000			
3,173	2,004	4,000		8340	Telephone	4,000		4,000			
562	607	700		8410	Dues, Memberships & Publications	700		700			
499	694	1,500		8420	Workshops and Conferences	2,750		2,750			
0	116	250		8430	Transportation	250		250			
1,322	1,152	1,500		8510	Professional Services	1,500		1,500			
25,277	25,713	26,665		8810	Rent Interdepartmental	28,327		28,327			
550	600	650		8820	Insurance Interdepartmental	700		700			
13,851	14,324	13,520		8830	Management Services Interdept.	12,241		12,241			
8,267	8,525	8,096		8840	Information Services Interdept.	8,995		8,995			
<b>58,087</b>	<b>58,361</b>	<b>62,381</b>			<b>Total Materials and Services</b>	<b>64,963</b>		<b>64,963</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>330,482</b>	<b>282,350</b>	<b>341,415</b>	<b>3.35</b>		<b>Total Department Expenses</b>	<b>363,565</b>	<b>3.35</b>	<b>363,565</b>	<b>3.35</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
231,149	199,837	227,000		6110	Federal Awards	240,000		240,000			
28,397	27,509	27,500		6130	State Operating Grants	27,000		27,000			
0	0	0		6140	State Shared Revenues	0		0			
4,181	4,231	4,000		6300	Charges for Services	4,000		4,000			
0	250	0		6600	Fines & Forfeitures	0		0			
<b>263,727</b>	<b>231,827</b>	<b>258,500</b>			<b>Total Revenues</b>	<b>271,000</b>		<b>271,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
<b>66,755</b>	<b>50,523</b>	<b>82,915</b>			<b>Expenditures less Revenue</b>	<b>92,565</b>		<b>92,565</b>		<b>0</b>	

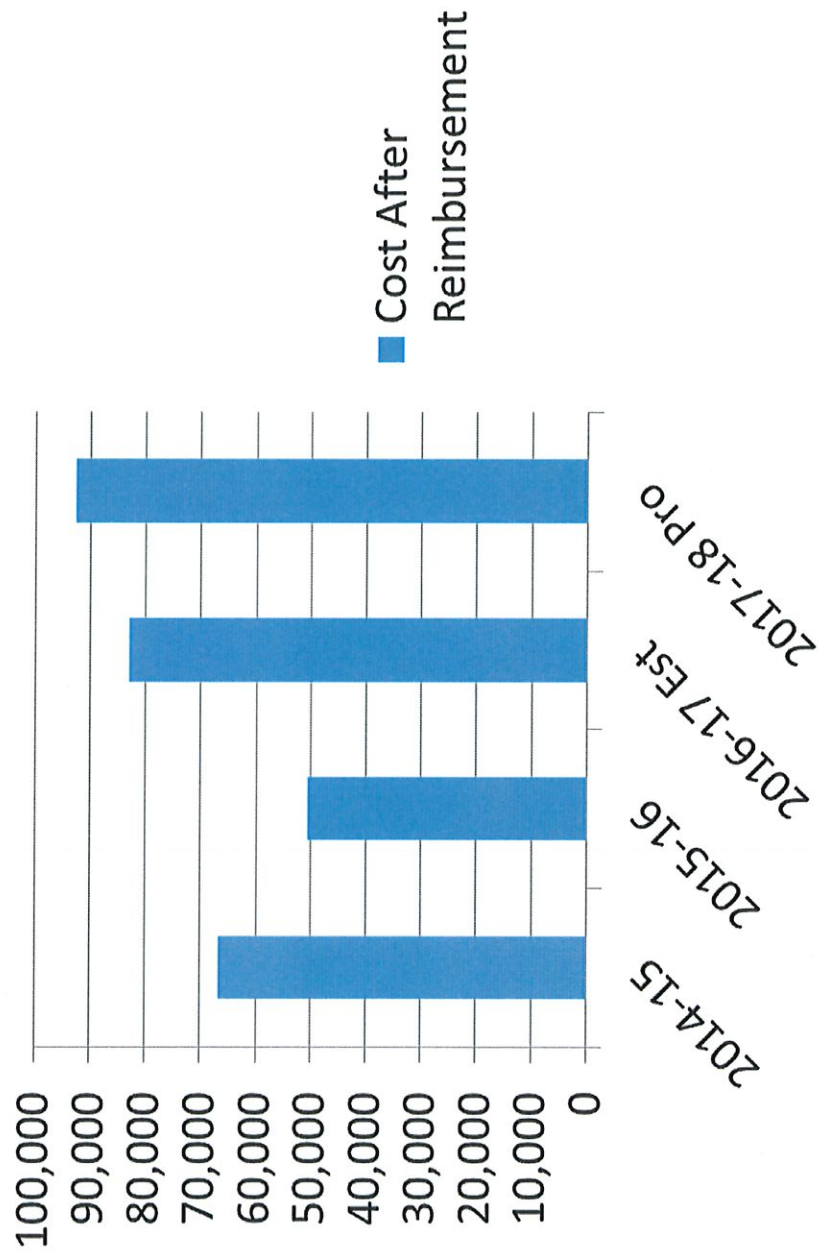
# Child Support

- Ongoing efforts are underway to continually improve the support enforcement process. These include revised procedures to better communicate with and engage delinquent parties when payments stop unexpectedly and before the support debt becomes unmanageably large.
- One new staff member who brought helpful expertise in dealing with pending social security claims, allowing a more nuanced analysis of debtors' ability to pay.
- Ongoing efforts to coordinate best practices in support enforcement among neighboring District Attorney Offices and state experts.
- Ongoing participation in the Oregon District Attorney's Association Child Support Oversight Committee. Oversight focused on maintaining continuity and high quality of service, limiting state overreach and protecting local enforcement of cases for county residents to ensure consistent support payments.

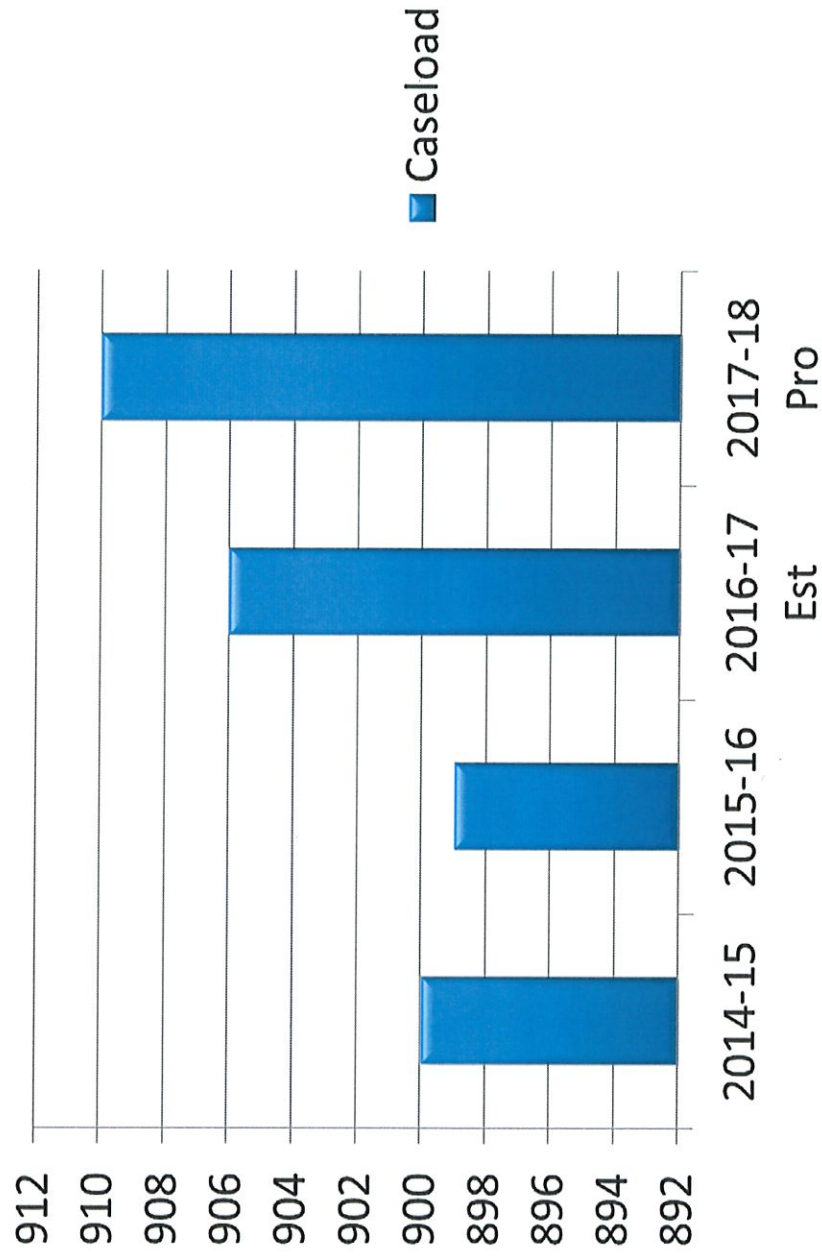
# CHILD SUPPORT COLLECTIONS



# CHILD SUPPORT COST TO COUNTY



# CHILD SUPPORT CASELOAD



**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
GENERAL FUND	DISTRICT ATTORNEY	VICTIM ASSISTANCE

**Program Description:**

The Victim Assistance Program was established to assist victims and witnesses in dealing with the criminal justice system and with the problems associated with having been the victim of a crime. The services provided by Victim Assistance are required under ORS 147.500(5) and the Oregon Constitution Art 1, §42(4).

**Program Goals or Objectives:**

1. Assure that every victim is notified of their rights.
2. Provide unbiased support to all victims and witnesses that request it.
3. Work with victims to process their restitution claims.
4. Accompany victims to court hearings

**Descriptive Statistics:**

Indicator	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Projected 2017-2018
Unduplicated Victims Served	403	764	1004	1220
Services Provided- telephone contact, in person contact and accompany to court hearing	3025	4883	6453	7004
Assistance with Restitution	18	78	227	278

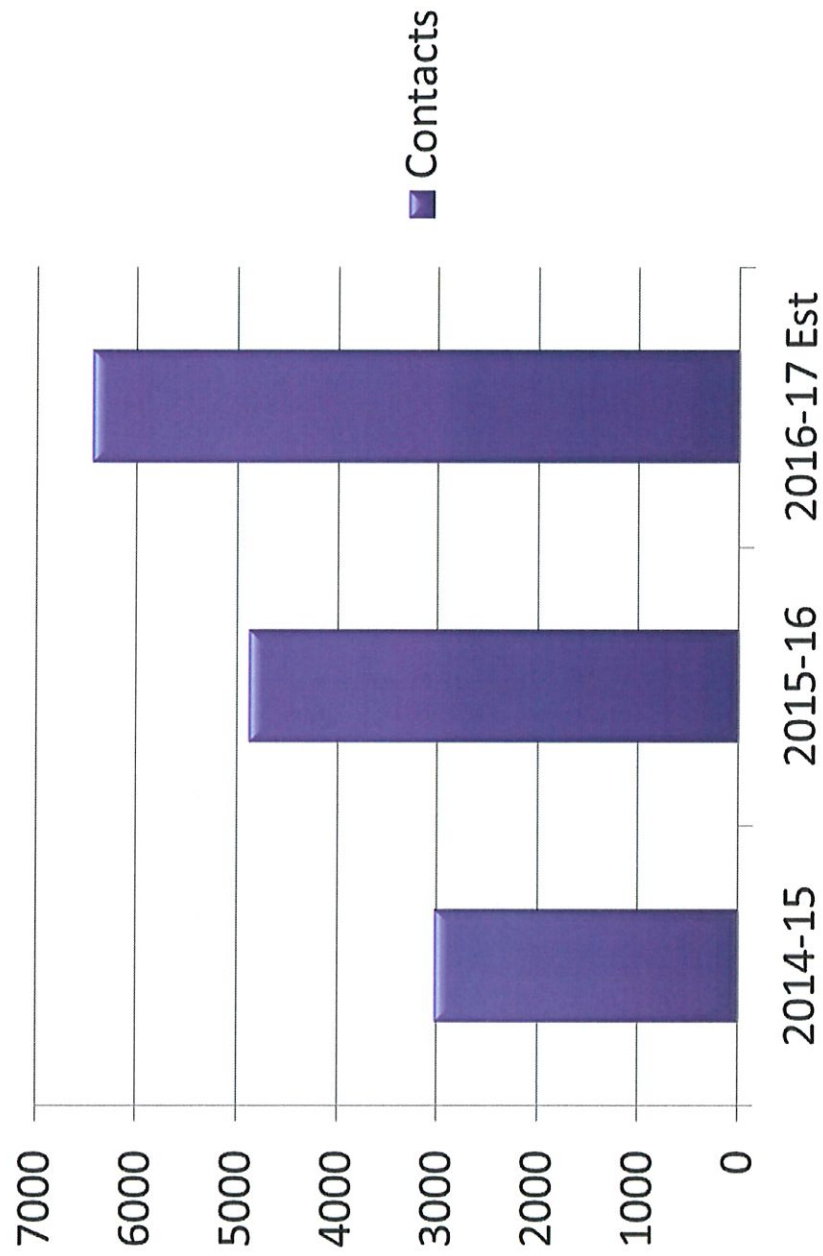
PROGRAM.FRM (1/5/92)

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

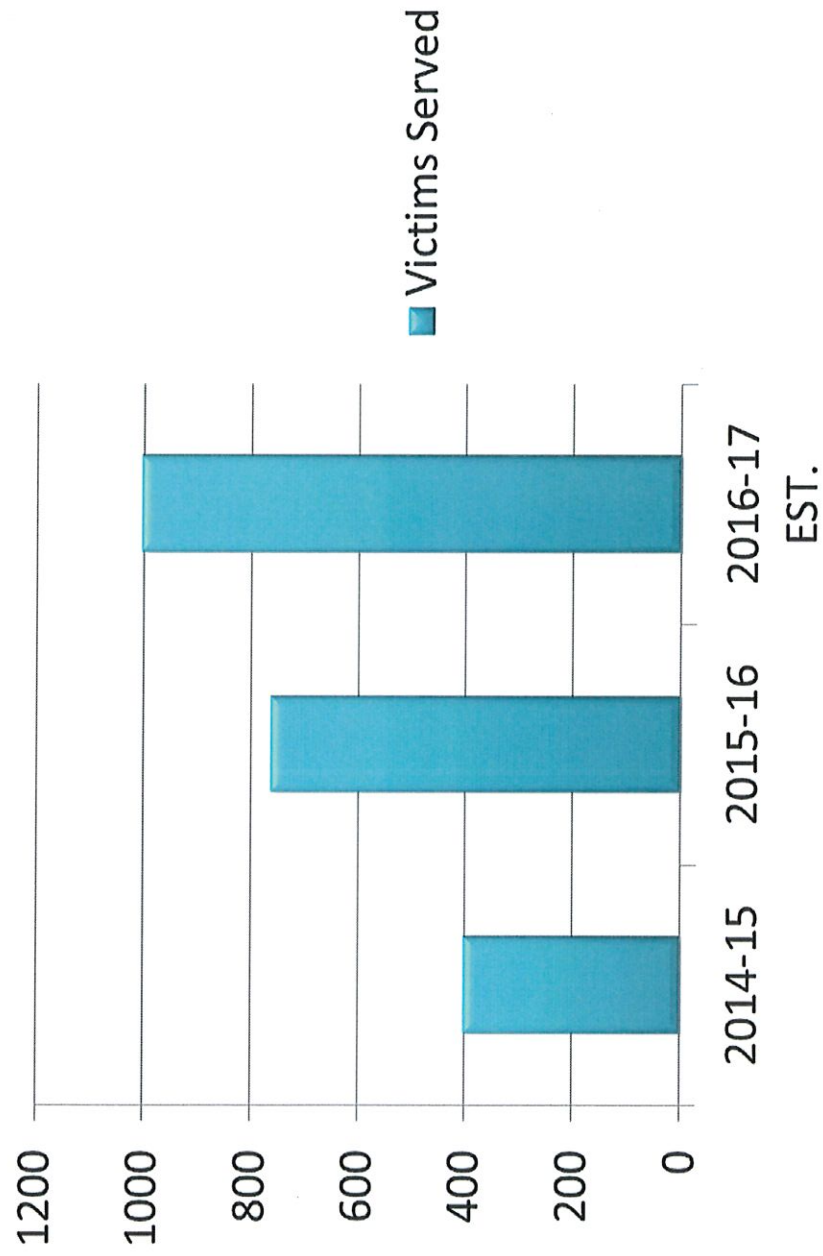
100 General	(Fund)
418 Victim's Assistance	(Divn)
410 District Attorney	(Dept)

FY 14-15	FY 15-16	FY 16-17	Acct.		FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE
<b>Expenditures</b>									
0	72,313	100,000	2.65	8010	Clerical/Admin. Specialist	132,654	3.70	132,654	3.70
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00
0	0	0		8080	Temporary/Part-Time	0		0	
0	1,460	0		8090	Overtime	2,500		2,500	
0	<b>73,773</b>	<b>100,000</b>	2.65		<b>Total Salaries</b>	<b>135,154</b>	3.70	<b>135,154</b>	3.70
0	12,738	21,000		8110	PERS-Retirement	32,437		32,437	0
0	5,409	7,650		8120	Social Security/Medicare	10,339		10,339	0
0	27,654	49,820		8140	Insurance	73,260		73,260	0
0	374	500		8150	Unemployment	676		676	0
0	82	160		8160	Workers Comp. Insurance	216		216	0
0	<b>120,030</b>	<b>179,130</b>	2.65		<b>Total Personal Services</b>	<b>252,082</b>	3.70	<b>252,082</b>	3.70
0	148	500		8210	Office Supplies	750		750	
0	2,090	6,000		8240	Software & Maintenance	6,000		6,000	
0	9,511	4,000		8250	Small Tools & Minor Equipment	2,500		2,500	
0	478	1,000		8310	Advertising and Printing	1,000		1,000	
0	678	1,500		8320	Photocopying	1,500		1,500	
0	861	1,500		8330	Postage	1,500		1,500	
0	1,072	2,000		8340	Telephone	1,500		1,500	
0	868	0		8410	Dues, Memberships & Publications	0		0	
0	150	1,000		8420	Workshops and Conferences	1,000		1,000	
0	0	200		8430	Transportation	200		200	
0	0	1,000		8510	Professional Services	1,000		1,000	
0	0	200		8580	Special Projects	200		200	
0	15,713	20,000		8810	Rent Interdepartmental	21,000		21,000	
0	600	600		8820	Insurance Interdepartmental	600		600	
0	9,324	6,916		8830	Management Services Interdept.	8,887		8,887	
0	5,525	3,748		8840	Information Services Interdept.	6,361		6,361	
0	<b>47,018</b>	<b>50,164</b>			<b>Total Materials and Services</b>	<b>53,998</b>		<b>53,998</b>	0
0	0	0		8948	Computers and Attachments	0		0	0
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>	<b>0</b>
0	<b>167,048</b>	<b>229,294</b>	2.65		<b>Total Department Expenses</b>	<b>306,080</b>	3.70	<b>306,080</b>	3.70
<b>Revenues</b>									
0	62,550	0		6110	Federal Awards	0		0	0
0	0	145,000		6130	State Operating Grants	125,000		125,000	
0	67,578	0		6140	State Shared Revenues	0		0	0
0	0	0		6300	Charges for Services	0		0	0
0	0	0		6750	Settlements	0		0	0
0	<b>130,128</b>	<b>145,000</b>			<b>Total Revenues</b>	<b>125,000</b>		<b>125,000</b>	<b>0</b>
<b>Net Cost of Program</b>									
0	36,920	84,294			Expenditures less Revenue	181,080		181,080	0

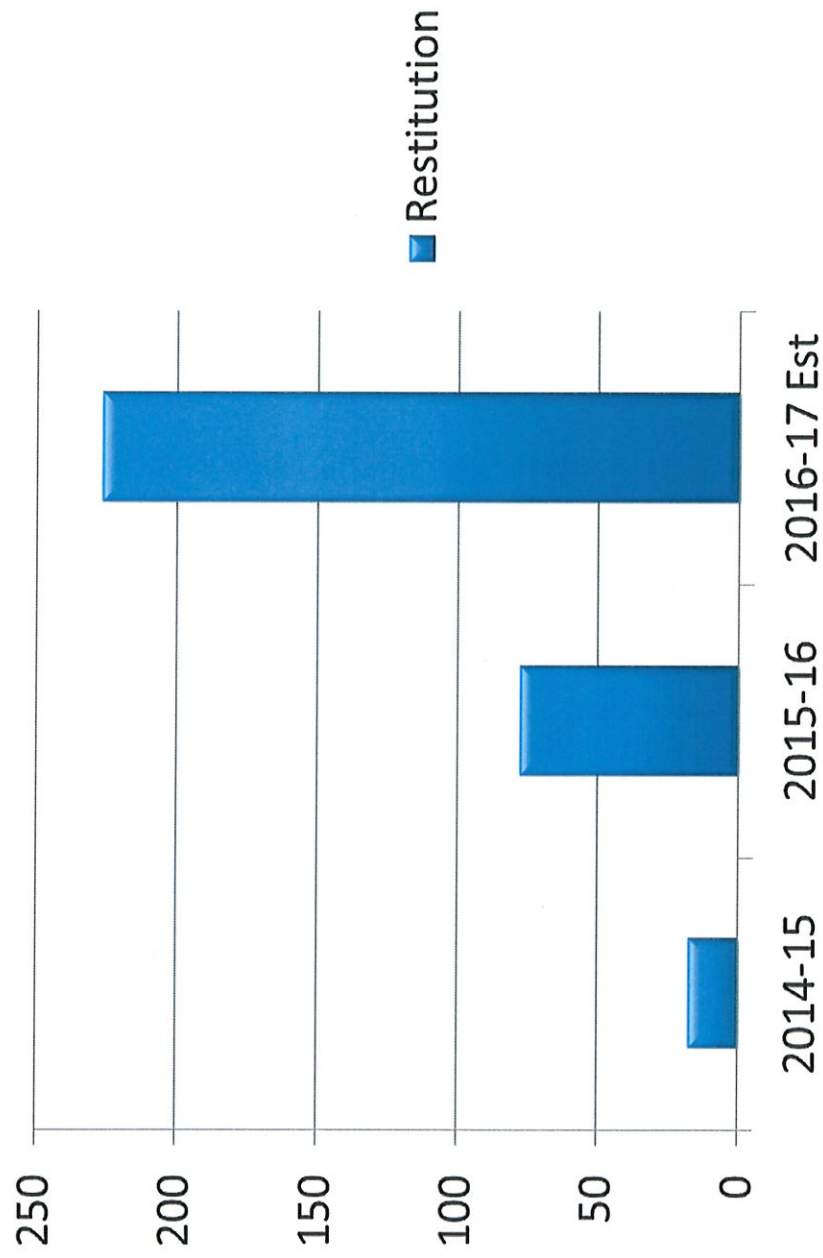
# Victim Contact



# Victims Served



# Assistance with Restitution



**POLK COUNTY  
PROGRAM SUMMARY**

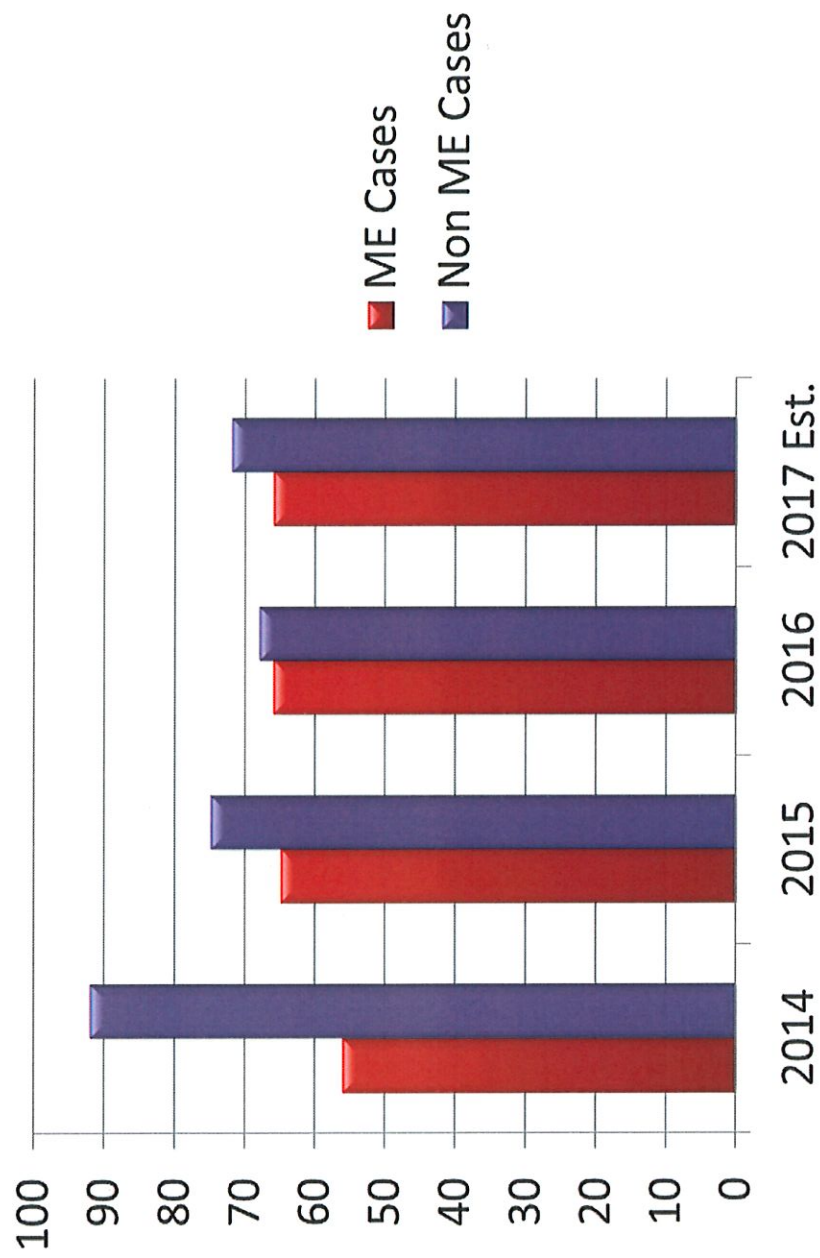
FUND	DEPARTMENT		DIVISION	
GENERAL FUND	DISTRICT ATTORNEY		MEDICAL EXAMINER	
Program Description:				
Provide services required by the State Medical Examiner and by the Oregon Revised Statutes.				
Program Goals or Objectives:				
1. Comply with all requirements of the State Medical Examiner. 2. Comply with all requirements outlines in the Oregon Revised Statutes.				
Indicator	Actual 2014	Actual 2015	Actual 2016	Projected 2017
Number of Medical Examiner Cases	56	65	66	66
Number of calls for Non-Medical Examiner Cases	92	75	68	72

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17		Acct.		FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
<b>Expenditures</b>											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0		0			
0	0	0	0.00	8030	Professional/Technical	0		0			
0	0	0	0.00	8040	Management/Supervisory	0		0			
29,390	30,300	29,000		8080	Temporary/Part-Time	40,000		40,000			
0	0	0		8090	Overtime	0		0			
<b>29,390</b>	<b>30,300</b>	<b>29,000</b>	<b>0.00</b>		<b>Total Salaries</b>	<b>40,000</b>	<b>0.00</b>	<b>40,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
569	122	2,175		8110	PERS-Retirement	3,000		3,000		0	
2,251	2,360	2,219		8120	Social Security/Medicare	3,060		3,060		0	
0	0	0		8140	Insurance	0		0		0	
131	132	145		8150	Unemployment	200		200		0	
29	30	54		8160	Workers Comp. Insurance	74		74		0	
<b>32,370</b>	<b>32,944</b>	<b>33,592</b>	<b>0.00</b>		<b>Total Personal Services</b>	<b>46,334</b>	<b>0.00</b>	<b>46,334</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
0	0	0		8210	Office Supplies	0		0		0	
716	367	1,000		8220	Operating Supplies	1,000		1,000			
790	0	400		8250	Small Tools & Minor Equipment	498		498			
0	0	0		8310	Advertising and Printing	0		0			
0	0	0		8320	Photocopying	0		0			
0	0	0		8330	Postage	0		0			
527	578	550		8340	Telephone	1,000		1,000			
0	0	0		8410	Dues, Memberships & Publicatns	0		0			
0	326	1,000		8420	Workshops and Conferences	1,000		1,000			
873	1,105	800		8430	Transportation	800		800			
0	0	0		8510	Professional Services	0		0			
0	0	0		8520	Medical Care	0		0			
3,000	3,000	3,000		8540	Contract Services	3,000		3,000			
0	0	0		8810	Rent Interdepartmental	0		0			
0	0	0		8820	Insurance Interdepartmental	0		0			
1,273	1,003	1,448		8830	Management Services Interdept.	1,368		1,368			
0	0	0		8840	Information Services Interdept.	0		0			
<b>7,179</b>	<b>6,379</b>	<b>8,198</b>			<b>Total Materials and Services</b>	<b>8,666</b>		<b>8,666</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>39,549</b>	<b>39,323</b>	<b>41,790</b>	<b>0.00</b>		<b>Total Department Expenses</b>	<b>55,000</b>	<b>0.00</b>	<b>55,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
0	0	0		6110	Federal Awards	0		0		0	
0	0	0		6130	State Operating Grants	0		0		0	
0	0	0		6140	State Shared Revenues	0		0		0	
0	0	0		6170	Intergovernmental Local	0		0		0	
0	0	0		6300	Charges for Services	0		0		0	
0	0	0		6750	Settlements	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Revenues</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>Net Cost of Program</b>											
39,549	39,323	41,790			Expenditures less Revenue	55,000		55,000		0	

# MEDICAL EXAMINER



# Medical Examiner

- Deputy Medical Examiners (DME) work both independently through statutory authority and at the direction of the DA to investigate homicide and other cases of suspicious death or injury.
- Polk County retains five DMEs who serve during regular and on-call after hours to assist LEA and the DA's Office as required
- Two additional DME's were added in 2016 to plan ahead for case uptick, succession planning and a transition away from joint resource sharing with Marion County.

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
CAMI Grant	DISTRICT ATTORNEY	CAMI

**Program Description:**

Incorporated into the 2002-2003 budget, CAMI (Child Abuse Multi-Disciplinary Intervention Team) was created in 1995 pursuant to ORS 418.747. The program has receives a non-competitive grant to address child abuse issues.

**Program Goals or Objectives:**

The increase the collaborative efforts between law enforcement, protective service agencies and educational facilities to reduce child abuse throughout the County.

**Descriptive Statistics:**

Indicator	Actual 2015-16	Estimated 2016-17	Projected 2017-18	
Suspicious Phys Injury	74	88	81	
Medical Assessments	63	61	62	
Review for Prosecution	13	24	18	

PROGRAM.FRM (1/5/92)

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0	0.00	8010	Clerical/Admin. Specialist	7,340	0.20	7,340	0.20		0.00
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		0.00
19,879	19,992	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00		0.00
0	0	20,000		8080	Temporary/Part-time	0		0			
765	769	1,000		8090	Overtime	1,000		1,000			
<b>20,644</b>	<b>20,761</b>	<b>21,000</b>	0.00		<b>Total Salaries</b>	<b>8,340</b>	0.20	<b>8,340</b>	0.20	<b>0</b>	0.00
4,073	4,802	4,410		8110	PERS-Retirement	2,043		2,043		0	
1,493	1,498	1,605		8120	Social Security/Medicare	638		638		0	
5,892	6,195	0		8140	Insurance	3,960		3,960		0	
103	104	84		8150	Unemployment	33		33		0	
22	22	42		8160	Workers Comp. Insurance	17		17		0	
<b>32,227</b>	<b>33,382</b>	<b>27,141</b>	0.00		<b>Total Personal Services</b>	<b>15,031</b>	0.20	<b>15,031</b>	0.20	<b>0</b>	0.00
0	34	250		8210	Office Supplies	250		250			
3,107	176	500		8220	Operating Supplies	500		500			
0	0	1,000		8250	Small Tools & Minor Equipment	1,000		1,000			
53	55	700		8310	Advertising & Printing	700		700			
0	0	50		8330	Postage	50		50			
0	0	50		8340	Telephone	50		50			
9,756	14,003	16,000		8420	Workshops and Conferences	16,000		16,000			
0	0	0		8430	Transportation	0		0			
13,541	3,367	15,000		8510	Professional Services	11,000		11,000			
50,690	52,638	55,000		8540	Contract Services	55,000		55,000			
797	98	9,692		8580	Special Projects	10,603		10,603			
0	0	0		8610	Repairs and Maintenance	0		0			
0	343	0		8730	Misc. Fees & Premiums	0		0			
2,797	3,796	3,367		8830	Management Services Interdept.	2,516		2,516			
0	0	0		8840	Information Services Interdept.	0		0			
<b>80,741</b>	<b>74,510</b>	<b>101,609</b>			<b>Total Materials and Services</b>	<b>97,669</b>		<b>97,669</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>112,968</b>	<b>107,892</b>	<b>128,750</b>	0.00		<b>Total Department Expenses</b>	<b>112,700</b>	0.20	<b>112,700</b>	0.20	<b>0</b>	0.00
<b>Revenues</b>											
16,494	10,617	10,000		6000	Beginning Balance	10,000		10,000			
107,091	113,445	118,750		6130	State Operating Grant	102,700		102,700			
0	0	0		6600	Fines & Forfeitures	0		0			
0	0	0		6990	Miscellaneous	0		0			
<b>123,585</b>	<b>124,062</b>	<b>128,750</b>			<b>Total Revenues</b>	<b>112,700</b>		<b>112,700</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(10,617)	(16,170)	(0)			Expenditures less Revenue	0		0		0	

TO: Commissioner Craig Pope  
Greg Hansen, Administrative Officer

FROM: CASA of Polk County, Inc.

DATE: December 6, 2016

REF: Sustainable Grant Request

Gentlemen:

In support of a sustainable grant request by CASA of Polk County, Inc., listed below are major expenses included in our 2017 capacity building process:

1. Rent of \$22,000 beginning July 1, 2017 to June 30, 2018.
2. Insurance of \$2,700 for commercial general liability, management indemnity coverage and workers compensation.
3. CPA services of \$6,000 to advance to reviewed year-end financial statements from compilation statements.
4. Continuance of grant writer services of \$5,000 that will include cost of writing 4 major requests to primarily cover cost of payroll that will amount to \$45,000. That amount is before any increase in pay for the Executive Director and Administrative Assistant and the addition of a Volunteer Manager in 2017.

Though those positions are administrative in nature, each have time involved in the CASA program itself; especially the 100% time of the Volunteer Manager. Our data entry system is now capable of capturing hours and thus dollars devoted to the CASA program; the total of which will be known by 2016 year-end for an accurate administrative ratio.

Other expected major expenses would include the services of a professional bookkeeper and the liquidation of a \$5,100 note payable.



Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17	Acct.			FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
<b>Expenditures</b>										
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	
0	0	0		8080	Temporary/Part-time	0		0		
0	0	0		8090	Overtime	0		0		
0	0	0	0.00		<b>Total Salaries</b>	0	0.00	0	0.00	0 0.00
0	0	0		8110	PERS-Retirement	0		0		0
0	0	0		8120	Social Security/Medicare	0		0		0
0	0	0		8140	Insurance	0		0		0
0	0	0		8150	Unemployment	0		0		0
0	0	0		8160	Workers Comp. Insurance	0		0		0
0	0	0	0.00		<b>Total Personal Services</b>	0	0.00	0	0.00	0 0.00
0	0	0		8210	Office Supplies	0		0		
0	0	0		8220	Operating Supplies	0		0		
0	0	0		8250	Small Tools & Minor Equipment	0		0		
0	0	0		8310	Advertising and Printing	0		0		
1,585	0	0		8320	Photocopying	0		0		
602	0	0		8330	Postage	0		0		
377	0	0		8340	Telephone	0		0		
0	0	0		8410	Dues, Memberships & Publication	0		0		
0	0	0		8420	Workshops and Conferences	0		0		
0	0	0		8430	Transportation	0		0		
0	0	0		8510	Professional Services	0		0		
20,400	0	0		8540	Contract Services	0		0		
0	25,000	15,000		8580	Special Projects	30,000		20,000		
0	0	0		8610	Repairs and Maintenance	0		0		
1,030	0	0		8830	Management Services	0		0		
23,994	25,000	15,000			<b>Total Materials and Services</b>	30,000		20,000		0
0	0	0		8948	Computers and Attachments	0		0		
0	0	0			<b>Total Capital Outlay</b>	0		0		0
23,994	25,000	15,000	0.00		<b>Total Department Expenses</b>	30,000	0.00	20,000	0.00	0 0.00
<b>Revenues</b>										
23,669	0	0		6130	State Operating Grants	0		0		
0	0	0		6980	Donations	0		0		
0	0	0		6990	Miscellaneous	0		0		
0	0	0		7920	Transfer from Other Fund	0		0		
23,669	0	0			<b>Total Revenues</b>	0		0		0
<b>Net Cost of Program</b>										
325	25,000	15,000			Expenditures less Revenue	30,000		20,000		0

**CASA of Polk County, Inc.**

**1 – 5 Year Strategic Plan**

**Approved by Board of Directors December 2016**

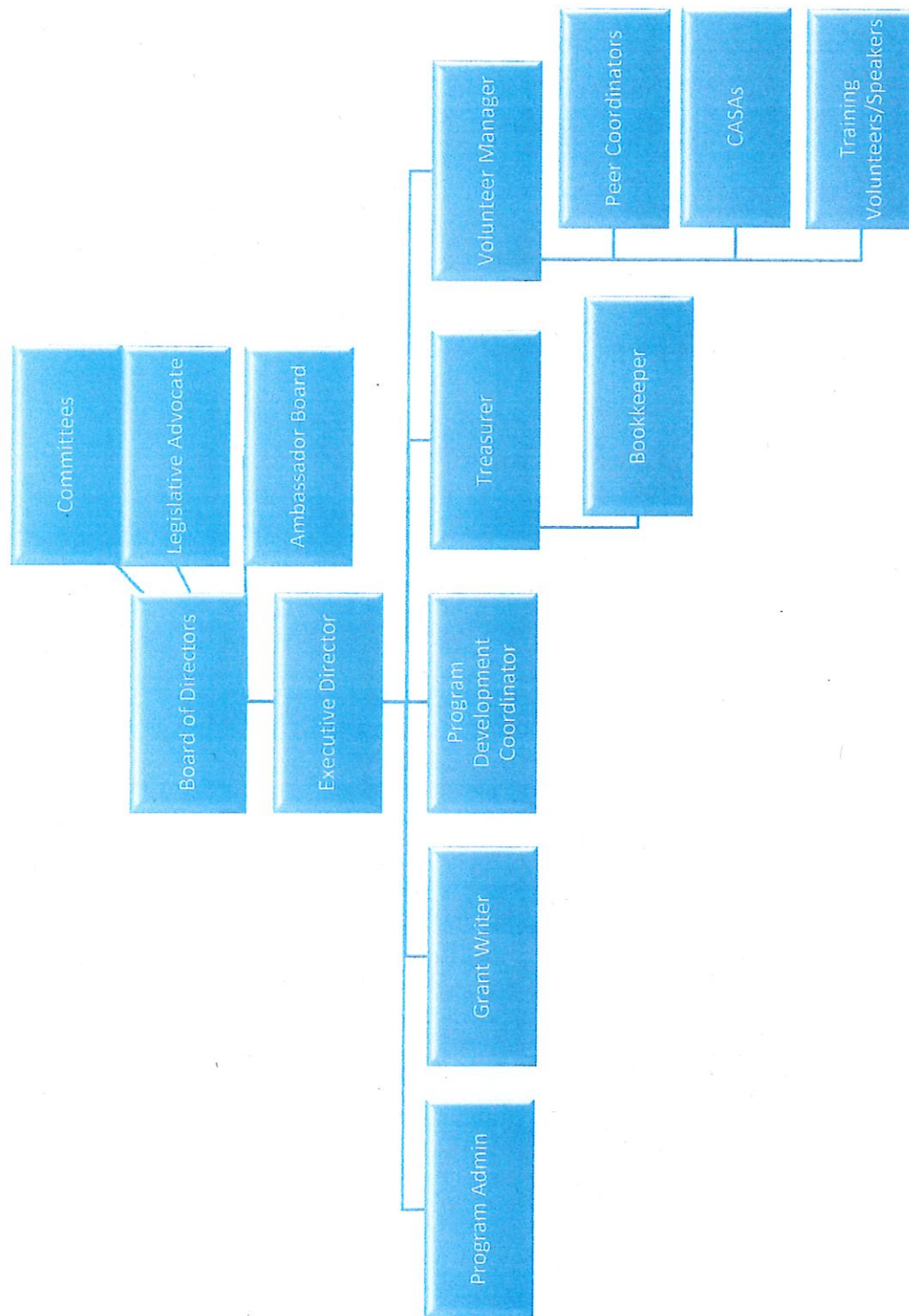
**I. Organizational Chart**

**II. 1-5 Year Strategic Goals**

**III. Goals**

1. Create Volunteer Manager position within 2 years
2. Create Board Diversity based on demographics of Polk County; have complete diverse board within 5 years
3. Increase Board of Directors members from 9 to 15 within 5 years
4. Host 1-2 CASA Recruitment Events per year for next 5 years
5. Host 1-5 Community presentations per year for CASA recruitment for next 5 years
6. Keep Grant Writer position for next 5 years
7. Create Program Development Coordinator position within 2 years
8. Increase Sponsorship - \$250 per year (monies) and \$250 per year (in-kind services) for next 5 years
9. Increase donations \$500 per year to have a \$2,500 increase in year 5
10. Create a monthly giving website page and/or pledge drive within 1 year
11. Event revenues to clear \$10,000 after expenses of events (per year) for next 5 years
12. Host 3 "BIG" Events per year (Golf Tournament, Charity/Auction Dinner, and Christmas Tree Lot) for next 5 years
13. Host 3 "Small" Events per year for next 5 years
14. Create new Bookkeeping position within 2 years
15. Receive/obtain \$30,000 from Polk County per year for next 5 years
16. Increase revenue (from 2016)
  - \$25,000 year 1
  - \$31,250 year 2
  - \$37,500 year 3
  - \$43,750 year 4
  - \$50,000 year 5
17. Begin forming basis for Legislative Advocate position within 2 years
18. Update National CASA Curriculum within 2 years
19. All CASA's attend minimum of 12 hours of continuing education per year for next 5 years
20. Continue ICWA (Indian Child Welfare Act) education/training – have 6 'dual' CASAs trained within 3 years

# ORGANIZATION CHART – CASA OF POLK COUNTY, INC.



**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
General	Sheriff		Emergency Management	
Program Description:				
The County is required by Oregon Statutes to have an Emergency Management Program. The Emergency Management Program is federally subsidized and supports two half-time positions. The program provides the planning, training, and coordination of all emergency services at incidents of both man-made and natural disaster. During times of emergency, the Sheriff is designated as the Emergency Management Director and all resources are under his direct supervision.				
Program Goals or Objectives:				
<p><u>Mitigation:</u> Identify, reduce, or eliminate substantial damage from accidents, incidents and natural or man made disasters.</p> <p><u>Preparedness:</u> Develop plans for the effective coordination and assignment of responsibilities for emergency responders.</p> <p><u>Response:</u> Coordinate emergency services, county assets, state and federal resources in response to accident, incident or natural or man made disasters to protect lives, property and the environment.</p> <p><u>Recovery:</u> Provide direction and guidance for county officials, residents, property and business owners for proper and timely submission of requests for assistance.</p>				
Descriptive Statistics:				
Indicator	Actual 2014	Actual 2015	Actual 2016	Projected 2017
Simulated Training Hours	1850	1900	2040	2150
Exercise Technological	3	3	0	2
Exercise Hazmat	0	0	1	1
Exercise Natural Hazard	3	2	2	2
Exercise Search and Rescue	3	2	2	2
Exercise ICS	0	0	1	1
Exercise Terrorism	0	0	1	1
Actual EM Occurrences	2	2	2	2
Search and Rescue Missions	5	4	7	5
Hazmat Actual	0	0	0	0
Flood Stage on Rivers	3	2	3	3
Severe Weather Events	4	4	8	6

PROGRAM.FRM(1/5/92)

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

100 General	(Fund)
440 Emergency Management	(Divn)
430 Sheriff	(Dept)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
22,082	22,872	24,268	0.50	8010	Clerical/Admin. Specialist	4,800	0.10	4,800	0.10		
0	0	0		8030	Professional/Technical	0	0.00	0	0.00		
89,543	94,575	90,352	1.00	8040	Management/Supervisory	96,248	1.00	96,248	1.00		
0	0	0		8080	Temporary/Part-time	0		0			
2,920	3,022	2,500		8090	Overtime	3,500		3,500			
<b>114,545</b>	<b>120,469</b>	<b>117,120</b>	<b>1.50</b>		<b>Total Salaries</b>	<b>104,548</b>	<b>1.10</b>	<b>104,548</b>	<b>1.10</b>	<b>0</b>	<b>0.00</b>
16,506	19,238	24,595		8110	PERS-Retirement	25,092		25,092		0	
8,591	9,001	8,960		8120	Social Security/Medicare	7,998		7,998		0	
16,165	17,811	29,700		8140	Insurance	23,100		23,100		0	
582	612	586		8150	Unemployment	523		523		0	
2,837	3,046	2,928		8160	Workers Compensation Insurance	2,614		2,614		0	
<b>159,226</b>	<b>170,177</b>	<b>183,888</b>	<b>1.50</b>		<b>Total Personal Services</b>	<b>163,874</b>	<b>1.10</b>	<b>163,874</b>	<b>1.10</b>	<b>0</b>	<b>0.00</b>
998	432	500		8210	Office Supplies	500		500			
2,453	38,002	1,500		8220	Operating Supplies	1,500		1,500			
2,363	1,650	2,500		8225	Fuels and Lubricants	2,500		2,500			
0	86	0		8240	Software & Maintenance	5,000		5,000			
5,232	9,530	5,000		8250	Small Tools & Equipment	5,000		5,000			
0	0	200		8310	Advertising and Printing	200		200			
70	67	500		8320	Photocopying	500		500			
66	57	200		8330	Postage	200		200			
2,850	1,868	1,500		8340	Telephone	1,500		1,500			
13,601	14,020	12,000		8350	Utilities	12,000		12,000			
420	1,745	500		8410	Dues, Memberships & Publications	500		500			
4,584	4,973	5,000		8420	Workshops and Conferences	5,000		5,000			
1,206	337	4,000		8510	Professional Services	4,000		4,000			
252	480	500		8550	Contracts-Other Public Agencies	500		500			
322,035	192,394	200,000		8580	Special Projects	175,000		175,000			
20,409	17,574	10,000		8610	Repairs and Maintenance	10,000		10,000			
4,213	2,782	2,000		8612	Vehicle Maint.-Sheriff	2,000		2,000			
6,741	6,857	7,111		8810	Rent Interdepartmental	7,554		7,554			
500	550	600		8820	Insurance Interdepartmental	650		650			
13,390	13,717	12,230		8830	Management Services Interdept.	13,185		13,185			
9,205	9,726	9,148		8840	Information Services Interdept	9,022		9,022			
<b>410,588</b>	<b>316,847</b>	<b>274,989</b>			<b>Total Materials and Services</b>	<b>256,311</b>		<b>256,311</b>		<b>0</b>	
0	0	0		8920	Buildings	0		0		0	
0	0	0		8948	Computers and Attachments	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>569,814</b>	<b>487,024</b>	<b>458,877</b>	<b>1.50</b>		<b>Total Department Expenses</b>	<b>420,185</b>	<b>1.10</b>	<b>420,185</b>	<b>1.10</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
315,112	202,116	200,000		6110	Federal Grants	175,000		175,000			
0	0	93,000		6170	Intergovernmental Local	93,000		93,000			
174	0	0		6300	Charges for Services	0		0			
136,300	160,756	160,000		6310	Charges for Services-Rental	160,000		160,000			
0	0	0		6750	Settlements	0		0			
0	103	0		6990	Miscellaneous	0		0			
<b>451,586</b>	<b>362,975</b>	<b>453,000</b>			<b>Total Revenues</b>	<b>428,000</b>		<b>428,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
118,228	124,049	5,877			Expenditures less Revenue	(7,815)		(7,815)		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MARINE PATROL	Sheriff	Marine Patrol		
Program Description:				
The Marine Patrol is responsible for patrolling the 42 miles of the Willamette River that forms the eastern boundary of Polk County. The Marine Patrol enforces all marine and boating laws, performs search and rescue operations, and conducts inspections of privately owned boats operation on the river. The Marine Patrol is presently a seasonal program supported by both State Marine Board funds and County funds and/or "in-kind" match. The Sheriff administers the program: work is performed by paid Reserve Deputies who report to the Marine Coordinator who is the County Emergency Manager and also a Reserve Deputy and Boat Captain.				
Program Goals or Objectives:				
Enforcement; enforcing all pertinent marine laws when violations are observed of reported.				
Compliance; gain voluntary compliance of licensing and equipment requirements or take enforcement action.				
Search and Rescue; provide assistance to the public using the waterways who are injured or in distress and search for lost or missing persons,				
Descriptive Statistics:				
Indicator	Actual 2014	Actual 2015	Actual 2016	Projected 2017-18
Boat Inspections (All)	1194	1090	1000	1100
Written Inspections	183	108	103	125
HIN Inspections	28	13	15	20
Citations	33	32	64	60
Patrol Hours	631	667	591	600
Marine SAR Missions	4	4	5	4
Other Contacts (est)	2425	2000	1900	2000

PROGRAM.FRM (1/5/92)

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
2,784	2,933	2,930	0.05	8010	Clerical/Admin. Specialist	3,209	0.05	3,209	0.05		
28,911	27,847	35,000		8030	Professional/Technical	36,000		36,000			
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00		
1,279	(1,910)	0		8080	Temporary/Part-time	0		0			
0	413	0		8090	Overtime	0		0			
<b>32,974</b>	<b>29,283</b>	<b>37,930</b>	<b>0.05</b>		<b>Total Salaries</b>	<b>39,209</b>	<b>0.05</b>	<b>39,209</b>	<b>0.05</b>	<b>0</b>	<b>0.00</b>
4,784	4,674	7,965		8110	PERS-Retirement	9,410		9,410		0	
2,632	2,074	2,902		8120	Social Security/Medicare	2,999		2,999		0	
2,897	3,296	990		8140	Insurance	1,050		1,050		0	
159	156	190		8150	Unemployment	196		196		0	
795	780	1,517		8160	Workers Compensation Insurance	1,568		1,568		0	
<b>44,241</b>	<b>40,263</b>	<b>51,494</b>	<b>0.05</b>		<b>Total Personal Services</b>	<b>54,433</b>	<b>0.05</b>	<b>54,433</b>	<b>0.05</b>	<b>0</b>	<b>0.00</b>
0	0	100		8210	Office Supplies	44		44			
5,949	2,393	2,500		8220	Operating Supplies	2,500		2,500			
4,033	3,432	8,000		8225	Fuels and Lubricants	5,000		5,000			
0	814	0		8250	Small Tools & Minor Equipment	800		800			
0	0	0		8310	Advertising & Printing	0		0			
0	0	0		8340	Telephone	0		0			
240	305	200		8350	Utilities	300		300			
625	625	700		8410	Dues, Memberships & Publicatns	700		700			
1,159	1,245	1,500		8420	Workshops and Conferences	1,500		1,500			
960	958	0		8550	Contracts - Other Public Agencies	500		500			
0	0	0		8580	Special Projects	0		0			
3,480	237	1,894		8610	Repairs and Maintenance	1,800		1,800			
8,744	4,397	8,000		8612	Vehicle Maint.-Sheriff	8,000		8,000			
0	0	0		8616	Vehicle Set-up	0		0			
575	600	600		8820	Insurance Interdepartmental	650		650			
4,274	4,439	4,012		8830	Management Services Interdept.	3,773		3,773			
<b>30,039</b>	<b>19,445</b>	<b>27,506</b>			<b>Total Materials and Services</b>	<b>25,567</b>		<b>25,567</b>		<b>0</b>	
0	0	0		8920	Buildings	0		0		0	
0	0	0		8944	Vehicles	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>74,280</b>	<b>59,708</b>	<b>79,000</b>	<b>0.05</b>		<b>Total Department Expenses</b>	<b>80,000</b>	<b>0.05</b>	<b>80,000</b>	<b>0.05</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
7,145	10,159	7,500		6000	Beginning Fund Balance	7,500		7,500			
0	0	0		6110	Federal Awards	0		0			
72,294	60,698	66,500		6130	State Operating Grants	67,500		67,500			
0	0	0		6990	Miscellaneous	0		0			
5,000	5,000	5,000		7900	Operating Transfers In	5,000		5,000			
<b>84,439</b>	<b>75,857</b>	<b>79,000</b>			<b>Total Revenues</b>	<b>80,000</b>		<b>80,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(10,159)	(16,149)	(0)			Expenditures less Revenue	0		0		0	

**POLK COUNTY**  
**PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
GENERAL FUND	Sheriff	POINT		
Program Description:				
Polk County Interagency Narcotics Team (POINT) This is a special investigation unit comprised of officers from local agencies to include Independence, Monmouth, Dallas, Oregon State Police and the Sheriff's Office with FTE assigned to investigate and arrest individuals manufacturing and dealing illegal drugs in Polk County.				
Program Goals or Objectives:				
Utilization of specialized and undercover police operations designed to identify individuals involved in illegal drug activity, to include those who profit from such activity. Through aggressive enforcement locally and with joint efforts involving other drug teams from neighboring counties it is the goal to reduce drug manufacturing, used and delivery of illegal drugs. Further, through enforcement to introduce individuals addicted to illegal drug activity opportunities to enter drug treatment programs and return to productive lives.				
Descriptive Statistics:				
Indicator	Actual 2014*	Actual 2015	Actual 2016**	Projected 2017
Total Case Numbers Assigned	35	0	40	95
Total Number of Arrests	59	0	44	100
Total Number of Cleared Cases	65	0	40	90
Civil Forfeiture Cases Opened	***	0	3	10
CF Cases Resolved	***	0	2	8
* POINT took its last case on 06/05/14 and the team shut down due to lack of dedicated staffing on 06/26/14.  ** POINT started back up in July of 2016 with a staffing level of four (4) investigators.		***This is a newly established category as of 2016, so the former year stats were unavailable for 2014. POINT was not in existence in 2015.		

PROGRAM.FRM (1/5/92)

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

120 P.O.I.N.T. Fund	(Fund)
432 P.O.I.N.T.	(Divn)
430 Sheriff	(Dept)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0		8010	Clerical/Admin. Specialist	0		0		0	
0	0	0		8030	Professional/Technical	0		0		0	
0	0	0		8040	Management/Supervisory	0		0		0	
0	0	0		8080	Temporary/Part-time	0		0		0	
0	0	0		8090	Overtime	0		0		0	
0	0	0	0.00		<b>Total Salaries</b>	0	0.00	0	0.00	0	0.00
0	0	0		8110	PERS-Retirement	0		0		0	
0	0	0		8120	Social Security/Medicare	0		0		0	
0	0	0		8140	Insurance	0		0		0	
0	0	0		8150	Unemployment	0		0		0	
0	0	0		8160	Workers Comp. Insurance	0		0		0	
0	0	0	0.00		<b>Total Personal Services</b>	0	0.00	0	0.00	0	0.00
0	26	0		8210	Office Supplies	0		0		0	
1,653	3,052	10,000		8220	Operating Supplies	10,000		10,000			
1,431	154	2,500		8225	Fuels & Lubricants	2,500		2,500			
0	120	4,000		8250	Small Tools & Minor Equip.	4,000		4,000			
272	0	0		8310	Advertising & Printing	0		0			
82	0	0		8320	Photocopying	0		0			
356	356	0		8340	Telephone	0		0			
6,493	0	10,000		8420	Workshops and Conferences	10,000		10,000			
0	0	0		8430	Transportation	0		0			
0	0	0		8510	Professional Services	0		0			
569	630	0		8550	Contract - Other Public Agencies	0		0			
1,999	0	113,686		8580	Special Projects	115,881		115,881			
0	2,808	500		8610	Repairs & Maintenance	500		500			
1,933	589	1,000		8612	Vehicle Maint.-Sheriff	1,000		1,000			
0	0	50		8740	Bank Charges	50		50			
3,202	3,425	3,392		8830	Management Services Interdept.	2,901		2,901			
5,407	5,396	4,872		8840	Information Services Interdept.	8,168		8,168			
23,397	16,556	150,000			<b>Total Materials and Services</b>	155,000		155,000		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	0		0		0	
23,397	16,556	150,000	0.00		<b>Total Department Expenses</b>	155,000	0.00	155,000	0.00	0	0.00
<b>Revenues</b>											
96,836	104,782	120,000		6000	Beginning Balance	125,000		125,000			
0	0	0		6110	Federal Awards	0		0			
0	0	0		6170	Intergovernmental Local Govt.	30,000		30,000			
30,000	25,000	30,000		6300	Charges for Services	0		0			
1,343	300	0		6600	Fines & Forfeitures	0		0			
0	1,733	0		6990	Miscellaneous	0		0			
0	0	0		7100	Proceeds from Sale of Assets	0		0			
128,179	131,815	150,000			<b>Total Revenues</b>	155,000		155,000		0	
<b>Net Cost of Program</b>											
(104,782)	(115,259)	0			Expenditures less Revenue	0		0		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
ANIMAL CONTROL	SHERIFF	PATROL

**Program Description:**

The Animal Control program is responsible for the education of the public and enforcement of laws and ordinances related to animal care, protection, and control. The primary emphasis is on public safety, providing basic dog control services and programs that educate, create incentives for owners to care for their animals responsibly and correct those who do not.

**Program Goals or Objectives:**

**Services:** Respond to all appropriate calls for service in a timely manner.

**Enforcement:** Uniformly enforce county ordinance and state statute related to animal control issues with emphasis on those affecting public health and safety.

**Compliance:** Patrol the county on a regular basis to help increase public awareness of the animal control program and to enforce county ordinance and state statute with the goal of enhanced compliance.

**Descriptive Statistics:**

Indicator	Actual 2014	Actual 2015	Actual 2016	Projected 2016
Calls For Service	1,862	1,878	1,697	1,800
Formal Action	751	545	196	300
Animals Impounded	417	223	140	325
Total License Accounts	16,122	17,002	17,790	17,900

There was a 10% decrease in calls for service in 2016. There was a decrease in impounded dogs. There was a status quo in calls regarding Animal Neglect and abuse. 15 animals were impounded due to search warrants and/or dog board. If current economic trends continue, there is an anticipated increase in neglect, abuse, and abandonment calls for service in 2017.

There was an increase in calls with regards to wildlife related to injured or dead deer and raptors (eagles, owls, hawks, and falcons). There was a noticeable increase in cougar and coyote incidents involving livestock in 2016.

Approximately 13% of the animal calls resulted in formal action such as an arrest, citation, dog board hearing or impoundment.

PROGRAM.FRM(1/5/92)

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
21,816	24,243	24,666	0.50	8010	Clerical/Admin. Specialist	25,192	0.50	25,192	0.50		
0	0	0	0.00	8020	Laborer	0	0.00	0	0.00		
48,355	50,108	49,500	0.90	8030	Professional/Technical	55,000	1.00	55,000	1.00		
0	0	0		8080	Temporary Part-time	0		0			
220	0	500		8090	Overtime	500		500			
<b>70,391</b>	<b>74,351</b>	<b>74,666</b>	<b>1.40</b>		<b>Total Salaries</b>	<b>80,692</b>	<b>1.50</b>	<b>80,692</b>	<b>1.50</b>	<b>0</b>	<b>0.00</b>
12,785	15,533	15,680		8110	PERS-Retirement	19,366		19,366		0	
5,130	5,411	5,712		8120	Social Security/Medicare	6,173		6,173		0	
25,648	28,012	27,720		8140	Insurance	31,500		31,500		0	
352	372	373		8150	Unemployment	403		403		0	
670	706	1,867		8160	Workers Compensation Insurance	1,982		1,982		0	
<b>114,976</b>	<b>124,385</b>	<b>126,019</b>	<b>1.40</b>		<b>Total Personal Services</b>	<b>140,116</b>	<b>1.50</b>	<b>140,116</b>	<b>1.50</b>	<b>0</b>	<b>0.00</b>
50	125	100		8210	Office Supplies	100		100			
409	605	432		8220	Operating Supplies	500		500			
2,916	2,184	3,200		8225	Fuels & Lubricants	3,000		3,000			
0	0	0		8250	Small Tools & Minor Equipment	0		0			
142	0	150		8310	Advertising and Printing	150		150			
23	22	100		8320	Photocopying	100		100			
1,203	1,270	1,500		8330	Postage	1,500		1,500			
1,162	1,117	1,000		8340	Telephone	1,000		1,000			
234	246	0		8350	Utilities	0		0			
0	0	0		8410	Dues, Memberships & Publications	0		0			
0	0	500		8420	Workshops and Conferences	500		500			
0	0	0		8510	Professional Services	0		0			
13,755	15,984	14,000		8540	Contract Services	14,000		14,000			
480	480	0		8550	Contract - Other Public Agencies	0		0			
0	0	0		8580	Special Projects	0		0			
0	40	0		8610	Repairs and Maintenance	0		0			
2,911	3,220	1,500		8612	Vehicle Maint. - Sheriff	1,500		1,500			
0	0	5,000		8616	Vehicle Set-up	0		0			
3,370	3,428	3,555		8810	Rent Interdepartmental	3,777		3,777			
675	700	750		8820	Insurance Interdepartmental	850		850			
6,663	6,915	6,631		8830	Management Services Interdept.	6,896		6,896			
6,385	6,452	6,563		8840	Information Services Interdept	7,011		7,011			
<b>40,378</b>	<b>42,788</b>	<b>44,981</b>			<b>Total Materials and Services</b>	<b>40,884</b>		<b>40,884</b>		<b>0</b>	
24	0	0		8920	Buildings	0		0		0	
0	0	27,500		8944	Vehicles	0		0		0	
<b>24</b>	<b>0</b>	<b>27,500</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>155,378</b>	<b>167,173</b>	<b>198,500</b>	<b>1.40</b>		<b>Total Department Expenses</b>	<b>181,000</b>	<b>1.50</b>	<b>181,000</b>	<b>1.50</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
17,515	12,329	20,000		6000	Beginning Fund Balance	20,000		20,000			
50,727	52,250	70,000		6200	Permits and Licenses	60,000		60,000			
1,785	432	0		6310	Charges for Services-Rental	0		0			
180	310	1,000		6600	Fines & Forfeitures	1,000		1,000			
0	0	0		6750	Settlements	0		0			
0	0	0		6990	Miscellaneous	0		0			
97,500	115,000	107,500		7900	Operating Transfers In	100,000		100,000			
<b>167,707</b>	<b>180,321</b>	<b>198,500</b>			<b>Total Revenues</b>	<b>181,000</b>		<b>181,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(12,329)	(13,148)	(0)			Expenditures less Revenue	0		0		0	

**POLK COUNTY**

PROGRAM SUMMARY FUND	DEPARTMENT	DIVISION		
GENERAL FUND	Sheriff	PATROL		
Program Description:				
Polk County Sheriff's Office - Patrol Division				
Program Goals or Objectives:				
<p>Mission: <i>Demonstrate leadership in our community by providing effective law enforcement services in which we promote, preserve, and deliver safety, security, and enhanced livability to those we serve.</i></p> <p>The New Vision: The Polk County Sheriff's Office provides sustainable quality programs and services that focus on the safety and security of our schools, homes, businesses and highways, which contribute to the quality of life for every segment of our community.</p> <p>To enhance the quality of life in Polk County through establishing open line of communication, encourage active participation in problem solving through partnerships to prevent and/or deter crime, apprehend and incarcerate offenders, recover and return property, provide for safe movement of traffic and enhance public safety within the community.</p> <p>To provide a Records and Civil service that expeditiously processes and executes the orders of the court and other civil processes delivered to the Sheriff, and which ensure the safety and security of all documents.</p>				
Descriptive Statistics:				
Indicator	Actual 2014	Actual 2015	Actual 2016	Projected 2017-18
Report / Case Numbers Taken	1,709	1,873	2,539	3,050
Dispatch Events * Generated (all activity)	14,169	13,621	20,933	25,000
Traffic citations/warnings	836	822	1687	2,025
Civil Documents Handled including CHL applications	3,260	3,620	3,974 2,256 civil 1,718 CHL	4,000 2,500 civil 1,800 CHL
Cases Cleared By Arrest	463	431	672	775
<p>Stats for 2016 show a decrease in major person to person crimes. Business burglaries showed a slight decrease while residential burglaries showed a slight increase. Overall, larceny (all theft categories) showed a slight increase across the board. Mental Health calls significantly increased and this can be attributed to the Mobile Crisis Team responding to calls in all jurisdictions with Polk County.</p>				
<p>Patrol returned to 20 hour coverage on January 10<sup>th</sup> and returned to 24 hour coverage on June 26<sup>th</sup>. Increased events and case numbers are a result of more staffing and the return to 24 hour coverage.</p>				

PROGRAM.FRM (1/5/92)

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
201,744	208,816	210,664	3.95	8010	Clerical/Admin. Specialist	277,000	5.35	277,000	5.35		
361,578	784,891	1,052,966	19.00	8030	Professional/Technical	1,094,981	19.00	1,094,981	19.00		
420,544	428,447	562,360	7.00	8040	Management/Supervisory	539,626	6.50	539,626	6.50		
96,748	100,500	103,500	1.00	8060	Elected Official	51,900	0.50	51,900	0.50		
19,945	6,582	5,000		8080	Temporary/Part-Time	5,000		5,000			
54,137	107,081	100,000		8090	Overtime	150,000		150,000			
<b>1,154,696</b>	<b>1,636,317</b>	<b>2,034,490</b>	<b>30.95</b>		<b>Total Salaries</b>	<b>2,118,507</b>	<b>31.35</b>	<b>2,118,507</b>	<b>31.35</b>	<b>0</b>	<b>0.00</b>
216,041	327,099	427,243		8110	PERS-Retirement	508,442		508,442		0	
87,286	122,913	155,638		8120	Social Security/Medicare	162,066		162,066		0	
234,346	375,070	612,810		8140	Insurance	658,350		658,350		0	
5,316	7,728	10,172		8150	Unemployment	10,593		10,593		0	
36,750	53,875	77,311		8160	Workers Compensation Insurance	80,503		80,503		0	
<b>1,734,435</b>	<b>2,523,002</b>	<b>3,317,664</b>	<b>30.95</b>		<b>Total Personal Services</b>	<b>3,538,460</b>	<b>31.35</b>	<b>3,538,460</b>	<b>31.35</b>	<b>0</b>	<b>0.00</b>
2,687	3,393	4,000		8210	Office Supplies	4,000		4,000			
36,369	99,595	54,000		8220	Operating Supplies	58,000		58,000			
99,928	38,010	68,000		8225	Fuels and Lubricants	50,000		50,000			
0	5,818	0		8240	Software & Maintenance	27,500		27,500			
6,982	33,076	16,725		8250	Small Tools & Minor Equip	16,725		16,725			
2,407	1,787	3,000		8310	Advertising and Printing	3,000		3,000			
5,407	5,732	7,000		8320	Photocopying	7,000		7,000			
7,114	5,581	6,500		8330	Postage	6,500		6,500			
11,964	14,766	15,000		8340	Telephone	15,000		15,000			
1,375	2,285	2,000		8410	Dues, Memberships & Publicatns	2,300		2,300			
8,811	10,942	17,000		8420	Workshops and Conferences	20,000		20,000			
(75)	0	500		8430	Transportation	0		0			
11,737	15,491	8,000		8510	Professional Services	12,000		12,000			
169,511	184,340	245,000		8550	Contracts-Other Public Agency	225,000		225,000			
5,000	13,572	7,500		8580	Special Projects	5,000		5,000			
551	43,993	5,000		8610	Repairs and Maintenance	8,000		8,000			
45,392	55,145	65,000		8612	Vehicle Maint.-Sheriff	65,000		65,000			
6,722	81,911	30,000		8616	Vehicle - Set Up	32,000		32,000			
1,905	715	2,000		8620	Sheriff's Reserve Expense	2,000		2,000			
1,456	1,917	1,500		8740	Bank Charges	1,500		1,500			
(5)	18,801	0		8790	Misc. Dept. Expense	0		0			
126,386	128,564	133,323		8810	Rent Interdepartmental	141,633		141,633			
22,000	30,000	35,000		8820	Insurance Interdepartmental	50,000		50,000			
106,785	109,544	126,929		8830	Management Services Interdept.	129,119		129,119			
42,316	54,328	62,970		8840	Information Services Interdept.	82,447		82,447			
<b>722,725</b>	<b>959,306</b>	<b>915,947</b>			<b>Total Materials and Services</b>	<b>963,724</b>		<b>963,724</b>		<b>0</b>	
32,000	180,607	55,000		8944	Vehicles	60,000		60,000			
5,100	0	0		8948	Computers & Attachments	0		0		0	
<b>37,100</b>	<b>180,607</b>	<b>55,000</b>			<b>Total Capital Outlay</b>	<b>60,000</b>		<b>60,000</b>		<b>0</b>	
<b>2,494,260</b>	<b>3,662,915</b>	<b>4,288,611</b>	<b>30.95</b>		<b>Total Department Expenses</b>	<b>4,562,184</b>	<b>31.35</b>	<b>4,562,184</b>	<b>31.35</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
0	1,126	0		6110	Federal Awards	0		0			
0	0	0		6130	State Operating Grants	0		0			
0	0	0		6170	Intergovt. Local Govt.	0		0			
9,343	1,050	95,000		6180	Non-governmental Grants	95,000		95,000			
115,658	239,899	140,000		6300	Charges for Services	150,000		150,000			
3,063	2,770	0		6600	Fines & Forfeitures	10,000		10,000			
0	38,732	0		6750	Settlements	0		0			
2,980	905	3,000		6980	Donations	3,000		3,000			
480	13,169	0		6990	Miscellaneous	0		0			
4,001	3,950	5,000		7100	Proceeds from Sale of Assets	5,000		5,000			
<b>135,525</b>	<b>301,601</b>	<b>243,000</b>			<b>Total Revenues</b>	<b>263,000</b>		<b>263,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
2,358,735	3,361,314	4,045,611			Expenditures less Revenue	4,299,184		4,299,184		0	

**Polk Count  
Program Summary 2017-2018**

<b>FUND</b>	<b>DEPARTMENT</b>	<b>DIVISION</b>
General	Sheriff	Jail

**Program Description:**

Polk County Adult Jail

**Program Goals or Objectives:**

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

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

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

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

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

**Descriptive Statistics:**

<b>Indicators</b>	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Projected 2017-2018</b>
Inmates Booked (Total)	2567	2519	2878 (up 11% since 2014)	3000
Female**	693	708	769 (up 10% since 2014)	800
Male	1,874	1,811	2,109 (up 12% since 2014)	2200
Average Length of Stay (In Days)	30.4	18	17 (down 44% from 2014)	19

Average Daily Population	107	117	131 (up 19% since 2014)	140
Inmate Prescription Costs	\$23,450	\$18,373	\$15,331 (down 35% since 2014  69,111 dispensed  13,699 refused	\$17,000
Sick Call Requests	662	572	631 (down 5% since 2014)	660
Infirmery Visits/Reports/Follow ups	3,978	6,466	7,720	8,000
Number of Inmate Days	59,073	45,135	48,545 (down 18% since 2014)	50,000
Dental Treatments			52	
ER Visits			24	
TB Tests Given			112	

\* In 2015 the Polk County Jail switched jail management software, from Eagle to Jamin. In Jamin, jail staff (deputies and medical staff) are able to

document more medical related events. There are more options to document the type of service they are being providing as in Eagle they were limited on the type of entries they were allowed to make. We also can not deny inmates medical requests. This section combines any requests that inmates make to see the nurse/doctor or dentist. Generally, the deputy's in the jail can't control or restrict the number of requests an inmate may make to see the medical staff. Thus, the 2015, 2016 and the 2017-2018 numbers are higher than years past just due to being able to document the services better and in more detail than in previous years.

#### Mental Health in the Jail:

In June of 2016 we started a new program in the jail to help identify and treat inmates with a mental health disorder or diagnosis. The jail mental health clinician was only able to evaluate 174 inmates and 151 of those inmates received a mental health diagnosis. That is 87% of the people evaluated

#### Additional Information:

There are projected increases in several categories, but with any medical costs, they are rising and it does not affect the jail any differently. In 2015 the Polk County jail switched prescription medication providers which reduced the overall costs. The costs projected are still lower than 2014. It is also very hard to predict what medical issues people will bring with them to the jail. During the past year while Sheriff, we have released several inmates due to their high risk medical conditions, which reduced our overall end costs. The increase of the projected and actual numbers can also be attributed to the increase in the Sheriff's Office presence across the county. In 2016 the Sheriff's Office arrested 240 more people than the year before, which directly affects the jail population and services we provide.

The Sheriff's Office has also connected with the Oregon Health Plan to enroll inmates that have medical issues and who will need a higher level of medical care than what we can provide in the jail setting. We don't have a way to see what the cost savings are, because of a hipa, but I can say that several inmates that were admitted into the hospital have stayed for several days each and we have not incurred those bills for inmates who are admitted to a hospital.



# POLK COUNTY

850 MAIN STREET ★ DALLAS, OREGON 97338-3185 ★ 503-623-9251 / FAX 503-623-2060

**SHERIFF'S OFFICE**

**Sheriff Mark Garton**

Criminal Division  
Civil Division  
Marine Patrol Division  
Dog Control  
Emergency Management

## 2016 Population Breakdown

### By Age

<u>Age Range</u>	<u># of Inmates Booked</u>
Under 18	0
18 – 20	223
21 – 25	621
26 – 30	447
31 – 35	505
36 – 40	286
41 – 45	221
46 – 50	197
51 – 55	193
56 – 60	103
61 – 65	59
66 – 70	8
Over 70	15

Total # of Inmates: 2878

Stat Report ... From 01/01/2016 to 12/31/2016

## **2016 Budget Stats**

Total bookings: 2878      Males: 2109      Females: 769

Church/Pastoral, AA/NA, CR, Job Skills program hours: 2255

Attorney visits: 2585

Comm Corr visits: 453

Inmates using Law Library: 125

Inmates offered rec yard: 48926

Incident reports written: 2884

Disciplinary hearings conducted: 171

Housing unit security checks: 194,250

Area shakedowns/contraband searches: 1756

Cleaning carts issued out, returned & inventoried: 9125

Inmate generated sick calls: 631

Medical visits: 7720

Medications dispensed: 69111

Medications refused: 13699

Medication costs: \$15,331

Meals refused: 2431

Financial transactions processed: 9150

Total transaction dollars: \$1,229,164

Total bail funds received: \$451,407

Inmates that posted bail: 360

SB395 (felony DUII): \$37164 (4 inmates)

Measure 11: 68      Veterans: 150

1145 Inmates: 642

Jail events entered into system: 346034

Average daily population: 131

Average length of stay: 17 days

Number of inmate days: 48545



# POLK COUNTY

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## SHERIFF'S OFFICE

**Sheriff Mark Garton**

Criminal Division  
Civil Division  
Marine Patrol Division  
Dog Control  
Emergency Management

### 2016 Meals Served Per Month

#### Polk County Jail

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January	11,526
February	11,193
March	11,526
April	11,698
May	13,068
June	11,052
July	11,003
August	11,600
September	12,772
October	12,644
November	12,409
December	13,061

**TOTAL MEALS SERVED: 143,552**

Stat Report ... From 01/01/2016 to 12/31/2016



# POLK COUNTY

850 MAIN STREET \* DALLAS, OREGON 97338-3185 \* 503-623-9251 / FAX 503-623-2060

## SHERIFF'S OFFICE

Sheriff Mark Garton

Criminal Division  
Civil Division  
Marine Patrol Division  
Dog Control  
Emergency Management

### Reasons for Release

#### Polk County Jail ... 2016

Transferred to other facility .....	448
Time served .....	821
Conditional Release .....	907
Other Release/Not filed on .....	54
Immigration .....	1
Dismissed .....	40
Court ordered .....	16
Bail .....	482
Housed elsewhere/Transported .....	16
Treatment .....	5

**Total Release: 2790**

Stat Report ... From 01/01/2016 to 12/31/2016



# POLK COUNTY

850 MAIN STREET \* DALLAS, OREGON 97338-3185 \* 503-623-9251 / FAX 503-623-2060

**SHERIFF'S OFFICE**

**Sheriff Mark Garton**

Criminal Division  
Civil Division  
Marine Patrol Division  
Dog Control  
Emergency Management

## Recidivism Report

Polk County Jail

January 1, 2016 to December 31, 2016

Total Bookings		2878
New Bookings		1439
Booked 2 Times	672	23.35%
Booked 3 Times	357	12.40%
Booked 4 Times	184	6.39%
Booked 5 Times	135	4.69%
Booked 6 or More Times	91	3.16%
Total Bookings (2 or More Times)	1439	49.99%

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
90,918	61,082	125,000	3.00	8010	Clerical/Admin. Specialist	130,000	3.00	130,000	3.00		
1,193,828	1,220,281	1,360,188	24.00	8030	Professional/Technical	1,426,277	24.00	1,426,277	24.00		
344,278	356,733	400,000	5.00	8040	Management/Supervisory	472,494	5.50	472,494	5.50		
0	0	0	0.00	8060	Elected Official	51,900	0.50	51,900	0.50		
0	44,666	0		8080	Temporary/Part-Time	0		0			
152,845	171,857	85,000		8090	Overtime	130,000		130,000			
<b>1,781,869</b>	<b>1,854,619</b>	<b>1,970,188</b>	<b>32.00</b>		<b>Total Salaries</b>	<b>2,210,671</b>	<b>33.00</b>	<b>2,210,671</b>	<b>33.00</b>	<b>0</b>	<b>0.00</b>
335,940	380,080	413,739		8110	PERS-Retirement	530,561		530,561		0	
136,111	142,522	150,719		8120	Social Security/Medicare	169,116		169,116		0	
351,624	336,129	633,600		8140	Insurance	693,000		693,000		0	
9,026	9,430	9,851		8150	Unemployment	11,053		11,053		0	
51,531	54,454	59,106		8160	Workers Compensation Insurance	66,320		66,320		0	
<b>2,666,101</b>	<b>2,777,234</b>	<b>3,237,203</b>	<b>32.00</b>		<b>Total Personal Services</b>	<b>3,680,722</b>	<b>33.00</b>	<b>3,680,722</b>	<b>33.00</b>	<b>0</b>	<b>0.00</b>
2,817	3,010	3,250		8210	Office Supplies	3,000		3,000			
64,198	98,615	75,000		8220	Operating Supplies	75,000		75,000			
1,207	925	2,500		8225	Fuels and Lubricants	1,500		1,500			
268,341	208,552	230,000		8230	Food Services and Supplies	240,000		240,000			
0	6,100	0		8240	Software & Maintenance	20,000		20,000			
5,227	28,127	3,500		8250	Small Tools & Minor Equipment	4,000		4,000			
698	147	1,500		8310	Advertising and Printing	1,500		1,500			
5,790	6,077	5,000		8320	Photocopying	6,000		6,000			
306	345	1,000		8330	Postage	1,000		1,000			
6,687	6,594	8,000		8340	Telephone	7,000		7,000			
0	4,763	0		8350	Utilities	0		0			
2,377	1,822	1,800		8410	Dues, Memberships & Publications	1,800		1,800			
1,907	2,963	15,000		8420	Workshops and Conferences	17,000		17,000			
0	0	250		8430	Transportation	0		0			
1,210	6,621	4,000		8510	Professional Services	6,000		6,000			
363,627	350,984	375,000		8520	Medical Care	450,000		450,000			
0	0	1,000		8550	Contracts-Other Public Agency	1,000		1,000			
0	1,200	1,000		8580	Special Projects	1,000		1,000			
4,763	10,746	7,500		8610	Repairs and Maintenance	10,000		10,000			
1,065	3,846	2,000		8612	Vehicle Maint.-Sheriff	3,500		3,500			
0	22,713	0		8616	Vehicle Set-up	0		0			
311,741	314,357	319,611		8810	Rent Interdepartmental	322,554		322,554			
47,500	50,000	53,000		8820	Insurance Interdepartmental	65,000		65,000			
131,587	156,770	145,009		8830	Management Services Interdept.	134,189		134,189			
31,525	40,000	32,384		8840	Information Services Interdept	42,341		42,341			
<b>1,252,573</b>	<b>1,325,277</b>	<b>1,287,304</b>			<b>Total Materials and Services</b>	<b>1,413,384</b>		<b>1,413,384</b>		<b>0</b>	
0	0	0		8920	Buildings	0		0		0	
0	27,497	0		8944	Vehicles	0		0		0	
69,926	0	0		8948	Computers and Attachments	0		0		0	
<b>69,926</b>	<b>27,497</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>3,988,600</b>	<b>4,130,008</b>	<b>4,524,507</b>	<b>32.00</b>		<b>Total Department Expenses</b>	<b>5,094,106</b>	<b>33.00</b>	<b>5,094,106</b>	<b>33.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
5,850	4,322	10,000		6110	Federal Grants	10,000		10,000			
0	938	0		6130	State Operating Grants	0		0			
359,169	320,000	350,000		6140	State Shared Revenues	350,000		350,000			
11,508	15,733	25,000		6300	Charges for Services	20,000		20,000			
40	316	0		6600	Fines & Forfeitures	0		0			
10,051	7,937	0		6750	Settlements	0		0			
35,218	40,532	10,000		6820	Commission	10,000		10,000			
13,770	20,570	10,000		6990	Miscellaneous	10,000		10,000			
<b>435,606</b>	<b>410,348</b>	<b>405,000</b>			<b>Total Revenues</b>	<b>400,000</b>		<b>400,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
3,552,994	3,719,660	4,119,507			Expenditures less Revenue	4,694,106		4,694,106		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
General Fund	General Services	Parks Maintenance		
Program Description:				
The County established its own parks maintenance program in fiscal year 1993-1994. In prior years, the County contracted this service out to the Regional Parks & Recreation Agency. The County's program is designed to maintain and develop existing County parks.				
Program Goals or Objectives:				
1. To provide the citizens of Polk County with a rural, nature parks system that is well maintained and safe.				
2. To provide Community Services with a work area resource.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
County Parks (Developed)	12	12	12	12
County Parks (Undeveloped)	5	5	5	5
Acres of County Parks	152	152	152	152
Community Service Hours	6,280	6,100	6,100	6,000

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15	FY 15-16	FY 16-17	Acct.		FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE
								Approved	FTE
<b>Expenditures</b>									
22,797	23,179	23,750	0.50	8020	Laborer	24,258	0.50	24,258	0.50
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00
0	0	0		8080	Temporary/Part-time	0		0	
873	892	1,000		8090	Overtime	1,000		1,000	
<b>23,670</b>	<b>24,071</b>	<b>24,750</b>	<b>0.50</b>		<b>Total Salaries</b>	<b>25,258</b>	<b>0.50</b>	<b>25,258</b>	<b>0.50</b>
4,670	5,568	5,198		8110	PERS-Retirement	6,062		6,062	0
1,707	1,732	1,893		8120	Social Security/Medicare	1,932		1,932	0
8,372	8,851	9,400		8140	Insurance	9,900		9,900	0
120	120	124		8150	Unemployment	126		126	0
688	700	743		8160	Workers Comp. Insuranc	758		758	0
<b>39,227</b>	<b>41,042</b>	<b>42,107</b>	<b>0.50</b>		<b>Total Personal Services</b>	<b>44,036</b>	<b>0.50</b>	<b>44,036</b>	<b>0.50</b>
438	447	500		8210	Office Supplies	500		500	
102	239	150		8220	Operating Supplies	150		150	
224	222	300		8225	Fuels & Lubricants	300		300	
1,764	900	1,500		8250	Small Tools & Minor Equi	1,500		1,500	
0	0	0		8310	Advertising and Printing	0		0	
0	0	200		8340	Telephone	200		200	
2,774	2,359	2,800		8350	Utilities	2,800		2,800	
100	100	100		8410	Dues, Memberships & Pu	100		100	
4,311	3,919	5,000		8430	Transportation	5,000		5,000	
7,652	15,994	3,350		8510	Professional Services	3,350		3,350	
20,000	0	3,500		8580	Special Projects	3,500		3,500	
4,305	7,148	7,500		8610	Repairs and Maintenance	7,500		7,500	
0	0	0		8614	Vehicle Maint. - Gen. Svc	0		0	
575	600	600		8820	Insurance Interdepartmen	625		625	
3,060	3,332	3,394		8830	Management Services Int	3,492		3,492	
<b>45,305</b>	<b>35,260</b>	<b>28,894</b>			<b>Total Materials and Serv</b>	<b>29,017</b>		<b>29,017</b>	<b>0</b>
0	0	0		8920	Buildings	0		0	0
0	5,879	0		8944	Vehicles	0		0	0
<b>0</b>	<b>5,879</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>84,532</b>	<b>82,181</b>	<b>71,001</b>	<b>0.50</b>		<b>Total Department Expen</b>	<b>73,053</b>	<b>0.50</b>	<b>73,053</b>	<b>0.50</b>
<b>Revenues</b>									
2,400	2,400	2,400		6130	State Operating Grants	2,400		2,400	
61,329	72,122	67,600		6140	State Shared Revenues	68,000		68,000	
1,000	1,000	1,000		6300	Charges for Services	1,000		1,000	
0	2,813	0		6750	Settlements	0		0	
0	0	0		6980	Donations	0		0	
0	5,879	0		6990	Miscellaneous	0		0	
<b>64,729</b>	<b>84,214</b>	<b>71,000</b>			<b>Total Revenues</b>	<b>71,400</b>		<b>71,400</b>	<b>0</b>
<b>Net Cost of Program</b>									
19,803	(2,033)	1			Expenditures less Reven	1,653		1,653	0

## **Polk County Title 3 Projects**

**The following are the proposed Title III projects for fiscal year 2017-2018:**

### **Project 1: Support Staff - GIS**

Obtain support staff to assist watershed councils and fire departments with the collection and maintenance of rural address and stream information collection.

Total Project Cost: \$40,000 (approximately 0.8 FTE)

Title III Project: County Fire Prevention & Firewise Communities

### **Project 2: Forest Service Lands Control – LIDAR – Aerial Photos**

Obtain survey control information for forest service areas. Upgrade GIS with LIDAR (enhanced topographical maps) and aerial photos.

Cost: \$20,000

Title III Project: County Fire Prevention & Firewise Communities & Education

### **Project 3: Support Staff – Community Development**

Community Development staff educating the public on fire-sensitive ecosystems, home sites, home construction and home landscaping..

Cost: \$10,000

Title III Project: Firewise Communities & Education/Planning

### **Project 4: Mapping Support – Fire Protection**

Polk County will support the re-mapping of rural fire protection zones.

Cost: \$10,000

Title III Project: County Fire Prevention & Firewise Communities

### **Total Costs**

Project 1: Support Staff - GIS	\$ 40,000
Project 2: Forest Service Land – LIDAR	\$ 20,000
Project 3: Support Staff – Community Development	\$ 10,000
Project 4: Mapping Support – Fire Protection	<u>\$ 10,000</u>
<b>Total</b>	<b>\$ 80,000</b>

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17	Acct.			FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved
<b>Expenditures</b>										
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		<b>Total Salaries</b>	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		<b>Total Personal Services</b>	0	0.00	0	0.00	0
0	0	0		8220	Operating Supplies	0		0		
0	0	500		8250	Small Tools & Minor Equipmer	500		500		
0	0	0		8410	Dues, Memberships & Publica	0		0		
0	0	0		8420	Workshops & Conferences	0		0		
0	3,932	500		8510	Professional Services	500		500		
0	0	0		8580	Special Projects	0		0		
0	0	0		8614	Vehicle Maint. - Gen. Services	0		0		
0	0	0		8616	Vehicle Set-up	0		0		
0	0	0		8750	Aid to Other Public Agencies	0		0		
3,926	2,170	1,793		8830	Management Services Interde	1,625		1,625		
80,000	80,000	80,000		8840	Information Services	80,000		80,000		
83,926	86,102	82,793			<b>Total Materials and Services</b>	82,625		82,625		0
0	0	0		8944	Vehicles	0		0		0
0	0	0		8948	Computers and Attachments	0		0		0
0	0	0			<b>Total Capital Outlay</b>	0		0		0
83,926	86,102	82,793	0.00		<b>Total Department Expenses</b>	82,625	0.00	82,625	0.00	0
<b>Revenues</b>										
63,588	59,185	60,000		6221	Federal Pmts in Lieu of Tax (T	0		0		0
0	0	0		6990	Miscellaneous	0		0		0
63,588	59,185	60,000			<b>Total Revenues</b>	0		0		0
<b>Net Cost of Program</b>										
20,338	26,917	22,793			Expenditures less Revenue	82,625		82,625		0

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
GENERAL	NON-DEPARTMENTAL	NON-DEPARTMENTAL		
<b>Program Description:</b>				
This program is provided for miscellaneous programs or activities that do not fit under one county program and reflect on expense to several General Fund programs				
<b>Program Goals or Objectives:</b>				
To provide a budget division to cover generalized non-department expenditures.				
<b>Descriptive Statistics:</b>				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
VORP	3,000	3,000	3,000	3,000

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	Acct. FTE Num.	Description	FY 17-18 Requested	FY 17-18 FTE	FY 17-18 Proposed	FY 17-18 FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>										
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	
932	0	0	8580	Special Projects	0		0		0	
184	0	250	8590	Boards & Commissions Expense	250		250			
0	0	0	8720	Finance Charges	0		0			
3,000	3,000	3,000	8750	Community Mediation/VORP	3,000		3,000			
4,869	1,626	500	8790	Misc. Department Expenses	500		500			
<b>8,985</b>	<b>4,626</b>	<b>3,750</b>		<b>Total Materials and Services</b>	<b>3,750</b>		<b>3,750</b>		<b>0</b>	
0	0	0	8910	Land	0		0		0	
0	0	0	8920	Buildings	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>		<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>Transfers to Other Funds</b>										
39,768	63	80,000	9810	Transfer to Public Works Fund	80,000		80,000			
97,500	115,000	107,500	9820	Transfer to Dog Control Fund	100,000		100,000			
5,000	5,000	5,000	9830	Transfer to Marine Patrol Fund	5,000		5,000			
5,000	5,000	5,000	9835	Transfer to Law Library Fund	5,000		5,000			
0	10,000	0	9836	Transfer to Domestic Meiation	5,000		5,000			
234,500	215,000	275,000	9840	Transfer to Public Health Fund	310,000		310,000			
700,000	800,000	830,000	9850	Transfer to Juvenile Fund	825,000		825,000			
0	75,000	75,000	9860	Transfer to Fair Fund	75,000		75,000			
0	0	40,000	9880	Transfer to Veteran's Services F	65,000		65,000			
0	0	0	9884	Transfer to Insurance Fund	150,000		150,000			
<b>1,081,768</b>	<b>1,225,063</b>	<b>1,417,500</b>		<b>Total Transfers</b>	<b>1,620,000</b>		<b>1,620,000</b>		<b>0</b>	
<b>1,090,753</b>	<b>1,229,689</b>	<b>1,421,250</b>		<b>Total Departmental Expense</b>	<b>1,623,750</b>		<b>1,623,750</b>		<b>0</b>	
<b>Fund Contingency and Unappropriated Ending Fund Balance</b>										
0	0	3,931,378	9990	Fund Operating Contingency	3,831,711		3,831,711			
0	0	0	9995	Unaprop. Ending Fund Balance	0		0		0	
<b>Revenues</b>										
2,569,879	3,383,828	4,700,000	6000	Beginning Fund Balance	5,200,000		5,200,000			
8,226,389	8,597,826	9,000,000	6010	Property Taxes	9,350,000		9,350,000			
338,295	243,484	330,000	6020	Property Taxes Previous Years	275,000		275,000			
0	1,555,739	1,750,000	6020	Property Taxes - Operating Levy	2,100,000		2,100,000			
0	0	0	6017	Property Taxes- Levy Previous Y	25,000		25,000			
78,248	324,310	300,000	6050	Franchise Tax	310,000		310,000			
774,459	721,359	0	6120	Federal Pmts in Lieu of Tax (O &	0		0			
39,769	63	80,000	6140	State Shared Revenues	80,000		80,000			
476,150	478,735	475,000	6142	State Shared Revenues - Excise	475,000		475,000			
21,342	20,140	20,000	6170	Intergovernmental Local Gov't	20,000		20,000			
2,288	2,288	2,000	6310	Charges for Services - Rentals	2,000		2,000			
60,264	93,360	60,000	6600	Fines and Forfeitures	75,000		75,000			
27,051	48,482	35,000	6800	Interest Income	60,000		60,000			
90	0	0	6980	Donations	0		0			
271	2,318	5,000	6990	Miscellaneous	5,000		5,000			
0	1,111	2,500	7100	Proceeds from Sale of Assets	2,500		2,500			
0	0	0	7920	Transfer from Other Fund	0		0			
<b>12,614,495</b>	<b>15,473,043</b>	<b>16,759,500</b>		<b>Total Revenues</b>	<b>17,979,500</b>		<b>17,979,500</b>		<b>0</b>	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION			
100 General Fund	310 Community Development	310 Planning			
Program Description:					
The Planning Division provides long-range planning to fulfill State and local needs and requirements. It receives and processes land use applications.					
Program Goals or Objectives:					
To provide courteous, timely and professional service to the citizens of Polk County through:  Planning activities to provide for managed growth in unincorporated Polk County through broad based citizen input and support;  Coordination with cities to provide an overall growth plan for unincorporated and incorporated areas.  Provision of accurate and updated information about land use regulations in order for citizens to make informed permit and use decisions.  Processing of applications for permits to assure compliance with public health and safety standards and to meet needs of applicants within County’s resource and regulatory parameters.  Support of efforts to provide adequate infrastructure for growth including transportation, water, wastewater and other utilities and services.					
Descriptive Statistics:					
Indicator	Actual 13-14	Actual 14-15	Actual 15-16	Projected 16-17	Proposed 17-18
Variance	5	2	5	5	5
Comprehensive Plan Amendment	0	2	1	1	2
Conditional Use	5	10	16	16	17
Appeals	1	1	3	2	1
Forest Dwellings	6	14	15	12	11
Farm Dwellings	11	6	5	7	6
Land Division	8	5	17	15	16
Legislative Amendment	3	1	1	1	2
Lot Line Adjustments	54	32	49	35	38
Land Use Determinations	22	20	34	41	45
Replacement Dwellings	14	16	30	19	18
Zone Change	1	1	1	1	1
TOTALS	110	110	177	155	162

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
1,670	4,034	0	0.00	8010	Clerical/Admin. Specialist		0.00		0.00		
48,906	95,741	102,470	2.00	8030	Professional/Technical	110,691	2.00	110,691	2.00		
38,803	19,121	19,131	0.33	8040	Management/Supervisory	21,350	0.33	21,350	0.33		
60,693	62,335	57,253	0.45	8050	Department Head	60,274	0.45	60,274	0.45		
0	0	1,000		8080	Temporary/Part-Time	1,000		1,000			
6,566	3,836	2,000		8090	Overtime	3,500		3,500			
<b>156,638</b>	<b>185,067</b>	<b>181,854</b>	<b>2.78</b>		<b>Total Salaries</b>	<b>196,815</b>	<b>2.78</b>	<b>196,815</b>	<b>2.78</b>	<b>0</b>	<b>0.00</b>
24,498	35,388	38,189		8110	PERS-Retirement	47,236		47,236		0	
11,948	13,959	13,912		8120	Social Security/Medicare	15,056		15,056		0	
10,417	23,883	52,264		8140	Insurance	55,044		55,044		0	
797	945	909		8150	Unemployment	984		984		0	
383	480	436		8160	Workers Compensation Insurance	472		472		0	
<b>204,681</b>	<b>259,722</b>	<b>287,565</b>	<b>2.78</b>		<b>Total Personal Services</b>	<b>315,607</b>	<b>2.78</b>	<b>315,607</b>	<b>2.78</b>	<b>0</b>	<b>0.00</b>
411	558	500		8210	Office Supplies	600		600			
0	21	225		8220	Operating Supplies	225		225			
0	85	0		8250	Small Tools & Minor Equipment	0		0			
1,189	2,285	2,000		8310	Advertising and Printing	2,000		2,000			
1,542	1,666	2,400		8320	Photocopying	2,500		2,500			
1,864	2,666	2,500		8330	Postage	2,750		2,750			
1,493	1,518	1,500		8340	Telephone	1,600		1,600			
107	7	200		8410	Dues, Memberships & Publications	200		200			
433	457	1,000		8420	Workshops and Conferences	1,000		1,000			
270	69	300		8430	Transportation	300		300			
0	0	0		8510	Professional Services	0		0			
9,629	10,277	10,000		8540	Contract Services	10,000		10,000			
16,575	0	0		8580	Special Projects	0		0			
127	388	300		8740	Bank Charges	400		400			
35,995	36,615	37,971		8810	Rent Interdepartmental	40,337		40,337			
1,150	1,225	1,275		8820	Insurance Interdepartmental	1,300		1,300			
12,914	14,054	13,207		8830	Management Services Interdept.	12,802		12,802			
42,598	46,918	46,646		8840	Information Services Interdept.	47,023		47,023			
<b>126,297</b>	<b>118,809</b>	<b>120,024</b>			<b>Total Materials and Services</b>	<b>123,037</b>		<b>123,037</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>330,978</b>	<b>378,531</b>	<b>407,589</b>	<b>2.78</b>		<b>Total Department Expenses</b>	<b>438,644</b>	<b>2.78</b>	<b>438,644</b>	<b>2.78</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
13,722	0	0		6110	Federal Awards	0		0			
2,853	0	0		6170	Intergovernmental Local Govt.	82,000		82,000			
0	0	0		6140	State Shared Revenues	0		0			
2,052	1,834	2,000		6200	Permits and Licenses	2,000		2,000			
77,068	122,117	178,000		6300	Charges for Services	132,000		132,000			
81	0	0		6310	Charges for Services-Rentals	0		0			
322	347	200		6990	Miscellaneous	250		250			
<b>96,098</b>	<b>124,298</b>	<b>180,200</b>			<b>Total Revenues</b>	<b>216,250</b>		<b>216,250</b>		<b>0</b>	
<b>Net Cost of Program</b>											
234,880	254,233	227,389			Expenditures less Revenue	222,394		222,394		0	

### PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION
100 GENERAL FUND	310 COMMUNITY DEVELOPMENT	320 BUILDING INSPECTION

#### Program Description:

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

#### Program Goals or Objectives:

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

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

#### Descriptive Statistics:

Indicator	Actual 13-14	Actual 14-15	Actual 15-16	Projected 16-17	Proposed 17-18
Permits issued	542	511 <sup>1</sup>	522	560	570
Electrical Permits	693	791	833	980	1030

<sup>1</sup> Beginning in FY 14-15 Community Development implemented the new State of Oregon Online Building Permit Program which now consolidates plumbing permits associated with a dwelling into the dwelling permit. This alters the relationship between FY 13-14 and the subsequent years when evaluating permit totals.

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
44,733	56,563	75,912	2.28	8010	Clerical/Admin. Specialist	102,798	2.88	102,798	2.88		
6,089	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
19,468	19,700	19,710	0.34	8040	Management/Supervisory	21,936	0.34	21,936	0.34		
24,277	24,934	31,752	0.25	8050	Department Head	30,136	0.25	30,136	0.25		
0	0	500		8080	Temporary/Part-Time	0		0			
2,087	1,870	1,500		8090	Overtime	2,000		2,000			
<b>96,654</b>	<b>103,067</b>	<b>129,374</b>	<b>2.87</b>		<b>Total Salaries</b>	<b>156,870</b>	<b>3.47</b>	<b>156,870</b>	<b>3.47</b>	<b>0</b>	<b>0.00</b>
17,193	21,784	27,169		8110	PERS-Retirement	37,649		37,649		0	
7,787	8,223	9,897		8120	Social Security/Medicare	12,001		12,001		0	
7,128	8,409	53,956		8140	Insurance	68,706		68,706		0	
514	545	647		8150	Unemployment	784		784		0	
256	277	310		8160	Workers Compensation Insurance	376		376		0	
<b>129,532</b>	<b>142,305</b>	<b>221,353</b>	<b>2.87</b>		<b>Total Personal Services</b>	<b>276,386</b>	<b>3.47</b>	<b>276,386</b>	<b>3.47</b>	<b>0</b>	<b>0.00</b>
405	441	600		8210	Office Supplies	600		600			
50	0	100		8220	Operating Supplies	500		500			
0	70	0		8240	Software & Maintenance	0		0			
2,073	895	1,000		8250	Small Tools & Minor Equip.	1,000		1,000			
72	303	600		8310	Advertising and Printing	600		600			
480	519	800		8320	Photocopying	800		800			
109	112	700		8330	Postage	500		500			
1,084	1,124	1,500		8340	Telephone	1,500		1,500			
269	7	800		8410	Dues, Memberships & Publicatns	800		800			
0	0	300		8420	Workshops and Conferences	300		300			
9,214	10,179	12,000		8430	Transportation	12,500		12,500			
0	0	500		8510	Professional Services	500		500			
216,483	279,126	249,000		8540	Contract Services	255,000		255,000			
6,379	8,062	7,000		8740	Bank Charges	10,000		10,000			
10	0	0		8790	Misc. Department Expense	0		0			
26,996	27,461	28,478		8810	Rent Interdepartmental	30,253		30,253			
4,800	5,000	5,500		8820	Insurance Interdepartmental	5,600		5,600			
13,530	14,829	14,957		8830	Management Services Interdept.	16,362		16,362			
24,977	25,874	27,113		8840	Information Services Interdept	28,119		28,119			
<b>306,931</b>	<b>374,002</b>	<b>350,948</b>			<b>Total Materials and Services</b>	<b>364,934</b>		<b>364,934</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>436,463</b>	<b>516,307</b>	<b>572,301</b>	<b>2.87</b>		<b>Total Department Expenses</b>	<b>641,320</b>	<b>3.47</b>	<b>641,320</b>	<b>3.47</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
0	0	0		6170	Intergovernmental Local Govt.	0		0			
442,490	558,940	550,000		6200	Permits and Licenses	590,000		590,000			
2,364	0	0		6300	Charges for Services	0		0			
0	0	0		6990	Miscellaneous	0		0			
<b>444,854</b>	<b>558,940</b>	<b>550,000</b>			<b>Total Revenues</b>	<b>590,000</b>		<b>590,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(8,391)	(42,633)	22,301			Expenditures less Revenue	51,320		51,320		0	

**POLK COUNTY  
PROGRAM SUMMARY**

<b>FUND</b>	<b>DEPARTMENT</b>	<b>DIVISION</b>
100 GENERAL FUND	310 COMMUNITY DEVELOPMENT	590 ENVIRONMENTAL HEALTH

**Program Description:**

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

**Program Goals or Objectives:**

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

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

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

**Descriptive Statistics:**

<b>Indicator</b>	<b>Actual 13-14</b>	<b>Actual 14-15</b>	<b>Actual 15-16</b>	<b>Projected 16-17</b>	<b>Proposed 17-18</b>
<b>FEE SUPPORTED</b>					
On-site sewage applications	90	131	155	165	160
Food Service Facilities	336	344	345	350	355
Licensed Facility Inspections	410	425	436	440	445
Swimming Pools	26	24	24	24	25
Tourist Accommodations	18	18	19	19	19
Food Handler Training (Onsite / Online)	30/786	15/630	31/1031	25/800	25/800
<b>NON-FEE SUPPORTED</b>					
Animal Bites	127	150	148	150	155
Complaints	23	25	24	25	30
Vector / Epidemiology	13	7	5	10	10
Emergency Response Exercise/Actual	0	0	0	1	1

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
12,973	18,076	19,142	0.52	8010	Clerical/Admin. Specialist	20,899	0.62	20,899	0.62		
0	0	0	0.00	8030	Professional/Technical	19,000	0.50	19,000	0.50		
75,202	76,475	77,342	1.18	8040	Management/Supervisory	80,988	1.18	80,988	1.18		
18,208	18,701	18,761	0.15	8050	Department Head	20,091	0.15	20,091	0.15		
0	0	0		8080	Temporary/Part-Time	0		0			
2,804	4,471	2,500		8090	Overtime	4,000		4,000			
<b>109,187</b>	<b>117,723</b>	<b>117,745</b>	<b>1.85</b>		<b>Total Salaries</b>	<b>144,978</b>	<b>2.45</b>	<b>144,978</b>	<b>2.45</b>	<b>0</b>	<b>0.00</b>
21,670	27,364	24,726		8110	PERS-Retirement	34,795		34,795		0	
8,286	8,932	9,007		8120	Social Security/Medicare	11,091		11,091		0	
17,233	18,422	34,780		8140	Insurance	48,510		48,510		0	
557	601	589		8150	Unemployment	725		725		0	
994	1,044	1,060		8160	Workers Compensation Insurance	1,305		1,305		0	
<b>157,927</b>	<b>174,086</b>	<b>187,907</b>	<b>1.85</b>		<b>Total Personal Services</b>	<b>241,403</b>	<b>2.45</b>	<b>241,403</b>	<b>2.45</b>	<b>0</b>	<b>0.00</b>
291	441	350		8210	Office Supplies	500		500			
63	26	150		8220	Operating Supplies	250		250			
0	0	100		8230	Food Service & Supplies	100		100			
238	365	600		8250	Small Tools & Minor Equip.	1,000		1,000			
258	205	350		8310	Advertising and Printing	350		350			
471	519	700		8320	Photocopying	700		700			
539	523	700		8330	Postage	700		700			
1,098	1,122	1,250		8340	Telephone	1,250		1,250			
1,064	1,050	1,200		8410	Dues, Memberships & Publicatns	1,200		1,200			
222	313	600		8420	Workshops and Conferences	750		750			
3,683	3,654	4,500		8430	Transportation	5,000		5,000			
713	1,144	1,500		8510	Professional Services	1,500		1,500			
4,280	4,647	8,500		8540	Contract Services	7,500		7,500			
0	0	0		8580	Special Projects	0		0			
656	1,241	1,200		8740	Bank Charges	1,500		1,500			
26,996	27,461	28,478		8810	Rent Interdepartmental	30,253		30,253			
1,650	1,700	1,750		8820	Insurance Interdepartmental	1,800		1,800			
10,687	9,862	9,514		8830	Management Services Interdept.	8,899		8,899			
9,015	10,120	9,861		8840	Information Services Interdept	10,155		10,155			
<b>61,924</b>	<b>64,393</b>	<b>71,303</b>			<b>Total Materials &amp; Services</b>	<b>73,407</b>		<b>73,407</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>219,851</b>	<b>238,479</b>	<b>259,210</b>	<b>1.85</b>		<b>Total Department Expenses</b>	<b>314,810</b>	<b>2.45</b>	<b>314,810</b>	<b>2.45</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
49,886	57,476	50,000		6050	Franchise Tax	65,000		65,000			
9,665	8,919	10,000		6110	Federal Awards	10,000		10,000			
0	0	0		6130	State Operating Grants	1,700		1,700			
0	0	0		6170	Intergovernmental Local Govt.	0		0			
169,823	190,518	185,000		6200	Permits and Licenses	200,000		200,000			
10,421	11,089	15,000		6300	Charges for Services	12,000		12,000			
0	0	0		6600	Fines & Forfeitures	0		0			
0	80	0		6990	Miscellaneous	0		0			
<b>239,795</b>	<b>268,082</b>	<b>260,000</b>			<b>Total Revenues</b>	<b>288,700</b>		<b>288,700</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(19,944)	(29,603)	(790)			Expenditures less Revenue	26,110		26,110		0	

**POLK COUNTY  
PROGRAM SUMMARY**

<b>FUND</b>	<b>DEPARTMENT</b>	<b>DIVISION</b>
280 ECONOMIC DEVELOPMENT	310 COMMUNITY DEVELOPMENT	330 ECONOMIC DEVELOPMENT

**Program Description:**

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

**Program Goals or Objectives:**

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

**Descriptive Statistics:**

<b>Indicator</b>	<b>Actual 13-14</b>	<b>Actual 14-15</b>	<b>Actual 15-16</b>	<b>Projected 16-17</b>	<b>Proposed 17-18</b>
Projects Funded	10	12	12	12	15
Grants Obtained	1	1	0	0	0

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
6,069	6,234	12,508	0.10	8050	Department Head	13,394	0.10	13,394	0.10		
0	0	0		8080	Temporary/Part-time	0		0			
207	344	250		8090	Overtime	500		500			
<b>6,276</b>	<b>6,578</b>	<b>12,758</b>	0.10		<b>Total Salaries</b>	<b>13,894</b>	0.10	<b>13,894</b>	0.10	<b>0</b>	0.00
1,268	1,556	2,679		8110	PERS-Retirement	3,335		3,335		0	
458	471	976		8120	Social Security/Medicare	1,063		1,063		0	
156	157	1,880		8140	Insurance	1,980		1,980		0	
31	32	51		8150	Unemployment	56		56		0	
16	16	51		8160	Workers Compensation Insurance	56		56		0	
<b>8,205</b>	<b>8,810</b>	<b>18,395</b>	0.10		<b>Total Personal Services</b>	<b>20,383</b>	0.10	<b>20,383</b>	0.10	<b>0</b>	0.00
0	0	100		8210	Office Supplies	100		100			
0	2,995	0		8250	Small Tools & Minor Equipment	500		500			
0	0	500		8310	Advertising & Printing	250		250			
0	0	50		8320	Photocopying	50		50			
0	0	50		8330	Postage	50		50			
210	210	105		8340	Telephone	200		200			
15,448	15,404	20,000		8410	Dues, Memberships & Publications	22,000		22,000			
0	0	500		8420	Workshops and Conferences	500		500			
0	0	0		8430	Transportation	0		0			
0	0	78,000		8510	Professional Services - Planning	82,000		82,000			
0	0	0		8540	Contract Services	0		0			
24,819	81,096	60,000		8580	Special Projects	74,143		74,143			
91,429	77,387	50,000		8750	Participation/Public Agencies	50,000		50,000			
0	5,000	0		8755	Sub-grants	0		0			
35,461	31,895	345,000		8760	Infrastructure Reserve	330,000		330,000			
700	750	800		8820	Insurance Interdepartmental	850		850			
14,000	14,000	14,000		8830	Management Services Interdept.	16,986		16,986			
14,000	14,000	14,000		8840	Information Services Interdept	1,988		1,988			
<b>196,067</b>	<b>242,737</b>	<b>583,105</b>			<b>Total Materials and Services</b>	<b>579,617</b>		<b>579,617</b>		<b>0</b>	
0	0	0		8920	Buildings	0		0		0	
0	0	700,000		8930	Improvements Other than Bldgs.	700,000		700,000			
<b>0</b>	<b>0</b>	<b>700,000</b>			<b>Total Capital Outlay</b>	<b>700,000</b>		<b>700,000</b>		<b>0</b>	
<b>204,272</b>	<b>251,547</b>	<b>1,301,500</b>	0.10		<b>Total Department Expenses</b>	<b>1,300,000</b>	0.10	<b>1,300,000</b>	0.10	<b>0</b>	0.00
<b>Revenues</b>											
404,663	389,174	387,500		6000	Beginning Balance	400,000		400,000			
0	5,000	700,000		6110	Federal Awards	700,000		700,000			
0	0	0		6130	State Operating Grants	0		0			
174,783	209,398	200,000		6140	State Shared Revenues	200,000		200,000			
0	0	0		6170	Intergovernmental Local Grant	0		0			
0	0	0		7910	Transfer from General fund	0		0			
<b>579,446</b>	<b>603,572</b>	<b>1,287,500</b>			<b>Total Revenues</b>	<b>1,300,000</b>		<b>1,300,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(375,174)	(352,025)	14,000			Expenditures less Revenue	(0)		(0)		0	



United States  
Department of  
Agriculture

March 10, 2017

Animal and  
Plant Health  
Inspection  
Service

Ms. Heather Merrill  
Polk County Board of Commissioners  
850 Main Street  
Dalles, OR 97338

Wildlife  
Services

Subject: FY 2017-2018 Wildlife Services Budget Request

Oregon State Office

Dear Heather,

6135 NE 80<sup>th</sup> Ave.  
Suite A-8  
Portland, OR 97218  
(503) 326-2346

First, I appreciate the opportunity to have provided service to Polk County for another year. Wildlife Services assists with the management of diverse wildlife conflicts throughout the County including the protection of agriculture, human health and safety threats posed by large carnivores, and the protection of public and private property. With the goal of continuing to provide those services, the intent of this letter is to convey information that will assist with the County's budget process for the July 1, 2017 – June 30, 2018 county fiscal year.

We are presenting a draft budget that outlines the funding required to maintain one USDA-APHIS-Wildlife Services (WS) position from July 1, 2017 – June 30, 2018. The attached budget identifies the total cost of having one full-time Wildlife Specialist in your County and the funding sources to cover those expenses.

Because of the elimination of funding for WS in the State's 2017-19 Biennium budget [Department of Agriculture (ODA) and the Department of Fish & Wildlife (ODFW)] contained in the Governor's Recommended Budget (GRB) we can't count on having the ODA and ODFW funding component for this proposed financial work plan. As a result we have produced a proposed budget request that contains the same amount of funding your county approved for this current contract year, \$0 for both ODA and ODFW, a reduced USDA share, and a projected shortfall if the legislature does not restore the ODA and ODFW funds that have been eliminated in the GRB or if we cannot find any funds to replace these funds (Please See Attached). We do not assume that the County can make up the entire shortfall caused by the loss of State funding, but we desire to work earnestly with the County to determine as soon as possible how much the County can commit to next year's contract, so we can continue providing service after our current agreement expires June 30, 2017.

As you know the State Legislature is currently working on developing a budget for ODA & ODFW; we are hopeful that funding for WS within their respective budgets is restored. There is terrific support for restoring State funding for WS from our diverse stakeholders who are testifying before legislative budget committees. The Association of Oregon Counties (AOC) is engaged in the stakeholder effort. Polk County Commissioner, Craig Pope is working hard on the WS funding issue and could use the assistance of other County Commissioners. I have attached a copy of a joint testimony letter seeking restoration of WS funding signed by agriculture industries, sportsmen's associations and AOC. There are other groups joining the effort to restore WS funding as well.



Please note that the dollar amount identified as coming from your County is the estimated amount that will continue WS services beginning July 1, 2017, but will not support a full-time program unless the WS funds are restored by the Legislature and our increased cost of doing business is covered.

At this time I ask the County to commit to the level of funding indicated in the draft budget. When the Legislature has finalized the ODA and ODFW budgets we can amend our agreement/financial work plan with the final level of available state, county and federal funding.

I am keenly aware of the funding challenges County Officials are faced with. *Our intent is to work with the Counties throughout the budget process and adjust service delivery if necessary to the level of funding the County approves.*

In closing, I want to thank your County again for its continued support of the USDA-APHIS-Wildlife Services program. It is vital to maintain our 27 field people assigned to 26 counties and associations. Wildlife Services looks forward to continuing to serve the County to the best of our ability. I welcome your questions or concerns regarding this budget. Please contact my office if you would like me to attend a County commission meeting in person or via a conference call to discuss the WS program and this budget.

Sincerely,

A handwritten signature in blue ink, appearing to read "David E. Williams", with a stylized flourish at the end.

David E. Williams, State Director

CC: Gil Riddell, AOC Policy Manager  
Encl:



Protecting People | Protecting Agriculture | Protecting Wildlife

Polk County  
July 1, 2017 – June 30, 2018  
Proposed Budget Request

Listed below are the estimated costs and sources of funding for the wildlife services program outlined above:

Estimated Costs	One FTE for FY 17-18
Salary & Benefits	67,773.80
GSA Vehicle Expense	12,550.88
Hires & Reimbursements	2,676.00
Project supplies, misc. expenses	4,144.10
Total Estimated Costs	87,144.78
Funding Sources	.4 FTE for FY 17-18*
USDA Funds	4,423.08
ODA Funds	-
ODFW Funds - Predator (General) funds	-
ODFW Funds - Furbearer funds	-
<b>Polk County Funds<sup>1</sup></b>	<b>15,000.00</b>
Total Estimated Funds <sup>2</sup>	(15,434.84)

\*Specialist shared with Benton County.

*BASED ON FY 16-17 APPROVED BUDGET REQUEST<sup>1</sup>*

*THE SHORTAGE IS A COMBINATION OF COST CHANGES, REDUCED USDA FUNDS AND LOSS OF STATE FUNDS BASED ON WHAT WAS KNOWN THE DATE THIS BUDGET WAS PREPARED<sup>2</sup>*



February 22, 2017

Joint Ways & Means Committee, Natural Resources Subcommittee  
Co-Chairs, Senator Lew Frederick, Representative Brad Witt

Re: SB 5502, Restore Predator Control Funding (USDA-APHIS-Wildlife Services)

Thank you for the opportunity to testify in support of restoring funds to the USDA-APHIS-Wildlife Services (WS) program. WS provides valuable services to Oregon communities, the Oregon Department of Agriculture (ODA) and the Oregon Department of Fish and Wildlife (ODFW). Wildlife causes significant damage each year to natural resources, public infrastructures, private property and agriculture. WS plays a crucial role managing these human-wildlife conflicts.

Oregon's farmers, ranchers, foresters and rural and urban communities see significant damage due to wildlife each year. These communities often rely on WS wildlife damage control experts to provide technical assistance and help curb damage by beavers, cougars, coyotes, elk, Canada geese, and other wildlife. Thanks to a budget note, WS was able to track over 30,000 wildlife conflict resolution cases between July 1, 2013 and September 30, 2014, proving the value of WS across the state to reduce depredation and provide on-the-ground technical assistance. A robust predator control program is key to maintaining the wide range of tools available to protect crops, livestock and pets from loss.

Unfortunately, the Governor's recommended budget for the 2017-2019 biennium eliminates general funds to WS in the ODA and ODFW budgets. The zeroing of funding puts the entire WS program in jeopardy—a program that is responsible for responding to tens of thousands of wildlife conflicts annually. The proposed budget also threatens recent county efforts to provide county match dollars for the WS program. WS is a tremendous investment for the state, leveraging approximately 5:1 federal and county dollars to state dollars, respectively. This investment can only continue with state support.

WS addresses a great diversity of human-wildlife conflicts in the state, and the partnership with ODA, ODFW and WS benefits Oregon wildlife and agriculture. We respectfully ask that the committee restore \$464,200 to WS predator control in the ODA budget. This program is leveraged several times over in Oregon communities and provides essential expertise to deal with wildlife damage.

We appreciate the opportunity to comment.

Respectfully,

Jenny Dresler  
Oregon Farm Bureau Federation

Katie Fast  
Oregonians for Food and Shelter

Gil Riddell  
Association of Oregon Counties

Al Elkins  
Oregon Hunters Association

Tom Nichols  
Oregon Sheep Growers Association

Jerome Rosa  
Oregon Cattlemen's Association

Roger Beyer  
Oregon Seed Council

Amy Patrick  
Oregon Forest & Industries Council

**POLK COUNTY  
PROGRAM SUMMARY**

<b>FUND</b>	<b>DEPARTMENT</b>	<b>DIVISION</b>
300 HOUSEHOLD HAZARDOUS WASTE	310 COMMUNITY DEVELOPMENT	595 HOUSEHOLD HAZARDOUS WASTE
<b>Program Description:</b>		
The Household Hazardous Waste (HHW) program provides for a locally funded program to provide a method of safely disposing of waste that could create a public health and safety hazard if products are not safely used or disposed of. The program will also have a public education component.		
<b>Program Goals or Objectives:</b>		
To provide safe disposal options for household hazardous waste. This provides for regular HHW events and a facility that is open one day a week for drop off in Marion County.		

<b>Descriptive Statistics:</b>					
<b>Indicator</b>	<b>Actual 13-14</b>	<b>Actual 14-15</b>	<b>Actual 15-16</b>	<b>Projected 16-17</b>	<b>Proposed 16-17</b>
Events Conducted	2	2	2	2	2
Households served	442	484	447	450	450
Pounds Collected HHW / Latex Paint	24,042 / 16,815	21,543 / 21,000	20,445 / 26,350	22,000 / 21,000	22,000 / 21,000

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

300 Household Hazardous Waste	(Fund)
595 Household Hazardous Waste	(Divn)
310 Community Development	(Dept)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
9,936	10,121	10,273	0.15	8040	Management/Supervisory	10,727	0.15	10,727	0.15		
12,139	12,467	6,254	0.05	8050	Department Head	6,697	0.05	6,697	0.05		
0	0	0		8080	Temporary/Part-Time	0		0			
415	884	500		8090	Overtime	1,000		1,000			
22,490	23,472	17,027	0.20		<b>Total Salaries</b>	18,424	0.20	18,424	0.20	0	0.00
4,496	5,498	3,576		8110	PERS-Retirement	4,422		4,422		0	
1,646	1,700	1,303		8120	Social Security/Medicare	1,409		1,409		0	
2,775	2,904	3,760		8140	Insurance	3,960		3,960		0	
112	117	85		8150	Unemployment	92		92		0	
178	185	124		8160	Workers Compensation Insurance	134		134		0	
31,697	33,876	25,875	0.20		<b>Total Personal Services</b>	28,442	0.20	28,442	0.20	0	0.00
0	0	50		8210	Office Supplies	50		50			
0	0	100		8220	Operating Supplies	100		100			
0	0	500		8250	Small Tools & Minor Equip.	500		500			
820	578	2,000		8310	Advertising and Printing	2,000		2,000			
0	0	50		8320	Photocopying	50		50			
0	0	100		8330	Postage	100		100			
7	7	50		8410	Dues, Memberships & Publication	50		50			
0	0	200		8420	Workshops and Conferences	200		200			
0	0	1,000		8430	Transportation	1,000		1,000			
95	308	0		8510	Professional Services	0		0			
35,809	23,107	127,563		8540	Contract Services	133,815		133,815			
0	0	250		8610	Repairs & Maintenance	250		250			
0	0	0		8750	Participation/Public Agencies	0		0			
375	400	450		8820	Insurance Interdepartmental	500		500			
4,713	4,602	3,812		8830	Management Services Interdept.	2,943		2,943			
0	0	0		8840	Information Services Interdept	0		0			
41,819	29,002	136,125			<b>Total Materials &amp; Services</b>	141,558		141,558		0	
0	0	0		8942	Machinery	0		0		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	0		0		0	
73,516	62,878	162,000	0.20		<b>Total Department Expenses</b>	170,000	0.20	170,000	0.20	0	0.00
<b>Revenues</b>											
102,497	93,725	94,000		6000	Beginning Fund Balance	100,000		100,000			
64,744	71,467	68,000		6050	Franchise Tax	70,000		70,000			
0	0	0		6990	Miscellaneous	0		0			
167,241	165,192	162,000			<b>Total Revenues</b>	170,000		170,000		0	
<b>Net Cost of Program</b>											
(93,725)	(102,314)	(0)			Expenditures less Revenue	(0)		(0)		0	

FUND	DEPARTMENT	DIVISION
GENERAL FUND	COMMUNITY CORRECTIONS	CORRECTIONS

**PROGRAM DESCRIPTION:**

The department consists of 14.50 employees;

- Nine (9) full-time Parole / Probation Officers.
- One Caseload Specialist.
- One Office Specialist II.
- One Administrative Assistant.
- One Parole / Probation Officer Supervisor.
- Department Director.

Specialized caseloads within the department consist of the following:

- One sex offender caseload (67 offenders).
- Six medium / high risk caseloads (63 is average caseload).
- Two limited / low risk caseloads (102 is average caseload).

**NOTE:**

- One PO also, in addition to her regularly assigned caseload, supervises the Drug Court caseload (24 participants).
- One PO also, in addition to her regularly assigned caseload, supervises the Friday Court (Mental Health Court) caseload (6 participants).

**STATISTICAL HIGHLIGHTS FOR YEAR 2016:**

- As of February 1, 2017 there were 635 offenders supervised by the department (441 felonies, 194 misdemeanors).
- Throughout Year 2016 staff made 129 arrests (2.5 arrests each week) within the department. Numerous other arrests were made while conducting field visits with the assistance of other law enforcement agencies.
- The monthly average for fees collected by the department during Year 2016 (excluding CSW buyouts) was \$14,329.
- A total of 369 cases were referred to the department during 2016; 159 were felony and 210 were misdemeanor. Another 115 cases that were convicted in Polk County were immediately forwarded to the county of residency when reporting in after Court.
- 41% of the department's offender base is employed, 39% reports unemployed, 8% receives SSI and it is unknown whether 12% of the population is or isn't employed.
- Polk County Drug Court started in July 2005 and continues to be a strong program. Over 100 offenders have successfully graduated from the program and nearly 30 babies have been born drug-free. Currently, there

are 24 active participants. Two plus years ago the program lost financial assistance through CJC (Criminal Justice Commission) and the county continued to fiscally support the program until state grant monies were obtained. In February 2017, a grant request was completed and submitted to CJC. Polk County should here by June 1<sup>st</sup> whether monies will be awarded to Polk County Drug Court or not.

- In April 2016, Polk County Friday Court (Mental Health Court) was implemented. A vast array of county and state employees makes up the Friday Court Team. Like Drug Court, weekly team staff meetings occur to discuss the current status of each program participate. Then, depending of each participants standing in the program, participants appear before the Court weekly. Currently, there are six (6) participants in Friday Court. The program is financially supported through in-kind contributions from the various county / state employees that partake in the program.
- Of the 5,144 urinalysis tests monitored and collected in 2016, .11% (597) returned positive for a controlled substance.

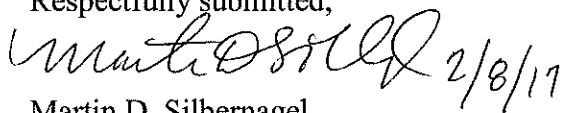
The department's fees and charges imposed include:

1. Monthly supervision fee.....\$40.
2. Positive / dilute urinalysis test.....\$25.
3. Offender request to transfer to another county.....\$10.
4. DNA Swabbing.....\$10.
5. Polygraph testing (maintenance / full disclosure).....\$150.
6. Interstate Compact fee.....\$100.
7. Community Service buyout.....\$8.00  
(per hour if approved and all other financial obligations are paid)
8. Community Service fee.....\$30.
9. Offender requested travel permit outside the state.....\$10.
10. Transition fee (one-time fee imposed at beginning of supervision)..\$25.
11. No Show fee for intake appointment.....\$25.
12. Oral drug / alcohol swab.....\$25.
13. Returned check fee.....\$28.
14. ADJUST program for Diversion offenders.....\$100.
15. Short term housing fee (per day).....\$10.
16. Drug Court monthly fee.....\$25.

**DESCRIPTIVE STATISTICS: Please see following pages.**

**PROGRAM GOALS / OBJECTIVES: Please see following pages.**

Respectfully submitted,

 2/8/17

Martin D. Silbernagel  
Director

<b>FEES COLLECTED (Not including CSW fees/buyouts)</b>	
1995 (July- December)	\$ 14,441.75
1996	\$ 31,300.20
1997	\$ 36,470.04
1998	\$ 54,335.85
1999	\$ 55,613.33
2000	\$ 98,068.17
2001	\$ 155,469.40
2002	\$ 196,278.53
2003	\$ 179,759.27
2004	\$ 193,418.02
2005	\$ 191,854.01
2006	\$ 221,648.62
2007	\$ 251,848.45
2008	\$ 244,951.25
2009	\$ 214,906.81
2010	\$ 239,355.23
2011	\$ 191,482.80
2012	\$ 212,439.15
2013	\$ 154,188.00
2014	\$ 195,359.79
2015	\$154,869.64
2016	\$ 171,958.85
2017-Projected	\$180,000.00

<b>TOTAL OFFENDERS</b>	
1998	436
1999	506
2000	656
2001	667
2002	535
2003	539
2004	582
2005	667
2006	721
2007	758
2008	721
2009	725
2010	748
2011	738
2012	716
2013	668
2014	679
2015	621

2016	635
2017-Projected	660

NEW CASES (Average per month)	
1998	184 (15)
1999	269 (22)
2000	461 (38) 200 Felony 257 Misdemeanor
2001	397 (33) 189 Felony 208 Misdemeanor
2002	319(26) 153 Felony 166 Misdemeanor
2003	295 (24.5) 159 Felony 136 Misdemeanor
2004	288 (24) 147 Felony 141 Misdemeanor
2005	295 (24.5) 132 Felony 163 Misdemeanor
2006	307 (25.5) 147 Felony 160 Misdemeanor
2007	309 (25.75) 149 Felony 160 Misdemeanor
2008	343 (28.5) 108 Felony/235 Misdemeanor
2009	349 (29) 142 Felony/ 207 Misdemeanor
2010	381 (31) 170 Felony/ 211 Misdemeanor
2011	324 (27) 129 Felony/ 195 Misdemeanor
2012	380 (32) 163 Felony/ 225 Misdemeanor
2013	349 (29) 122 Felony/ 227 Misdemeanor
2014	369 (31) 137 Felony/ 232 Misdemeanor
2015	302 (25) 139 Felony/163 Misdemeanor
2016	369 (31) 159 Felony/ 210 Misdemeanor
2017-Projected	375

% Of Supervised Felony vs. Misdemeanor Offenders		
	Felony	Misdemeanor
1998	83%	17%
1999	73%	27%
2000	60%	40%
2001	60%	40%
2002	60%	40%
2003	67%	33%
2004	69%	31%
2005	44.75%	55.25%
2006	72%	28%
2007	75.0%	25.0%
2008	63%	37%
2009	69%	31%
2010	71%	29%
2011	69%	31%
2012	68%	32%
2013	73%	27%
2014	70%	30%
2015	68%	32%

2016	70%	30%
2017-Projected	70%	30%

<b>Probation Violation Reports Completed/Sanction Reports Completed</b>	
2000 (August – December)	197/117 (49 PV's/29 Sanctions average per month)
2001	566/361 (47 PV's/30 Sanctions average per month)
2002	510/396 (42.5 PV's/33 Sanctions average per month)
2003	398/368 (33 PV's/ 30.6 Sanctions average per month)
2004	419/408 (35 PV's / 34 Sanctions average per month)
2005	397/325 (33 PV's / 27 Sanctions average per month)
2006	372/376 (31 PV's/31 Sanctions average per month)
2007	350/381 (29 PV's/31.75 Sanctions Average per month)
2008	336/424 (28 PV's/35 Sanctions average per month.)
2009	364/394 (30 PV's/33 Sanctions average per month.)
2010	331/478 (27 PV's/ 39 Sanctions average per month.)
2011	322/488 (27 PV's/ 41 Sanctions average per month.)
2012	281/478 (23 PV's/ 40 Sanctions average per month)
2013	235/476 (19 PV's/ 40 Sanction average per month)
2014	291/478 (24 PVs/40 Sanctions average per month)
2015	276/530 (23 PV's/44 Sanction average per month)
2016	360/446 (30 PV's/37 Sanctions average per month)
2017-Projected	375/450

<b>SUPERVISORY AUTHORITY / PROBATION ADMINISTRATIVE WARRANTS</b>	
1998	25
1999	57
2000	62
2001	74
2002	94
2003	60
2004	108
2005	63
2006	76
2007	50
2008	56
2009	50
2010	64
2011	71
2012	88
2013	91/99
2014	83/92
2015	100/75
2016	95/42
2017-Projected	100/75

#### **Office Arrests**

2005	211 (4.0 arrests per week)
2006	241 (4.6 arrests per week)
2007	251 (4.8 arrests per week)
2008	253 (4.8 arrests per week)
2009	234 (4.5 arrests per week)
2010	249 (4.7 arrests per week)
2011	269 (5.1 arrests per week)
2012	205 (3.9 arrests per week)
2013	203 (3.9 arrests per week)
2014	195 (3.75 arrests per week)
2015	203 (3.9 arrests per week)
2016	129 (2.5 arrests per week)
2017-Projected	140

#### **U.A.'s COLLECTED/ # OF POSITIVE RESULTS**

1998	2111/ 500 (24 %)
1999	3026/ 640 (21%)
2000	3434/ 1138 (33%)
2001	3916/ 972 (24%)
2002	3559/ 856 (24%)
2003	3477/ 765 (22.5%)

2004	3711/ 915 (24%)
2005	3889 / 877 (22%)
2006	4,466 / 810 (18%)
2007	2097/655 (31%)-excluding "instant testing"
2008	2745/705 (25%)
2009	3624/622 (17%)
2010	5519/ 823 (14%)
2011	4743/ 679 (13%)
2012	4762/ 754 (15%)
2013	4075/ 562 (13%)
2014	4053/545 (10/5%
2015	4766 (13%)
2016	5144/597 (11%)
2017-Projected	5000/500 (10%)

### **PROGRAM GOALS / OBJECTIVES**

Year 2002:

1. To collect DNA sample on all supervised felony offenders by June 30, 2002. **(MET)**
2. To enhance service delivery to crime victims through the VINE (Victim Information and Notification Everyday) and collection of restitution monies. **(ON GOING)**
3. To have a 50% success rate or better when conducting offender field visits and to complete 1500 successful field visits. **(NOT MET)**
4. To offer drug / alcohol treatment to jail inmates. **(NOT MET)**
5. To collect \$200,000.00 in department fees. **(NOT MET)**
6. To have department defensive tactics training on a quarterly basis. **(MET)**
7. To schedule public meetings for community members to attend and to become better informed of Polk County Community Corrections. **(NOT MET)**
8. To develop and implement a fee collection program to assist in the collection of department fees owed by offenders transferring to other counties and / or who have discharged from supervision. **(MET)**
9. To assist in securing a tenant for the downstairs area of the department building. **(NOT MET)**

Year 2003:

1. To have a 50% success rate or better when conducting offender field visits and to complete 1500 successful field visits. **(NOT MET)**
2. To offer drug / alcohol treatment to jail inmates. **(NOT MET)**
3. To collect \$210,000.00 in department fees. **(MET with addition of CSW monies)**
4. To schedule department meetings for community members to attend and to become better informed of Polk County Community Corrections. **(MET)**
5. To assist in securing a tenant for the downstairs area of the department building. **(NOT MET)**
6. To secure sex offender subsidy housing for Polk County offenders. **(MET; Stepping Out Ministries)**

Year 2004:

1. To have a 50% success rate or better when conducting offender field visits and to complete 1500 successful field visits. **( NOT MET)**
2. To collect \$190,000.00 in department fees. **(MET)**
3. To provide supervision to all misdemeanor / felony offenders referred to the department. **(MET)**
4. To offer drug / alcohol treatment to jail inmates. **(NOT MET)**

Year 2005:

1. To collect \$200, 00.00 in department fees (excluding CSW buyouts). **(NOT MET)**
2. To successfully transition to a different office location. **(NOT MET)**
3. To address “transitional housing” issues with Marion County and the Department of Corrections. **(MET)** In regards to immediate issues and long term solutions are still being discussed and investigated (on-going).
4. To partner in the delivery of training to interested “chaperones” for sex offenders supervised by the department. **(MET)**
5. To assist in the planning and implementing of “Drug Court” in Polk County. **(MET)**
6. To address bargaining unit (F.O.P.P.O.) issues as they arise. **(MET/ONGOING).**

Year 2006:

1. To collect \$200,000.00 in department fees (excluding CSW buyouts). **(MET)**
2. To establish short term (30 days) transitional housing for Community Corrections homeless offenders. **(MET)**
3. To explore options and secure a GPS offender tracking system, to be used primarily for sex offenders. **(MET)**
4. Continue to partner with sex offender therapists, Terry Harrington, and Polk County District Attorney's office in delivery of training to interested "chaperones" for sex offenders supervised by the department. **(MET)**
5. To implement further EBP (Evidence Based Practices). **(MET)**

Year 2007:

1. To collect \$225,000 in department fees (excluding CSW buyouts). **(MET)**
2. Decrease the unemployment rate involving the department's offenders (currently, 57% of the department caseload is employed at least 50% of the time.) **(NOT MET)**
3. To establish and implement defensive tactic training for department staff. **(NOT MET)**
4. Continue to participate with Polk County Drug Court. **(MET)**
5. To implement further EBP (Evidence Based Practices). **(MET)**

Year 2008:

1. To collect \$260,000.00 in department fees (excluding CSW buyouts). **(NOT MET).**
2. To transition successfully with anticipated changes in the court system and the District Attorney's office. **(ON GOING).**
3. To increase department presence in the community by attempting 4700 offender field contacts. **(NOT MET).**
4. To partner closer with DOC (Department of Corrections) and Home For Good Program in the transitioning of offenders from state to county jurisdiction. **(MET).**

5. To establish and implement training involving the effective use of department issued equipment. **(MET)**.

Year 2009:

1. To collect \$260,000.00 in department fees (excluding CSW buyouts). **(NOT MET)**
2. To increase department presence in the community by attempting 4600 offender field contacts. **(NOT MET)**
3. To partner with Oxford Drug/Alcohol free housing for local housing options. **(NOT MET)**
4. To enhance communication with physicians for more effective monitoring of prescribed/un-prescribed medications. **(ON-GOING)**
5. To provide staff training as needed; tactical and non-tactical. **(MET)**

Year 2010:

1. To complete offender risk assessments on all medium/high risk offenders that support evidence based practices. **(NOT MET)**
2. To collect \$230,000.00 in department fees (excluding CSW buyouts). **(MET)**
3. To partner with the Dallas Ministerial Association with a local transition house. **(MET)**
4. To provide and/or refer staff to various professional training as needed and necessary. **(MET)**

Year 2011:

1. To assist in developing transitional housing for males in Polk County. **(NOT MET)**
2. To develop and provide educational life training to middle-aged youth who have at least one parent supervised by Polk County Community Corrections. **(NOT MET)**
3. To collect \$250,000.00 in department fees (excluding CSW buyouts). **(NOT MET)**
4. To enhance and confirm department-wide practices involving the supervision and monitoring of offenders. **(MET- ON GOING)**

Year 2012:

1. To assist in developing transitional housing for males in Polk County. **(MET)**
2. To develop and provide educational life training to middle-aged youth who have at least one parent supervised by Polk County Community Corrections. **(NOT MET)**
3. To collect \$210,000.00 in department fees (excluding Community Service buyouts). **(MET)**
4. To complete Evidence Based Assessments on all offenders referred to the department. **(MET)**
5. To provide supervision services to offenders at a “sub-station” in West Salem. **(NOT MET)**

Year 2013:

1. To enhance Evidence Based Practices involving assessment of risk. **(MET)**
2. Continue to focus on employment training assistance for offenders that are chronically unemployed. **(MET)**
3. Enhance inter-department communications with the District Attorney’s Office. **(ON-GOING)**
4. Assist in increasing the funded offender caseload. **(ON-GOING)**
5. Provide staff training involving Defensive Tactics and “risk assessment training”. **(MET)**

Year 2014:

1. Continue to enhance EBP (Evidence Based Practices). **(ON-GOING)**
2. Develop further transitional housing options for males. **(ON-GOING)**
3. Create intake screening procedure for all new cases. **(MET)**
4. Enhance working relations with A NEW LEAF for purposes of females releasing back to Polk County from prison. **(MET)**

Year 2015:

1. Enhance transitional housing for males and females. **(On-Going)**
2. Provide Trauma Informed Care to all departmental staff. **(MET)**

3. To enhance Evidence Based Practices with offender case planning.(ON-GOING)

Year: 2016:

1. Meet Justice Reinvestment Program goals locally; enhanced transitional housing, partnering with local employers to help employ offenders. (ON- GOING)
2. Assist with the implementation of Mental Health Court. (MET)
3. Effectively transition after the departing of long termed staff.(ON-GOING)
4. Provide staff training involving Defensive Tactics Training and O.C. Spray Training. (MET)

**POLK COUNTY COMMUNITY CORRECTIONS**  
**TIMELINE**  
**SIGNIFICANT EVENTS**

**1996**

- Responsibility for Community Corrections transfers from State control to County control.
- **Total Fees Collected: \$31,300.20**

**1997**

- 5/21/97 Sanction Court created by Judge Luukinen.
- 6/26/97 First Sex Offender Notification completed/ Polygraph and Sex Offender treatment therapist contracts.
- 7/14/97 SB 156 goes into effect. Complete control of offender to the Supervisory Authority; determination of PPS start date, conditions of supervision and the appropriate sanctions to be imposed.  
Establishment of a fee policy for electronic monitoring.  
ADJUST Program begins with the Juvenile Dept. at Community Corrections.
- 9/97 Staff trained in the use of OC spray.
- 10/97 Process for referring unpaid fees to the Dept. of Revenue for collection.  
Beginning of the ADJUST Program for adults and ending Juvenile population.  
ADJUST Program added as part of the general conditions of supervision for all Polk County offenders.
- **Total Fees Collected: \$36,470.04**

**1998**

- 2/98 Courts / DA office agree to add ADJUST to the general conditions of

- supervision.
- 3/98 Anger Management Program contract implemented with Lorrie Dukart.
- 4/98 Completion of First Supervisory Authority warrant.
- 6/98 \$50.00 Interstate Compact fee established and becomes part of the Community Corrections fee system.
- 9/98 Transition house for females contracted with "Shelly's House" in Marion County (contract terminated in July 2001)
- 12/98 Most Wanted Offenders published in local newspapers (one weekend each month).
- **Total Fees Collected: \$54,335.85**

### 1999

- 4/99 SMART (Supervision Management and Recidivism Tracking) Program established in partnership with local law enforcement agencies.
- 6/99 Community Corrections moves to current location (689 Main St.)
- 10/99 Abolishment of court probation by Polk County Courts. Community Corrections assume supervision of all court probation offenders.
- 12/99 Increase of supervision fees instituted; from \$25.00 to \$35.00
- **Total Fees Collected: \$55,613.33**

### 2000

- 2/00 Implementation of ADJUST Program in Polk County Jail.
- 5/00 Transition house for males became available; located in Marion County and ended in Feb. 2001.
- 7/00 First Department Newsletter. Newsletter is published every quarter and distributed.  
Community Corrections begins the process to become a stand-alone department and no longer be a part of the Human Services Dept.
- 8/00 Implementation of \$10.00 fee for offenders wishing to transfer out of county, prior to transfer investigation begin sent to receiving county.
- 9/21/00 Department begins detaining/arresting offenders at the office and transporting to the Polk County Jail without assistance from Dallas Police Dept. Establishment of two intake officers within the Department.  
Establishment of specified caseloads; DUII, Misdemeanant, Domestic Violence and Sex Offender caseload.
- 11/00 Restitution Tracking Program is implemented. Monthly, specified offenders must report in person and provide written confirmation that restitution payment has been paid each month.
- **Total Fees Collected: \$98,068.17**

### 2001

- 7/01 Community Corrections becomes a stand alone department.

- 9/01 Posting of predatory sex offenders on the county web-site.
- . Community Service work minimum standards established in partnership with Polk County Courts. The standards are: Each offender must perform two (2) days each month. Anyone not employed on a full time basis must report as follows:
  - 75% employed—3 days minimum
  - 50% employed—4 days minimum
  - 25% employed—5 days minimum
  - Not employed—6 days minimum.
- **Total Fees Collected: \$155,469.40**

## 2002

- 1/1/02 Offender DNA tests collected by staff per state law.
- 1 /02 Offenders complete department staff survey regarding service delivery and professionalism. Overall, the results were very positive.
- 4/02 Implementation of enhanced billing system for collection including cases that have expired or terminated supervision.
- 6/02 VINE system (Victim Information Notification Everyday) becomes available to all victims of crime. Due to partnership between DOC and DOJ this program has become available county wide. Between 2/02 and 1/03, 101 people have registered (41 through Polk County Community Corrections and 60 through the Polk County Jail).
- 7/02 Community Service Coordinator is housed with Community Corrections.
- 8/14/02 Random urinalysis testing program is implemented. Offenders are assigned a specific "color" and each day they call a recorded message to find out what the "color" for the day is.
- 11/102 Reorganization of caseloads, high-risk caseload established ( not to exceed 50 offenders), four P.O.'s conduct field visits for the entire office staff.
- **Total Fees Collected: \$196,278.53**

## 2003

- .After a decrease of 135 offenders from year 2001 to 2002, total offenders supervised by the department have remained constant since.
- The department attempted an all time high of 3454 offender field contacts (649) more than any year dating back to 1998). Department's restitution tracking program assisted in the collection of \$10,773.59 for specific victims of crimes.
- 2/03 Due to cutbacks by State Courts, certain criminal offenses and probation violators are cited to appear in court after July 1, 2003.
- 3/03 to 8/03 The Department and County is scrutinized by the media (news papers/ television) for not providing housing to indigent sex offenders.
- 3/25/03 Public invited to open discussion regarding Polk County Corrections
- 7/03 Department loses 1.5 positions due to State/ County cutbacks.
- 7/31/03 Department begun periodic prison tours for specific offenders

identified by staff.

- 9/1/03 Stepping Out Ministries secures offender housing in West Salem.
- **Total Fees Collected: \$179,759.27**

## 2004

- 6/04 County receives letter from D.O.C.; housing differences between Polk and Marion County to be resolved in 30 days or Polk will be subject to a formal hearing for violating Intergovernmental Agreement entered with D.O.C.
- 7/04 Polk and Marion County commissioners sign letter of agreement outlining specific conditions and issues to be addressed by July 1, 2005.
- 7/04 The BLM work project and Dumpstoppers begins, as part of the Community Service Work Program.
- 8/04 Sex offender housing through Steve Stuckey closed.
- 10/04 Oxford House opened in Polk County.
- 10/04 Union Gospel Mission reports having no plans in the future to open satellite office in Polk County due to financial constraints and desirable and available buildings.
- 11/04 Community Corrections staff elect to pursue different bargaining unit; FOPPO (Federal Organization of Parole/Probation Officers).
- 11/04 Sex offender chaperone training (10 hours) completed for 26 volunteers.
- 11/04 In partnership with Polk County Courts, the county is selected to participate in the Adult Drug Court training program. After the county's six-member team participates in the required Drug Court training, Polk Court's (Judge Horner) will implement Drug Court.
- 12/04 Annual "Team Achievement" award presented to "Community Corrections staff by the Board of Commissioners.
- Since January 1996 only three full time staff members have elected to leave the department; two for employment in other counties (while performing same duties as in Polk) and one staff retired.
- **Total Fees Collected: \$193,418.02 (excluding CSW buyouts)  
\$250,173.16 (including CSW buyouts)**

## 2005

- 2/05 Staff participated in and obtained CPR/ First Aid certification.
- 7/1/05 Polk County Drug Court started.
- 8/05 County / Community Corrections is publicly scrutinized for authorizing a sexual offender to live in Monmouth.
- 9/05 F.O.P.P.O. (Federation of Oregon Parole/Probation Officers) and county reach union agreement.
- 10/05 P.O.'s started implementing offender assessments (LS-CMI's) to better evaluate offender risk to re-offend.
- 10/05 Staff participated in Taser training. Four Tasers are available to field staff.
- 10/15/05 Sex offenders are no longer allowed to reside at the Union Gospel Mission if under supervision with Polk County Community Supervision.

- 12/1/05 Contract signed between DOC and Polk Community Corrections that allows “homeless” inmates to serve the last 90 days of custody in the county jail. P.O.’s will work with offenders the last 90 days of the custody sentence to develop approved housing upon their release date, prepare for full disclosure polygraph exam.
- Beginning Jan. 2005 the Criminal Justice Sub-Committee has met monthly, primarily focusing on solutions for the “homeless” sex offender population. Numerous suggestions / ideas have been brainstormed and discussed at length regarding transitional housing. The committee continues to meet each month..
- **Total Fees Collected: \$192,002.01 (excluding CSW buyouts)**  
**\$262,911.66 (including CSW buyouts)**

### 2006

- 3/06 due to medical issues, two full time staff members are out of the office for nearly 3 months combined.
- 6/06 modified the department’s caseloads to allow for increased felony offender supervision.
- 7/06 the department establishes “field teams” and monthly expectations for staff when conducting offender field visits.
- 8/06 GPS training completed by staff.
- 8/06 Criteria established for outstanding supervision fees exceeding \$500.00 to be converted to Community Service work. (This has resulted in some offenders paying outstanding monies in full rather than having to report for CSW.)
- 9/06 Video surveillance installed in the major portions of the department’s building.
- 10/06 Community Service work program duties/responsibilities assumed by Community Corrections Staff and Building Maintenance Staff.
- 11/06 Sex offender chaperone program offered through partnership with Terry Harrington, sex offender treatment provider, District Attorney’s office, Juvenile Department and Community Corrections.
- 12/06 During past four years an increase has occurred with the overall felony offender caseload each year (from 368 in year 2003 to 526 in year 2006)
- **Total Fees Collected: \$238,928.62 (excluding CSW fees)**  
**\$309,902.60 (including CSW fees)**

### 2007

- 3/07 GPS monitoring implemented for the first time by the department.
- 5/07 Short term housing unit through Polk County Community Corrections opened.
- 11/07 Seven (7) participants graduated from Polk County Drug Court (Since Drug Court started in July 2005 a total of 9 participants have graduated from the program.)
- 11/07 Sex offender chaperone program offered through partnership with Terry Harrington, Sex Offenders treatment provider, Juvenile Department and Community Corrections.
- **Total Fees Collected: \$251,848.45 (excluding CSW fees)**

**\$325,991.75 (including CSW fees)**

**2008**

- 5/08 Union negotiations completed resulting in three year contract with FPPO.
- 5/08 \$128,500.00 grant received from state for Polk County Drug Court.
- 5/08 Department/County wide Ethics training provided by Chief Jon Zelifs, Central Point Police Dept.
- 7/08 Polk County Sanction Court discontinued, allowing P.O.'s to have authority to sanction offenders up to 15 days in jail.
- 9/08 Department staff re-certified in Taser training.
- 10/08 Two full time P.O.'s completed the required 4-week training at DPSST.
- 11/08 Sean Bossen, Outreach Coordinator for Oxford Housing, begins seeking out potential drug free housing options in Polk County.
- **Total Fees Collected: \$244,951.25 (excluding CSW fees)**
- **\$326,274.17 (including CSW fees)**

**2009**

- 3/09 Two (2) full time P.O.'s laid off due to budget cutbacks.
- 4/09 Supervision of misdemeanor offenders modified and direct supervision limited.
- 5/09 Awarded \$128,500.00 from the Criminal Justice Commission for Polk County Drug Court.
- 7/09 One (1) full time P.O. submits her resignation and two (2) P.O.'s hired to fill vacant positions.
- 11/09 Granted supplemental drug/alcohol treatment monies from the State for Measure 57 offender treatment.
- 12/09 P.O. Supervisor resigned and position remains vacated.
- **Total Fees Collected: \$214,906.81 (excluding CSW fees)**  
**\$346,648.86 (including CSW fees)**

**2010**

- 3/10 Two PO's hired.
- 7/10 Judge Luukinen retires.
- 8/10 One full-time PO laid off due to budget cutbacks.
- 10/10 Supervision practices involving all misdemeanor and low/limited risk felony offenders modified to reduced "direct supervision".
- 10/10 ADJUST program (Cognitive Skills) is now provided to all offenders referred to the department.
- 12/10 Polk County Drug Court informed by BJA (Bureau of Justice Assistants) that a 3 year grant totaling \$113,632.50 is being awarded.
- **Total fees collected: \$239,355.23 (excluding CSW fees)**  
**\$348,680.40 (including CSW fees).**

## 2011

- 9/11 Last P.O. in the department successfully completes classroom requirements through DPSST.
- 9/11 “Thinking For Change” curriculum incorporated into the department’s cognitive skills program.
- 10/11 Modified supervision practices to all limited/low risk offenders.
- 10/11 Evidence based assessment (LSCMI) completed on all medium/high risk offenders.
- 11/11 Sex Offender treatment services provided weekly at the department by Ben Brown.

## 2012

- 2/12 River of Life, Men’s Transition House opens.
- 7/12 P.O. re-classed to CSW Coordinator.
- 7/12 Limited/ Low Risk Caseload of 220+ supervised by one P.O.
- 7/12 Community Corrections Director assumes duties of Juvenile Department Director position.
- 10/12 Department begins implementing Evidence Based Practices Risk Assessment tool.
- 11/12 P.O. leaves county employment.
- 12/12 Retirement by Judge Horner, end of DA Butterfield’s term in office.

## 2013

- 3/13 Two P.O.’s hired to fill vacancies.
- 7/13 13 year veteran P.O. resigns position with the department.
- 8/13 Department defensive tactics training- provided by Sgt. Joel Pickard (Benton County Community Corrections.)
- 9/13 Probationary P.O. let go.
- 9/13 Intake Officer Position created.
- 11/13 P.O. hired to fill vacancy.

## 2014

- 2/14 CPR/First Aid training for department staff.
- 6/14 .5 (half time) Office Specialist I hired.
- 6/14 Jail Diversion meeting group established with Judge Hill to address mental health offenders in the community.
- 12/14 OC Spray and Taser training for all staff.

## 2015

- 9/26 Crisis Intervention Training provided to Staff by Polk County Behavioral Health.
- 9/15 Female transitional housing referrals discontinued with Titus III.
- 10/15 Justice Reinvestment Funding application completed and funding awarded through July 2017.

## 2016

- 4/1 Mental Health Court Started, after 1.5 years of planning.
- 5/31 Longtime Supervisor with the department retires.
- 8/22 Two entry level P.O.'s hired.
- 11/1 Housing study of five (5) transitional beds begins; to help determine "housing" effectiveness.
- 9/29 OC Spray and Taser Training certification for two (2) uncertified P.O.'s.
- 11/3 Re-certification training to all staff for OC Spray and Taser Training.

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15	FY 15-16	FY 16-17	Acct.		FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE
								Approved	FTE
<b>Expenditures</b>									
99,271	110,867	126,659	3.00	8010	Clerical/Admin. Specialist	135,935	3.00	135,935	3.00
0	0	0	0.00	8020	Laborer	0	0.00	0	0.00
504,017	512,787	577,628	9.00	8030	Professional/Technical	623,455	10.00	623,455	10.00
72,635	85,367	80,558	1.00	8040	Management/Supervisory	84,179	1.00	84,179	1.00
59,861	61,829	62,647	0.55	8050	Department Head	54,000	0.55	54,000	0.55
28,877	15,966	0		8080	Temporary/Part-time	0	0.00	0	0.00
9,145	24,417	10,000		8090	Overtime	10,000		10,000	
<b>773,806</b>	<b>811,233</b>	<b>857,492</b>	<b>13.55</b>		<b>Total Salaries</b>	<b>907,569</b>	<b>14.55</b>	<b>907,569</b>	<b>14.55</b>
140,377	177,846	180,073		8110	PERS-Retirement	199,665		199,665	0
57,480	60,055	65,598		8120	Social Security/Medicare	69,429		69,429	0
199,719	204,166	260,160		8140	Insurance	291,000		291,000	0
3,870	4,071	4,287		8150	Unemployment	4,538		4,538	0
20,415	21,190	25,725		8160	Workers Comp. Insurance	27,227		27,227	0
<b>1,195,667</b>	<b>1,278,561</b>	<b>1,393,336</b>	<b>13.55</b>		<b>Total Personal Services</b>	<b>1,499,428</b>	<b>14.55</b>	<b>1,499,428</b>	<b>14.55</b>
2,481	4,083	6,000		8210	Office Supplies	6,000		6,000	
2,677	9,751	4,000		8220	Operating Supplies	4,000		4,000	
0	0	1,000		8225	Fuels & Lubricants	1,000		1,000	
0	0	0		8240	Software and Maintenance	3,500		3,500	
1,649	4,276	5,000		8250	Small Tools & Minor Equip.	5,000		5,000	
1,835	2,246	3,000		8310	Advertising & Printing	2,500		2,500	
3,942	5,390	4,000		8320	Photocopying	5,000		5,000	
3,832	3,293	4,000		8330	Postage	4,000		4,000	
8,296	6,983	7,500		8340	Telephone	7,500		7,500	
31,957	30,712	30,000		8350	Utilities	30,000		30,000	
1,033	950	1,000		8410	Dues, Memberships & Publ	1,000		1,000	
1,848	1,612	2,000		8420	Workshops and Conferences	2,000		2,000	
7,361	6,988	8,000		8430	Transportation	7,500		7,500	
202,834	159,539	150,000		8510	Professional Services	125,000		125,000	
10,000	25,400	35,000		8540	Contract Services	30,000		30,000	
3,120	3,214	3,000		8550	Contract - Other Public Agencies	3,500		3,500	
116	250	25,000		8580	Special Projects	15,000		15,000	
17,969	20,751	10,000		8610	Repairs and Maintenance	5,000		5,000	
0	68	1,000		8614	Vehicle Maintenance	1,000		1,000	
138,309	126,000	145,000		8660	Rentals	150,000		150,000	
0	19,585	25,000		8670	Boarding Expense	75,000		75,000	
19	10	0		8790	Misc. Dept. Expenses	0		0	
2,300	2,600	2,750		8820	Insurance Interdepartmental	3,000		3,000	
63,099	64,360	63,597		8830	Management Services Interdept.	58,507		58,507	
35,541	35,637	33,209		8840	Information Services Interdept.	34,104		34,104	
<b>540,218</b>	<b>533,698</b>	<b>569,056</b>			<b>Total Materials and Services</b>	<b>579,111</b>		<b>579,111</b>	<b>0</b>
0	0	0		8920	Buildings	0		0	0
0	0	0		8944	Vehicles	0		0	0
0	0	0		8948	Computers and Attachments	0		0	0
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>1,735,885</b>	<b>1,812,259</b>	<b>1,962,392</b>	<b>13.55</b>		<b>Total Department Expenses</b>	<b>2,078,539</b>	<b>14.55</b>	<b>2,078,539</b>	<b>14.55</b>
<b>Revenues</b>									
63,233	31,495	25,000		6110	Federal Awards	25,000		25,000	
1,561,162	1,880,031	1,725,000		6130	State Operating Grants	1,850,000		1,850,000	
0	0	0		6130	State Operating Grant-Drug Court	0		0	
208,007	201,122	210,000		6300	Charges for Services	200,000		200,000	
2,005	2,207	2,500		6990	Miscellaneous	2,500		2,500	
0	1,800	0		7100	Proceeds from Sale of Assets	0		0	
<b>1,834,407</b>	<b>2,116,655</b>	<b>1,962,500</b>			<b>Total Revenues</b>	<b>2,077,500</b>		<b>2,077,500</b>	<b>0</b>
<b>Net Cost of Program</b>									
(98,522)	(304,396)	(108)			Expenditures less Revenue	1,039		1,039	0

FUND	DEPARTMENT	DIVISION
GENERAL FUND	COMMUNITY CORRECTIONS	CORRECTIONS

**PROGRAM DESCRIPTION:** Community Service Work Program

The Community Services Program utilized 19,267 actual work hours during Year 2016 and an additional 5,897 hours of community service were “bought out” (at \$8.00 per hour). Offenders are referred to the Building Maintenance area of the Public Works Program for work. The county parks are maintained largely through the use of inmates assigned to the work crew. Other special work projects are completed through the supervision of Building Maintenance and the weekend crew leaders. An intergovernmental agreement exists between BLM (Bureau of Land Management) and Polk County for noxious weed control and Dumpstoppers. In addition, a contract with ODOT for litter patrol exists and the juvenile work crew is used for this. In 2016, nearly 50 cord of firewood has been cut, split and sold to community members. Approximately \$10,000 has been collected from the “wood program”.

The Community Service Work schedule for hours to be completed is as follows:

1. Everyone is expected to report for CSW two (2) days each calendar month.
2. Anyone not employed on a full time basis is required to report in addition to the two (2) days.
  - 75% employed: one additional day (3 days total per month)
  - 50% employed: two additional days (4 days total per month)
  - 25% employed: three additional days (5 days total per month)
  - Not employed: four additional days (6 days total per month)

(NOTE: one day = 8 hours of community service work)

Since October 2006, the Community Service Work Coordinator responsibilities have been split between Community Corrections and Building Maintenance/ Parks. Beginning November 2008, Community Corrections staff input all data entry, including hours worked and authorize and track monies involving the buyout of CSW hours

**Authorized Work Release through the jail**

<u>Year</u>	<u>#of inmates</u>
2009	4
2010	2
2011	4
2012	3
2013	3
2014	2
2015	4
2016	3

**Descriptive Statistics:**


<b><u>Year</u></b>	<b><u>Hours Worked</u></b>	<b><u>Buyout Hours</u></b>
1998	30,927	15,874
1999	29,963	17,906
2000	34,121	14,906
2001	42,705.5	13,907.23
2002	50,496	13,037
2003	28,290	10,456
2004	45,422	7,062
2005	46,137	7,984
2006	45,183	7,005
2007	29,605	9,081
2008	28,142	9,026
2009	28,941	6,986
2010	31,276	5,158
2011	25,360	2,400
2012	31,472	3,734
2013	25,608	3,932
2014	29,455	7,903
2015	21,068	5,479
2016	19,267	5879
2017-Projected	22,000	6,000

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**Program Goals or Objectives:**

1. To provide a sentencing alternative for the Court.
2. To utilize 22,000 hours of actual community service work in the county during the fiscal year of 2017/ 2018.
3. To utilize 6,000 hours of buyouts.
4. To continue to meet expectations of intergovernmental agreement with BLM (Bureau of Land Management) for work involving Scot's broom and the "Dumpstopper Program".
5. To continue contracts with ODOT for litter patrol, involving adult and juvenile offenders.
6. To hold offenders accountable to the agreed upon scheduled work hours.

Respectfully submitted,

  
Martin D. Silbernagel  
Director

2/8/17

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15	FY 15-16	FY 16-17	Acct.		FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE
<b>Expenditures</b>									
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00
37,391	30,143	32,232	1.00	8020	Laborer	35,000	1.00	35,000	1.00
14,448	44,484	47,530	1.00	8030	Professional/Technical	50,188	1.00	50,188	1.00
0	0	0		8040	Management/Supervisory	0		0	
115	36,798	5,000		8080	Temporary/Part-Time	15,000		15,000	
0	0	500		8090	Overtime	500		500	
<b>51,954</b>	<b>111,425</b>	<b>85,262</b>	<b>2.00</b>		<b>Total Salaries</b>	<b>100,688</b>	<b>2.00</b>	<b>100,688</b>	<b>2.00</b>
7,756	15,382	16,855		8110	PERS-Retirement	22,151		22,151	
4,020	8,736	6,523		8120	Social Security/Medicare	7,703		7,703	
15,058	20,834	17,200		8140	Insurance	24,000		24,000	
266	567	426		8150	Unemployment	503		503	
1,614	3,494	13,642		8160	Workers Comp. Insuranc	6,041		6,041	
<b>80,668</b>	<b>160,438</b>	<b>139,908</b>	<b>2.00</b>		<b>Total Personal Services</b>	<b>161,087</b>	<b>2.00</b>	<b>161,087</b>	<b>2.00</b>
450	456	500		8210	Office Supplies	500		500	
706	863	1,200		8220	Operating Supplies	1,200		1,200	
103	361	0		8225	Fuels & Lubricants	0		0	
260	1,134	2,000		8250	Small Tools and Minor Eq	2,000		2,000	
0	0	300		8310	Advertising and Printing	300		300	
78	212	200		8320	Photocopying	200		200	
0	0	50		8330	Postage	50		50	
1,544	1,439	1,200		8340	Telephone	1,200		1,200	
4,140	4,340	4,750		8360	Insurance	4,750		4,750	
0	0	100		8420	Workshops and Conferen	100		100	
9,584	8,307	10,000		8430	Transportation	10,000		10,000	
0	0	0		8510	Professional Services	0		0	
0	0	0		8540	Contract Services	0		0	
5,814	4,333	6,000		8610	Repairs and Maintenance	6,000		6,000	
1,120	0	865		8614	Vehicle Maint. - Gen. Svc	865		865	
0	0	0		8810	Rent Interdepartmental	0		0	
700	750	1,000		8820	Insurance Interdepartmen	1,200		1,200	
4,125	5,318	7,579		8830	Management Services Int	7,299		7,299	
4,405	4,528	4,348		8840	Information Services Inter	3,032		3,032	
<b>33,029</b>	<b>32,041</b>	<b>40,092</b>			<b>Total Materials and Serv</b>	<b>38,696</b>		<b>38,696</b>	
18,875	0	0		8944	Vehicles	0		0	
<b>18,875</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>	
<b>132,572</b>	<b>192,479</b>	<b>180,000</b>	<b>2.00</b>		<b>Total Department Expen</b>	<b>199,783</b>	<b>2.00</b>	<b>199,783</b>	<b>2.00</b>
<b>Revenues</b>									
0	50,000	50,000		6130	State Operating Grants	50,000		50,000	
72,814	71,531	80,000		6300	Charges for Services	80,000		80,000	
0	0	0		6600	Fines and Forfeitures	0		0	
0	0	0		6750	Settlements	0		0	
109	0	0		6990	Miscellaneous	0		0	
<b>72,923</b>	<b>121,531</b>	<b>130,000</b>			<b>Total Revenues</b>	<b>130,000</b>		<b>130,000</b>	
<b>Net Cost of Program</b>									
59,649	70,948	50,000			Expenditures Less Reven	69,783		69,783	

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017

245 Juvenile  
Revenues for all departments

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	Div	Acct. Num.	Description	FY 17-18 Requested	FY 17-18 Proposed	FY 17-18 Approved	Division
<b>Revenues</b>									
(62,251)	(65,381)	0	460	6000	Beginning Fund Balance	0	0		Juvenile Probations
0	0	0	460	6110	Federal Awards	0	0		Juvenile Probations
215,706	243,513	275,000	460	6130	State Operating Grants	225,000	225,000		Juvenile Probations
0	2,058	0	460	6170	Intergovernmental Local	0	0		Juvenile Probations
0	(304)	0	460	6300	Charges for Services	0	0		Juvenile Probations
2,776	2,776	3,000	460	6310	Charges for Services- Rental	3,000	3,000		Juvenile Probations
0	0	0	460	6750	Settlements	0	0		Juvenile Probations
0	0	0	460	6990	Miscellaneous	0	0		Juvenile Probations
450,000	465,000	490,000	460	7910	Transfer from General Fund	525,000	525,000		Juvenile Probations
93,523	70,806	30,000	462	6000	Beginning Fund Balance	82,500	82,500		Juvenile Sanctions
13,450	16,142	0	462	6130	State Operating Grants	15,000	15,000		Juvenile Sanctions
7,244	3,543	15,000	462	6300	Charges for Services	5,000	5,000		Juvenile Sanctions
0	0	0	462	6990	Miscellaneous	0	0		Juvenile Sanctions
250,000	335,000	340,000	462	7910	Transfer from General Fund	300,500	300,000		Juvenile Sanctions
15,516	11,199	10,000	463	6000	Beginning Fund Balance	20,000	20,000		Community Service
0	0	0	463	6110	Federal Awards	0	0		Community Service
0	0	0	463	6130	State Operating Grants	0	0		Community Service
0	0	0	463	6170	Intergovernmental Local	0	0		Community Service
29,103	27,455	36,000	463	6300	Charges for Services	30,000	30,000		Community Service
0	0	0	463	6990	Miscellaneous	0	0		Community Service
0	0	0	463	7910	Transfer from General Fund	0	0		Community Service
<b>1,015,067</b>	<b>1,111,807</b>	<b>1,199,000</b>				<b>1,206,000</b>	<b>1,205,500</b>	<b>0</b>	

# POLK COUNTY JUVENILE DEPARTMENT

## PROGRAM SUMMARY

	DEPARTMENT	DIVISION
JUVENILE FUND	COMMUNITY CORRECTIONS	JUVENILE DEPARTMENT
<b>PROGRAM DESCRIPTION:</b>		
<p>The Juvenile Department is responsible for the intake, adjudication and supervision of juveniles referred for alleged crimes in Polk County. Department staff consists of four (4) Probation Officers, one half time (.5 FTE) Office Specialist I, one Supervising Probation Officer and, a Director (.40 FTE). Since July 2012 the Juvenile Department has been under the umbrella of Community Corrections.</p> <p>Staff is responsible for transporting youth to treatment programs and / or Juvenile Detention Centers (Marion and Yamhill County). Currently there are five (5) contracted beds, at \$148 per bed, in Yamhill County and one (1) contracted bed in Marion County, at \$162 for the daily bed.</p> <p>Having a small department staff can present staff coverage issues. And, when transporting youth, providing adequate coverage can be difficult. The following are the total miles driven for the calendar year, keeping in mind that a youth is always transported using two staff.</p> <p style="text-align: center;"><u>Miles Traveled</u></p> <p style="text-align: center;">Year 2012 = 17,784</p> <p style="text-align: center;">Year 2013 = 14,933</p> <p style="text-align: center;">Year 2014 = 15,737</p> <p style="text-align: center;">Year 2015 = 14,454</p> <p style="text-align: center;">Year 2016 = 15,314</p> <p>At a minimum, 30 full days of driving with two (2) PO's have occurred in each of the last five years. This equates to 60 full days (or two months) in which PO's are out of the office on transports.</p> <p style="text-align: center;"><u>Visitors to the Office</u></p> <p style="text-align: center;">Year 2012 (July – December) = 334</p> <p style="text-align: center;">Year 2013 = 507</p> <p style="text-align: center;">Year 2014 = 398</p> <p style="text-align: center;">Year 2015 = 377</p> <p style="text-align: center;">Year 2016 = 430</p>		

**Program Goals or Objectives:**

- To assess the risk levels of youth referred to determine the appropriate and necessary services.
- To recommend and impose appropriate and timely sanctioning for youth in violation of probation.
- To monitor and supervise mandated conditions imposed by the court, Juvenile Department staff or, Sanction Court staff.
- Consider an alternative system for transporting youth to and from detention facilities and residential treatment programs that will be more cost effective to the county.
- To increase department revenue.
- To meet the training needs of the department staff.
- To continue with county-wide Sanction Courts.
- To implement ACT (Adolescent Community Team) that assists with addressing drug / alcohol issues with juveniles. ACT is similar in nature to Sanction Court however; youth are not required to be referred to the Juvenile Department in order to participate in ACT.
- To establish better assistance for victims of juvenile crime.

**Juvenile Department fees and charges imposed include:**

Probation supervision fee (one time)	\$50.00
Urinalysis fee (for positive test only)	\$10.00
No-Show fee	\$25.00
Expungement fee	\$25.00
Community Service Work fee	\$25.00
JDH Stay Charge (one time and if ordered)	\$50.00
Courtesy Supervision	\$25.00
Interstate Compact fee	\$50.00
Limited supervision fee	\$50.00
Emancipation fee	\$25.00
Relief from Duty to report (sex offenders)	\$25.00

There are three (3) different Sanction Court programs; Independence, Dallas and West Salem. Sanction Court serves youth referred to the Juvenile Department for status offenses (i.e. Runaway, Truancy, Curfew) and / or misdemeanor offenses. A community board meets to discuss the youth and referral before meeting with the youth to impose conditions of accountability. A youth typically agrees to comply and complete conditions within a 60-day period. If successful, the referral is closed. If not successful, the youth may be referred on to the Juvenile Court for formal court action.

In February 2016, ACT (Accountability Community Team) was created for youth participating in drug / alcohol treatment services through Polk County. Not all youth participating in ACT are involved with the Juvenile Department. The ACT team is comprised of representatives from Polk County drug / alcohol treatment, Department of Human Services, Polk County Juvenile Department, Independence Police Department, Commissioner Jennifer Wheeler and a citizen. Youth and their parent(s) or other support people report to ACT twice monthly to review their treatment status and compliance to other probationary or non-probationary conditions. Youth are given specific things to complete prior to their next ACT appearance and, receive positive reinforcement for progress made. The approximate year long program has had eleven (11) youth successfully complete.

Juvenile PO's have instituted a "study group" at Central High School and West Salem High. Weekly, a PO meets with all youth attending, either Central or West Salem and who are involved with the Juvenile Department, in a classroom to monitor and oversee a "study hall" period. This "study group" has become a valuable resource that Judge Hill regularly refers youth to and expects youth to attend.

Juvenile Department

Budget Hearings – April 2017

DESCRIPTIVE STATISTICS:

INDICATOR	Year 2011	Year 2012	Year 2013	Year 2014	Year 2015	Year 2016
Referrals received	1191	1084	712	797	571	531
Sanction Court referred	276	318	228	193	148	174
Average Caseload	31.5	32.25	21	32	28	13.2 per PO and 69 additional in Sanction Crt.
Detention Use (Yamhill)/ Unused bed	1150	1366	1195	1217 / 388	833 / 371	1176 / 656
Detention Use (Marion)/ Unused bed	347	357	212	247 / 312	294 / 250	120 / 246
CSW hours performed	8800	8211	4712	4518	1828	1890
Supervision fees collected	2217	1942.07	2563.22	1516.25	1427.08	2745.89
Informal fees collected	2577.61	868.20	861	1183.42	351.57	805.18
Urinalysis fees collected	1518	1281.52	805	835	831.43	502.50

Expungement fees collected	N/A	N/A	400	150	425	478
CSW fees collected	N/A	N/A	125	800	1132	1212
ODOT monies received	N/A	N/A	9,600	41,300	33,300	24,000
Miles driven by staff	19,965	19,310	17,784	15,737	14,454	

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

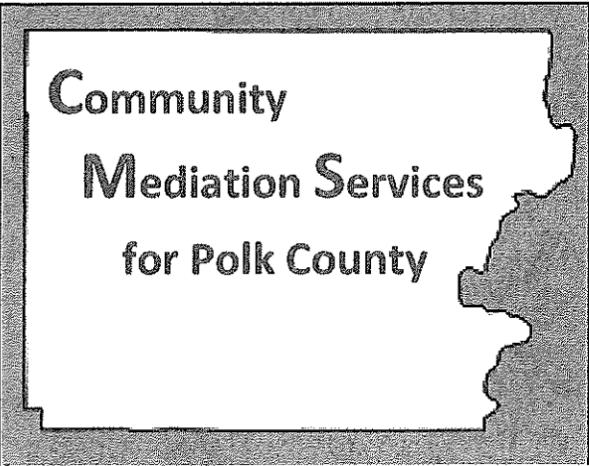
245 Juvenile	(Fund)
460 Juvenile Probations	(Divn)
460 Juvenile Probations	(Dept)

FY 14-15	FY 15-16	FY 16-17		Acct.		FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
<b>Expenditures</b>											
13,675	12,130	16,000	0.50	8010	Clerical/Admin. Specialist	15,000	0.50	15,000	0.50		
224,412	229,587	248,500	4.00	8030	Professional/Technical	250,000	4.00	250,000	4.00		
66,243	67,476	68,500	1.00	8040	Management/Supervisory	70,000	1.00	70,000	1.00		
48,977	50,587	51,000	0.45	8050	Department Head	51,000	0.45	51,000	0.45		
2,050	0	0		8080	Temporary Part-Time	0		0			
8,516	13,046	10,000		8090	Overtime	7,500		7,500			
<b>363,873</b>	<b>372,826</b>	<b>394,000</b>	<b>5.95</b>		<b>Total Salaries</b>	<b>393,500</b>	<b>5.95</b>	<b>393,500</b>	<b>5.95</b>	<b>0</b>	<b>0.00</b>
68,388	84,380	82,740		8110	PERS-Retirement	96,408		96,408		0	
26,676	27,535	30,141		8120	Social Security/Medicare	30,103		30,103		0	
72,987	69,543	111,860		8140	Insurance	117,810		117,810		0	
1,842	1,890	1,970		8150	Unemployment	1,968		1,968		0	
10,584	11,020	9,850		8160	Workers Comp. Insurance	9,838		9,838		0	
<b>544,350</b>	<b>567,194</b>	<b>630,561</b>	<b>5.95</b>		<b>Total Personal Services</b>	<b>649,625</b>	<b>5.95</b>	<b>649,625</b>	<b>5.95</b>	<b>0</b>	<b>0.00</b>
605	752	700		8210	Office Supplies	700		700			
811	775	1,000		8220	Operating Supplies	1,000		1,000			
0	0	250		8250	Small Tools & Minor Equipment	250		250			
476	638	250		8310	Advertising and Printing	250		250			
1,899	1,582	2,000		8320	Photocopying	2,000		2,000			
1,343	987	1,800		8330	Postage	1,800		1,800			
3,580	3,156	4,000		8340	Telephone	4,000		4,000			
0	0	50		8350	Utilities	50		50			
2,298	2,053	2,500		8410	Dues, Memberships & Publicatns	2,500		2,500			
732	1,879	2,500		8420	Workshops and Conferences	2,500		2,500			
6,015	6,916	7,000		8430	Transportation	7,000		7,000			
0	713	0		8510	Professional Services	0		0			
5,751	1,095	4,146		8580	Special Projects	4,373		4,373			
0	0	0		8614	Vehicle Maint. -- Gen. Svcs.	0		0			
51,310	53,079	54,406		8810	Rent Interdepartmental	60,000		60,000			
1,550	1,700	1,800		8820	Insurance Interdepartmental	1,950		1,950			
27,605	27,919	27,727		8830	Management Services Interdept.	25,742		25,742			
13,287	13,721	12,968		8840	Information Services Interdept	13,765		13,765			
10,000	17,566	19,241		8850	Human Serv. Admin. Interdept.	20,000		20,000			
<b>127,262</b>	<b>134,531</b>	<b>142,338</b>			<b>Total Materials &amp; Services</b>	<b>147,880</b>		<b>147,880</b>		<b>0</b>	
0	0	0		8944	Vehicles	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>671,612</b>	<b>701,725</b>	<b>772,899</b>	<b>5.95</b>		<b>Total Dept Expenses</b>	<b>797,505</b>	<b>5.95</b>	<b>797,505</b>	<b>5.95</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
(62,251)	(65,381)	0		6000	Beginning Fund Balance	0		0			
0	0	0		6110	Federal Awards	0		0			
215,706	243,513	275,000		6130	State Operating Grants	225,000		225,000			
0	2,058	0		6170	Intergovernmental Local	0		0			
0	(304)	0		6300	Charges for Services	0		0			
2,776	2,776	3,000		6310	Charges for Services-Rentals	3,000		3,000			
0	0	0		6750	Settlements	0		0			
0	0	0		6990	Miscellaneous	0		0			
450,000	465,000	490,000		7910	Transfer from General Fund	525,000		525,000			
<b>606,231</b>	<b>647,662</b>	<b>768,000</b>			<b>Total Revenues</b>	<b>753,000</b>		<b>753,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(65,381)	(54,063)	4,899			Expenditures less Revenue	44,505		44,505		0	

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17	Acct.		FY 17-18	FY 17-18	FY 17-18
Actual	Actual	Adopted	Num.	Description	Requested	FTE Proposed	FTE Approved
				<b>Expenditures</b>			
1,116	1,170	1,000	8220	Operating Supplies	1,000	1,000	
197	0	0	8420	Workshops & Conferences	0	0	
0	0	0	8510	Professional Services	0	0	
10,000	12,000	15,000	8540	Contract Services	18,000	17,500	
274,498	320,676	360,000	8550	Contracts-Other Public Agency	340,000	340,000	
0	1,726	0	8740	Bank Charges	0	0	
3,974	3,415	4,101	8830	Management Services	3,461	3,461	
3,626	0	0	8850	Human Services Admin.	0	0	
<b>293,411</b>	<b>338,987</b>	<b>380,101</b>		<b>Total Materials &amp; Services</b>	<b>362,461</b>	<b>361,961</b>	<b>0</b>
0	0	0	8948	Computers & Attachments	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>		<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>
0	0	0	9990	Contingency	0	0	0
<b>293,411</b>	<b>338,987</b>	<b>380,101</b>	<b>0.00</b>	<b>Total Dept Expenses</b>	<b>362,461</b>	<b>0.00 361,961 0.00</b>	<b>0 0.00</b>
				<b>Revenues</b>			
93,523	70,806	30,000	6000	Beginning Fund Balance	82,500	82,500	
13,450	16,142	0	6130	State Operating Grants	15,000	15,000	
7,244	3,543	15,000	6300	Charges for Services	5,000	5,000	
0	0	0	6990	Miscellaneous	0	0	
250,000	335,000	340,000	7910	Transfer from General Fund	300,500	300,000	
<b>364,217</b>	<b>425,491</b>	<b>385,000</b>		<b>Total Revenues</b>	<b>403,000</b>	<b>402,500</b>	<b>0</b>
				<b>Net Cost of Program</b>			
70,806	86,504	(4,899)		Expenditures less Revenue	(40,539)	(40,539)	0



**Community  
Mediation Services  
for Polk County**

320 SE Fir Villa Rd. Dallas OR 97338

Mailing: PO Box 1194 Dallas OR 97338

Phone/Fax: 503 623-3111 Cell: 503 871-3766

Email: [vorpcomsfms@gmail.com](mailto:vorpcomsfms@gmail.com)

Web: [www.cmsmediate.org](http://www.cmsmediate.org)

**President:**

Tony James

January 19, 2017

**Vice-President:**

Jennifer Wheeler

Greg Hansen, Administrative Officer, Polk County  
850 Main Street Polk County Courthouse  
Dallas, OR 97338

**Secretary:**

Karri Key

Dear Greg,

**Treasurer:**

Shellie Friesen-Berry

Community Mediation Services for Polk County is requesting funding for the Community, Family and Victim Offender components of the program in the amount of **\$18,000.00** for the fiscal year 2017-2018.

**Board Members:**

Perry Lowe  
Paul Johnson  
Mark Bliven

Since the beginning of our fiscal year July 1, 2016, to date we have been involved with 15 cases involving community members, as well as families and juveniles referred from Polk County Juvenile Department. All those cases included at least 2 people and one of the community cases had 15 people involved. We offer a constructive process for resolving conflicts and differences between individuals, families, groups and organizations. It is an alternative approach to avoidance, or destructive confrontation, prolonged litigation or violence. It empowers people in conflict to take responsibility for the resolution of their dispute and have the control to shape the outcome. Community mediation is designed to preserve individual interests while strengthening relationships, building connections between people and groups, and creating processes that make communities healthier and that work for all of us.

**Executive Director:**

Ken Braun

During that same period of time CMS facilitated 26 Community Partner staffings attended by family members and regular representatives from Polk County (Juvenile, Behavioral Health), state agencies (Oregon Youth Authority, DHS Child Welfare and Self-Sufficiency) and local School District personnel. Many of the staffings also involved individual case workers, therapists and other connected parties who attended to serve the needs of the youth we staffed.

Thank you for your consideration,



Ken Braun –Executive Director

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17		Acct.		FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0	
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00	0	
21,606	0	30,000		8080	Temporary/Part-Time	30,000		30,000			
0	0			8090	Overtime	0		0			
21,606	0	30,000	0.00		Total Salaries	30,000	0.00	30,000	0.00	0	0.00
3,270	0	0		8110	PERS-Retirement	0		0		0	
1,467	0	2,293		8120	Social Security/Medicare	2,293		2,293		0	
0	0	0		8140	Insurance	0		0		0	
112	0	150		8150	Unemployment	150		150		0	
700	0	3,000		8160	Workers Comp. Insurance	3,000		3,000		0	
27,155	0	35,443	0.00		Total Personal Services	35,443	0.00	35,443	0.00	0	0.00
0	0	0		8210	Office Supplies	0		0		0	
0	106	1,000		8220	Operating Supplies	1,000		1,000			
0	0	0		8225	Fuels & Lubricants	0		0			
100	0	1,000		8250	Small Tools & Equipment	1,000		1,000			
0	0	0		8310	Advertising	0		0			
0	0	0		8320	Photocopying	0		0			
0	0	0		8330	Postage	0		0			
0	0	0		8340	Telephone	0		0			
0	0	0		8410	Dues, Memberships & Publications	0		0			
0	0	0		8420	Workshops and Conferences	0		0			
6,165	6,266	8,000		8430	Transportation	8,000		8,000			
0	0	0		8580	Special Projects	0		0			
0	1,139	0		8610	Repairs & Maintenance	0		0			
0	722	557		8830	Management Services	591		591			
0	0	0		8850	Human Services Admin.	0		0			
6,265	8,233	10,557			Total Materials & Services	10,591		10,591		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0			Total Capital Outlay	0		0		0	
33,420	8,233	46,000	0.00		Total Dept Expenses	46,034	0.00	46,034	0.00	0	0.00
Revenues											
15,516	11,199	10,000		6000	Beginning Fund Balance	20,000		20,000			
0	0	0		6110	Federal Awards	0		0			
0	0	0		6130	State Operating Grants	0		0			
0	0	0		6170	Intergovernmental Grants	0		0			
29,103	27,455	36,000		6300	Charges for Services	30,000		30,000			
0	0	0		6980	Donations	0		0			
0	0	0		7910	Transfer from General Fund	0		0			
44,619	38,654	46,000			Total Revenues	50,000		50,000		0	
Net Cost of Program											
11,199	30,421	0			Expenditures less Revenue	(3,966)		(3,966)		0	
998,443	1,048,945	1,199,000	5.95		Total Fund Requirements	1,206,000	5.95	1,205,500	5.95	0	0.00
1,015,067	1,111,807	1,199,000			Total Fund Resources	1,206,000		1,205,500		0	
16,624	62,862	0				0		0		0	

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Revenues**

260 Fair	(Fund)
Revenues all departments	

FY 14-15	FY 15-16	FY 16-17	Divn	Acct.		FY 17-18	FY 17-18	FY 17-18	
Actual	Actual	Adopted	Num.	Num.	Description	Requested	Proposed	Approved	Division
<b>Revenues</b>									
83,612	82,636	15,000	710	6000	Beginning Fund Balance	15,000	15,000		Annual Fair
50,964	53,667	53,000	710	6140	State Shared Revenues	50,000	50,000		Annual Fair
22,700	15,000	15,000	710	6170	Intergovernmental Local Govt.	17,500	17,500		Annual Fair
29,584	36,293	35,000	710	6300	Charges for Services	45,000	45,000		Annual Fair
9,645	11,750	11,000	710	6310	Charges for Services-Rentals	12,000	12,000		Annual Fair
17,422	13,010	20,000	710	6320	Charges for Services-Concessions	20,000	20,000		Annual Fair
0	0	0	710	6920	Commissions	0	0		Annual Fair
20,704	24,192	20,000	710	6980	Donations	25,000	25,000		Annual Fair
765	505	1,000	710	6990	Miscellaneous	1,000	1,000		Annual Fair
(75,603)	(106,246)	5,000	720	6000	Beginning Fund Balance	5,000	5,000		Year Around
0	0	0	720	6130	State Operating Grants	0	0		Year Around
45,000	45,000	45,000	720	6170	Intergovernmental Local Govt.	47,500	47,500		Year Around
48,078	47,853	60,000	720	6300	Charges for Services	65,000	65,000		Year Around
123,697	141,112	130,000	720	6310	Charges for Services-Rentals	145,000	145,000		Year Around
12,243	8,831	15,000	720	6320	Charges for Services-Concessions	15,000	15,000		Year Around
0	0	1,000	720	6920	Commissions	0	0		Year Around
50	0	5,000	720	6980	Donations	5,000	5,000		Year Around
1,842	2,880	2,000	720	6990	Miscellaneous	3,000	3,000		Year Around
0	75,000	75,000	720	7910	Transfer from General Fund	75,000	75,000		Year Around
<b>390,703</b>	<b>451,483</b>	<b>508,000</b>			<b>Fund Total</b>	<b>546,000</b>	<b>546,000</b>	<b>-</b>	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
260-Fair	Annual Fair	710		
Program Description:				
1. Provide a facility to present the annual fair. 2. Plan, organize and support the annual Polk County Fair. 3. Provide an opportunity for the community to showcase their businesses and talents for others to see and enjoy.				
Program Goals or Objectives:				
1. Increase attendance revenues 5% over the 16-17 revenues. 2. Increase restaurant revenue 5% over 16-17, offer more food varieties, strive to keep prices affordable and reasonable. 3. Increase exhibitors in the fair, promote special awards to be won and exhibit opportunities. 4. Keep the fair unique, family and local business oriented. 5. To give the people attending the fair value for their money in a safe and enjoyable setting. 6. Have a positive social and fiscal impact on our community. 7. Increase sponsorship in every area of the fair, from premium awards to the entertainment.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Annual Fair Revenues (1)	\$151,819	\$154,419	\$130,000	\$155,000
Attendance	11,326	12,136	9,282	14,000
Admission Revenue	\$29,644	\$35,887	\$34,038	\$45,000
Restaurant Revenue	\$17,422	\$13,010	\$11,429	\$15,000
Booths (paid)	63	65	69	65
Number of Exhibitors	605	632	644	650
Number of Exhibits	4,468	5,169	4,719	5,000
Premium money distributed	\$2,765**	\$2,353**	\$3,337**	\$3,000

PROGRAM.FRM (1/5/94) (1)-Fair Revenues were calculated on: booth rental, admission, restaurant revenues, ad/sponsorship sales and state funds for fair. \*\*Premiums have been paid by private donors for the last four years.

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
2,630	3,392	4,160	0.25	8010	Clerical/Admin. Specialist	4,500	0.25	4,500	0.25		
46	0	12,281	0.50	8020	Laborer	11,500	0.50	11,500	0.50		
7,210	7,392	7,540	0.25	8040	Management/Supervisory	9,000	0.25	9,000	0.25		
26,917	30,799	25,000		8080	Temporary/Part-Time	32,000		32,000			
2,365	3,035	1,000		8090	Overtime	1,000		1,000			
<b>39,168</b>	<b>44,618</b>	<b>49,981</b>	<b>1.00</b>		<b>Total Salaries</b>	<b>58,000</b>	<b>1.00</b>	<b>58,000</b>	<b>1.00</b>	<b>0</b>	<b>0.00</b>
1,646	1,962	4,996		8110	PERS-Retirement	6,240		6,240		(7,680)	
2,942	3,376	3,824		8120	Social Security/Medicare	4,437		4,437		0	
2,758	2,889	12,000		8140	Insurance	14,000		14,000		(5,800)	
197	225	251		8150	Unemployment	291		291		0	
793	960	1,251		8160	Workers Comp. Insurance	1,452		1,452		0	
<b>47,504</b>	<b>54,030</b>	<b>72,303</b>	<b>1.00</b>		<b>Total Personal Services</b>	<b>84,420</b>	<b>1.00</b>	<b>84,420</b>	<b>1.00</b>	<b>(13,480)</b>	<b>0.00</b>
295	373	300		8210	Office Supplies	300		300			
9,900	15,771	10,000		8220	Operating Supplies	10,000		10,000			
152	473	300		8225	Fuels & Lubricants	500		500			
5,107	2,563	3,000		8230	Food Services and Supplies	2,080		2,080			
0	0	0		8250	Small Tools & Minor Equipment	0		0			
9,960	7,798	8,000		8310	Advertising and Printing	8,000		8,000			
436	237	450		8320	Photocopying	450		450			
196	222	200		8330	Postage	200		200			
439	932	450		8340	Telephone	500		500			
5,831	5,619	5,900		8350	Utilities	6,000		6,000			
161	161	300		8410	Dues, Memberships & Publications	200		200			
0	0	200		8420	Workshops and Conferences	0		0			
5,000	5,500	6,000		8540	Contract Services	6,000		6,000			
38,127	41,755	47,500		8580	Special Projects	47,500		47,500			
3,777	3,441	3,000		8610	Repairs and Maintenance	3,500		3,500			
10,152	11,035	11,583		8730	Misc. Fees and Premiums	11,500		11,500			
1,300	1,350	1,450		8820	Insurance Interdepartmental	1,500		1,500			
8,955	9,300	8,799		8830	Management Services Interdept.	8,496		8,496			
465	465	488		8840	Information Services Interdept.	522		522			
<b>100,253</b>	<b>106,995</b>	<b>107,920</b>			<b>Total Materials and Services</b>	<b>107,248</b>		<b>107,248</b>		<b>0</b>	
5,003	0	0		8942	Machinery	0		0		0	
<b>5,003</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>152,760</b>	<b>161,025</b>	<b>180,223</b>	<b>1.00</b>		<b>Total Department Expenses</b>	<b>191,668</b>	<b>1.00</b>	<b>191,668</b>	<b>1.00</b>	<b>(13,480)</b>	<b>0.00</b>
<b>Revenues</b>											
83,612	82,636	15,000		6000	Beginning Fund Balance	15,000		15,000			
50,964	53,667	53,000		6140	State Shared Revenues	50,000		50,000			
22,700	15,000	15,000		6170	Intergovernmental Local Govt.	17,500		17,500			
29,584	36,293	35,000		6300	Charges for Services	45,000		45,000			
9,645	11,750	11,000		6310	Charges for Services-Rentals	12,000		12,000			
17,422	13,010	20,000		6320	Charges for Services-Concessions	20,000		20,000			
0	0	0		6820	Commissions	0		0			
20,704	24,192	20,000		6980	Donations	25,000		25,000			
765	505	1,000		6990	Miscellaneous	1,000		1,000			
<b>235,396</b>	<b>237,053</b>	<b>170,000</b>			<b>Total Revenues</b>	<b>185,500</b>		<b>185,500</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(82,636)	(76,028)	10,223			Expenditures less Revenue	6,168		6,168		(13,480)	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
260-Fair	Year Round Activities	720		
Program Description:				
1. Facilities provide an arena for a wide variety of revenue generating functions, private and public. (flea markets, auctions, RV rallies, gun shows, family reunions/parties, company picnics)				
2. Provide a meeting place and function site for 4-H, FFA, and extension groups.				
Program Goals or Objectives:				
1. Seek and establish additional revenue sources so as not to be an additional burden on Polk County (i.e. increase building usage, special events).				
2. Market the existing facility and overnight parking capabilities to achieve the greatest economical potential.				
3. Maintain and improve the facilities to ensure their continuance as an asset for the community.				
4. Administer fiscal responsibility in an effective and responsible manner.				
5. Fulfill the need for an emergency and community resource center.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Year Round Revenues *1	\$125,680	\$139,394	\$145,000	\$150,000
Events/Concessions *2	\$67,223	\$72,795	\$68,000	\$70,000
Subtotal self-generated funds	\$192,903	\$212,189	\$213,000	\$220,000
General Fund Support	0	75,000	75,000	\$75,000
Intergovernmental	\$60,000	\$60,000	\$60,000	\$60,000
Free uses: Extension/4-H FFA, County Departments	101	101	100	100
Paid uses	438	414	500	550
Total Uses	543	515	600	650

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

**Polk County**  
**Adopted Budget**  
**Fiscal Year 2017-2018**  
**Beginning July 1, 2017**  
**Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
16,462	16,313	20,800	0.75	8010	Clerical/Admin. Specialist	22,500	0.75	22,500	0.75		
0	0	43,683	1.50	8020	Laborer	43,000	1.50	43,000	1.50		
36,550	37,460	37,700	0.75	8040	Management/Supervisory	45,000	0.75	45,000	0.75		
42,310	39,196	16,000		8080	Temporary/Part-Time	17,000		17,000			
990	1,109	0		8090	Overtime	1,000		1,000			
<b>96,312</b>	<b>94,078</b>	<b>118,183</b>	<b>3.00</b>		<b>Total Salaries</b>	<b>128,500</b>	<b>3.00</b>	<b>128,500</b>	<b>3.00</b>	<b>0</b>	<b>0.00</b>
7,376	8,862	20,437		8110	PERS-Retirement	26,760		26,760		(3,840)	
7,112	6,947	9,041		8120	Social Security/Medicare	9,830		9,830		0	
14,078	14,812	41,400		8140	Insurance	47,400		47,400		(12,000)	
478	469	598		8150	Unemployment	650		650		0	
1,945	1,921	2,364		8160	Workers Comp. Insurance	2,570		2,570		0	
<b>127,301</b>	<b>127,089</b>	<b>192,022</b>	<b>3.00</b>		<b>Total Personal Services</b>	<b>215,710</b>	<b>3.00</b>	<b>215,710</b>	<b>3.00</b>	<b>(15,840)</b>	<b>0.00</b>
477	980	1,500		8210	Office Supplies	1,000		1,000			
9,189	8,469	10,000		8220	Operating Supplies	8,000		8,000			
1,241	639	1,000		8225	Fuels & Lubricants	1,000		1,000			
3,221	2,004	2,000		8230	Food Services and Supplies	2,592		2,592			
0	3,389	0		8240	Software & Maintenance	1,500		1,500			
2,485	2,061	1,500		8250	Small Tools & Equipment	1,000		1,000			
9,468	8,473	7,500		8310	Advertising and Printing	7,740		7,740			
1,600	2,045	1,800		8320	Photocopying	1,800		1,800			
1,012	888	1,100		8330	Postage	1,100		1,100			
7,736	7,130	8,000		8340	Telephone	8,000		8,000			
39,508	40,430	40,000		8350	Utilities	40,000		40,000			
2,648	2,468	1,500		8410	Dues, Memberships & Publicatns	1,500		1,500			
1,286	1,638	1,000		8420	Workshops and Conferences	2,000		2,000			
0	37	500		8430	Transportation	500		500			
0	449	0		8510	Professional Services	0		0			
4,076	0	4,533		8580	Special Projects	5,000		5,000			
27,632	31,608	30,000		8610	Repairs and Maintenance	30,000		30,000			
0	0	500		8614	Vehicle Maint. - General Services	500		500			
8,250	8,500	8,750		8820	Insurance Interdepartmental	9,000		9,000			
13,186	13,989	13,334		8830	Management Services Interdept.	14,278		14,278			
1,237	1,264	1,238		8840	Information Services Interdept.	2,112		2,112			
<b>134,252</b>	<b>136,461</b>	<b>135,755</b>			<b>Total Materials and Services</b>	<b>138,622</b>		<b>138,622</b>		<b>0</b>	
0	0	0		8920	Buildings	0		0		0	
0	0	0		8942	Machinery	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>261,553</b>	<b>263,550</b>	<b>327,777</b>	<b>3.00</b>		<b>Total Department Expense</b>	<b>354,332</b>	<b>3.00</b>	<b>354,332</b>	<b>3.00</b>	<b>(15,840)</b>	<b>0.00</b>
<b>Revenues</b>											
(75,603)	(106,246)	5,000		6000	Beginning Fund Balance	5,000		5,000			
0	0	0		6130	State Operating Grants	0		0			
45,000	45,000	45,000		6170	Intergovernmental Local Govt.	47,500		47,500			
48,078	47,853	60,000		6300	Charges for Services	65,000		65,000			
123,697	141,112	130,000		6310	Charges for Services-Rentals	145,000		145,000			
12,243	8,831	15,000		6320	Charges for Services-Concessions	15,000		15,000			
0	0	1,000		6820	Commissions	0		0			
50	0	5,000		6980	Donations	5,000		5,000			
1,842	2,880	2,000		6990	Miscellaneous	3,000		3,000			
0	75,000	75,000		7910	Transfer from General Fund	75,000		75,000			
<b>155,307</b>	<b>214,430</b>	<b>338,000</b>			<b>Total Revenues</b>	<b>360,500</b>		<b>360,500</b>		<b>0</b>	
<b>Net Cost of Program</b>											
106,246	49,120	(10,223)			Expenditures less Revenue	(6,168)		(6,168)		(15,840)	
<b>414,313</b>	<b>424,575</b>	<b>508,000</b>	<b>4.00</b>		<b>Total Fund Requirements</b>	<b>546,000</b>	<b>4.00</b>	<b>546,000</b>	<b>4.00</b>	<b>(29,320)</b>	<b>0.00</b>
<b>390,703</b>	<b>451,483</b>	<b>508,000</b>			<b>Total Fund Resources</b>	<b>546,000</b>		<b>546,000</b>		<b>0</b>	
<b>(23,610)</b>	<b>26,908</b>	<b>(0)</b>	<b>4.00</b>		<b>Net Fund Balance</b>	<b>0</b>	<b>4.00</b>	<b>0</b>	<b>4.00</b>	<b>(29,320)</b>	<b>0.00</b>

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
LAW LIBRARY	LAW LIBRARY			
Program Description:				
Library of basic legal reference material designated for visiting attorneys and judges. It is also open to the general public after checking in with General Services. ORS Chapter 9 provides legislation to establish a law library and set a fee to be charged to each civil unit not greater than 40 percent of the filing fee. In Polk County, the Library Fund was self-supporting prior to FY 1993-94 and again became self-supporting in FY 1996-97 primarily due to a changeover to purchasing computerized legal publications in lieu of purchasing books and cutting overhead.				
Program Goals or Objectives:				
Maintain an appropriate level of current legal reference materials.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Publications	\$28,562	\$29,948	\$28,000	\$26,700
State Operating Grants	\$48,563	\$55,280	\$50,000	\$50,000

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0		8210	Office Supplies	0		0			
0	0	0		8250	Small Tools & Minor Equip.	0		0			
28,562	29,948	28,582		8410	Dues, Memberships & Publicatns	26,703		26,703			
25,884	26,330	27,305		8810	Rent Interdepartmental	29,006		29,006			
1,618	1,603	1,452		8830	Management Services Interdept.	1,458		1,458			
2,667	2,730	2,661		8840	Information Services Interdept.	2,833		2,833			
<b>58,731</b>	<b>60,611</b>	<b>60,000</b>			<b>Total Materials and Services</b>	<b>60,000</b>		<b>60,000</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
0	0	0		9805	Transfer to General Fund	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Transfers</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>58,731</b>	<b>60,611</b>	<b>60,000</b>			<b>Total Department Expenses</b>	<b>60,000</b>		<b>60,000</b>		<b>0</b>	
<b>Revenues</b>											
9,511	4,333	5,000		6000	Beginning Fund Balance	5,000		5,000			
48,553	55,280	50,000		6130	State Operating Grants	50,000		50,000			
0	0	0		6300	Charges for Services	0		0			
5,000	5,000	5,000		7910	Transfer from General Fund	5,000		5,000			
<b>63,064</b>	<b>64,613</b>	<b>60,000</b>			<b>Total Revenues</b>	<b>60,000</b>		<b>60,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(4,333)	(4,002)	0			Expenditures less Revenue	0		0		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
COUNTY SCHOOL				
Program Description:				
This Fund receives Utility Franchise tax in lieu and State Timber receipts. Currently, the County is utilizing State Timber receipts to maintain resource roads. As a result, the only monies being deposited into this fund are franchise taxes.				
Program Goals or Objectives:				
Pass through of state revenue receipts or taxes collected by the county with minimum cost to the county and the schools.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Utility Franchise Tax	\$19,992	\$143,059	\$22,500	\$147,500

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15	FY 15-16	FY 16-17	Acct.			FY 17-18	FY 17-18		FY 17-18		
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0		9100	Special Payments	0		0			
21,214	144,197	25,000		9110	Apportionment to Schools	150,000		150,000			
21,214	144,197	25,000		Total Department Expense:		150,000		150,000		0	
Revenues											
0	0	0		6000	Beginning Fund Balance	0		0			
19,992	143,059	22,500		6050	Franchise Tax	147,500		147,500			
1,222	1,138	2,500		6120	Federal Payment in Lieu of T	2,500		2,500			
0	0	0		6600	Fines & Forfeitures	0		0			
0	0	0		6800	Interest Income	0		0			
0	0	0		7910	Transfer from General Fund	0		0			
21,214	144,197	25,000		Total Revenues		150,000		150,000		0	
Net Cost of Program											
0	0	0		Expenditures less Revenue		0		0		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
INSURANCE	GENERAL SERVICES	INSURANCE		
Program Description:				
The Insurance Fund includes unemployment, worker's compensation, long-term disability, COBRA/retiree health insurance, property, liability, Inland Marine insurance, boiler insurance, earthquake insurance. Each year the County examines the cost benefit of self-insurance for liability versus purchasing insurance. In the 2002-03 fiscal year, the County elected to go self-insured for liability insurance. All of the insurances continue to be purchased.				
Program Goals or Objectives:				
1. The program was developed to give the County the flexibility when purchasing insurance. 2. The program is managed by the Administrative Officer and minor claims are handled in-house by Management Services or County Counsel, with larger claims being handled by County Counsel or being passed on to the insurance company.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Premiums (Property/Liability)	\$291,625	\$390,303	\$305,000	\$300,000
WCI Experience Rating	.63	.76	.88	.90
WCI Premium (net)	\$245,396	\$292,505	\$200,000	\$300,000
Unemployment	\$58,313	\$27,975	\$50,000	\$30,000

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
39,416	40,703	41,127	0.35	8050	Department Head	45,200	0.35	45,200	0.35		
1,214	1,715	0		8090	Overtime	0		0			
<b>40,630</b>	<b>42,418</b>	<b>41,127</b>	0.35		<b>Total Salaries</b>	<b>45,200</b>	0.35	<b>45,200</b>	0.35	<b>0</b>	0.00
6,788	7,890	8,637		8110	PERS-Retirement	11,074		11,074		0	
2,770	2,871	3,146		8120	Social Security/Medicare	3,458		3,458		0	
5,530	6,068	6,580		8140	Insurance	6,930		6,930		0	
198	205	206		8150	Unemployment	226		226		0	
63	66	82		8160	Workers Compensation In:	90		90		0	
<b>55,979</b>	<b>59,518</b>	<b>59,778</b>	0.35		<b>Total Personal Services Expenditures</b>	<b>66,978</b>	0.35	<b>66,978</b>	0.35	<b>0</b>	0.00
462	14	500		8220	Operating Supplies	500		500			
12,239	6,835	10,000		8250	Small Tools & Minor Equip.	10,000		10,000			
291,625	390,303	306,722		8360	Insurance	300,000		300,000			
(555)	13	2,500		8370	Settlements	2,500		2,500			
0	0	500		8410	Dues, Memberships & Publication	500		500			
0	0	0		8420	Workshops & Conferences	0		0			
0	0	0		8510	Professional Services	0		0			
0	0	0		8540	Contract Services	0		0			
455	1,215	0		8580	Special Projects	0		0			
5,733	1,689	5,000		8610	Repairs and Maintenance	2,500		2,500			
245,396	292,505	200,000		8870	Workers Compensation Insurance	300,000		300,000			
122,434	149,956	125,000		8875	Health Insurance Premiums	150,000		150,000			
58,313	27,975	50,000		8880	Unemployment Claims	30,000		30,000			
<b>736,102</b>	<b>870,505</b>	<b>700,222</b>			<b>Total Materials and Services</b>	<b>796,000</b>		<b>796,000</b>		<b>0</b>	
0	0	0		8946	Furnitures and Fixtures	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
0	0	200,000		9990	Fund Operating Contingency	187,022		187,022			
<b>0</b>	<b>0</b>	<b>200,000</b>			<b>Total Contingency</b>	<b>187,022</b>		<b>187,022</b>		<b>0</b>	
<b>792,081</b>	<b>930,023</b>	<b>960,000</b>			<b>Total Department Expenses</b>	<b>1,050,000</b>		<b>1,050,000</b>		<b>0</b>	
<b>Revenues</b>											
459,837	343,150	250,000		6000	Beginning Fund Balance	50,000		50,000			
673,424	758,515	700,000		6300	Charges for Services	850,000		850,000			
0	0	0		6600	Fines & Forfeitures	0		0			
0	0	10,000		6750	Settlements	0		0			
1,970	1,231	0		6990	Miscellaneous	0		0			
0	0	0		7910	Transfer from the General Fund	150,000		150,000			
<b>1,135,231</b>	<b>1,102,896</b>	<b>960,000</b>			<b>Total Revenues</b>	<b>1,050,000</b>		<b>1,050,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(343,150)	(172,873)	(0)			Expenditures less Revenue	0		0		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION											
DEBT SERVICE														
Program Description:														
<p>This fund was used to account for the Tax Collection and Debt Service on the 1986 \$7 million General Obligation Road Improvement Bond Issue, which was paid off in FY 1996-97, on the 1996 \$8.5 million General Obligation Jail Construction Bond Issue, and the 2006 \$20 million Road Improvement Bond.</p> <p>A 10-million, 10-year proposed facilities bond is included in the proposed budget for 2017-2018. If passed, this would be year 1 of 10 in bond payments.</p>														
Program Goals or Objectives:														
<p>Maturity Schedule:</p> <table><tr><td>Fiscal Yrs.</td><td>Principal Payoff</td><td>Est. Interest</td><td>Total</td><td>Estimated Tax Levy</td></tr><tr><td>17-27</td><td>\$10,000,000</td><td>\$2,767,000</td><td>\$12,767,000</td><td>\$1,250,000</td></tr></table>					Fiscal Yrs.	Principal Payoff	Est. Interest	Total	Estimated Tax Levy	17-27	\$10,000,000	\$2,767,000	\$12,767,000	\$1,250,000
Fiscal Yrs.	Principal Payoff	Est. Interest	Total	Estimated Tax Levy										
17-27	\$10,000,000	\$2,767,000	\$12,767,000	\$1,250,000										
Descriptive Statistics:														
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18										
Property Taxes Collected	\$2,682,300	\$2,696,595	\$2,839,250	\$1,250,000										

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	Acct. FTE Num.	Description	FY 17-18 Requested	FY 17-18 FTE Proposed	FY 17-18 FTE Approved
<b>Expenditures</b>							
2,360,000	2,555,000	2,770,000	9520	Bond Principal Payment	840,000	840,000	
322,300	202,375	69,250	9530	Bond Interest	435,064	435,064	
<b>2,682,300</b>	<b>2,757,375</b>	<b>2,839,250</b>			<b>1,275,064</b>	<b>1,275,064</b>	<b>0</b>
<b>Transfers</b>							
0	0	0	9990	Transfer to General Fund	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>
<b>2,682,300</b>	<b>2,757,375</b>	<b>2,839,250</b>		<b>Total Department Expenses</b>	<b>1,275,064</b>	<b>1,275,064</b>	<b>0</b>
<b>Revenues</b>							
47,975	85,117	75,000	6000	Beginning Fund Balance	25,000	25,000	
2,612,139	2,619,345	2,658,750	6010	Property Taxes	1,175,064	1,175,064	
107,045	77,250	105,000	6020	Property Taxes Previous Years	75,000	75,000	
258	237	500	6800	Interest Income	0	0	
0	0	0	7200	Bond Proceeds	0	0	
0	0	0	7910	Transfer from General Fund	0	0	
<b>2,767,417</b>	<b>2,781,949</b>	<b>2,839,250</b>		<b>Total Revenues</b>	<b>1,275,064</b>	<b>1,275,064</b>	<b>0</b>
<b>Net Cost of Program</b>							
(85,117)	(24,574)	0		Expenditures less Revenue	0	0	0

# POLK COUNTY, OREGON

## General Obligation Bond Planning Schedules May 2017 Election



David Ulbricht  
Director

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(503) 371-8667

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See "Important Disclosures" contained herein.

**Financing Assumptions**  
**Assessed Valuation Growth**  
**And Tax Collection Factors**

**Funding Scenarios**

- 1.) Assumes a May 2017 Election;
- 2.) General Obligation Bond Amount of:
  - a. \$10,000,000;
- 3.) 10-Year Amortization Term;
- 4.) Bonds issued July 1, 2017;
- 5.) First Bond Interest Payment due December 15, 2017;
- 6.) First Bond Principal Payment due June 15, 2018;
- 7.) 93% Property Tax Collection in the Year of the Tax Levy (7% delinquency and non-collectable factor);
- 8.) Starting Taxable Assessed Valuation is \$5,621,923,862 (FY 2016-17 TAV and adjusted according to Number 7 above and Number 9 below);
- 9.) Assessed Valuation increases 2.50% per Year;
- 10.) Interest Rates (as of February 21, 2017) assumed for a Rated and Nonrated General Obligation Bond plus 0.50 of 1.0% (50 basis points);
- 11.) Assumes a direct bank purchase and publicly offered;
- 12.) Costs of issuance are for presentation purposes only and may include Bond Counsel, bank underwriting fee, bank counsel fee, bond underwriting fees, disclosure counsel fees, CUSIP, bond registrar/paying agent fees, Oregon State Treasury Fee, municipal advisory fee, and bond delivery (Costs are included for planning purposes but not all costs may be incurred and such costs may be higher or lower than estimated); and,
- 13.) Level Debt Service Structure.

Polk County  
Polk County, Oregon  
2017 May Election - Planning Schedules  
Estimated Assessed Value

Fiscale Year End 30-Jun	Assessed Value <sup>(b)</sup>	Adjustments to Assessed Value		Adjusted Total Assessed Value For Tax Levy
		Growth Assumptions <sup>(b)</sup>	Collection Rates	
2014 <sup>(a)</sup>	\$ 4,921,123,776		93.00%	4,576,645,112
2015 <sup>(a)</sup>	5,110,398,768	3.85%	93.00%	4,752,670,854
2016 <sup>(a)</sup>	5,358,664,931	4.86%	93.00%	4,983,558,386
2017 <sup>(a)</sup>	5,621,923,862	4.91%	93.00%	5,228,389,192
2018	5,790,581,578	3.00%	93.00%	5,385,240,868
2019	5,964,299,025	3.00%	93.00%	5,546,798,093
2020	6,143,227,996	3.00%	93.00%	5,713,202,036
2021	6,327,524,836	3.00%	93.00%	5,884,598,097
2022	6,517,350,581	3.00%	93.00%	6,061,136,040
2023	6,712,871,098	3.00%	93.00%	6,242,970,121
2024	6,914,257,231	3.00%	93.00%	6,430,259,225
2025	7,121,684,948	3.00%	93.00%	6,623,167,002
2026	7,335,335,496	3.00%	93.00%	6,821,862,011
2027	7,555,395,561	3.00%	93.00%	7,026,517,872
2028	7,782,057,428	3.00%	93.00%	7,237,313,408
2029	8,015,519,151	3.00%	93.00%	7,454,432,810
2030	8,255,984,726	3.00%	93.00%	7,678,065,795
2031	8,503,664,268	3.00%	93.00%	7,908,407,769

(a) Initial taxable assessed value based on amount provided by the County Assessor for FY 2016-17.

(b) Estimated Taxable Assessed Value based on previous year value plus growth rate assumption.

PRELIMINARY - SUBJECT TO REVISION

## **Debt Service Structure**

### **\$10,000,000 Estimated General Obligation Bond Financing Scenarios**

*The following illustrations represent mathematical calculations of potential interest costs and ad valorem property taxes, assuming hypothetical interest rates, taxable assessed valuation growth and property tax collections. Current interest rates are based on a voter-approved, bank-qualified, nonrated Oregon General Obligation Bond, offered through a direct bank purchase and a publicly offered bond, as of February 21, 2017 plus 50 basis points as a hedge against market fluctuations. Future hypothetical taxable assessed valuation growth, ad valorem property tax collections and estimated annual property tax levy impact are based on the current fiscal year taxable assessed valuation, assumed valuation growth and tax collection factors. Actual bond interest rates, future annual taxable assessed valuation, annual property tax collections and annual property tax levies, for repayment of a general obligation bond, may vary. If actual bond interest rates are higher, or lower, than assumed, the annual debt service on a general obligation bond could be higher or lower, and any changes in the annual taxable assessed valuation growth, along with future actual ad valorem property tax collections or any delinquencies in such collections could have an impact on the tax levy or amount that would be necessary to make the debt service payments on a voter-approved general obligation bond. This illustration provides information and is not intended to be a recommendation, proposal or suggestion or otherwise considered advice.*

Polk County

Illustration 1 - 10-Year Term / Bonds Issued July 1, 2017\*

Illustration of Hypothetical General Obligation Bonds

(Assumes an 'A3' Rating / BQ / Current Market Rates Plus 50 bps as of Feb. 21, 2017)

Level Debt Service Structure - Assumes Publicly Offered

Fiscal Year End	Illustration 1 (Public Offered)			Est. Levy Rate/1,000 (adj AV) <sup>(a)</sup>
	Principal	Interest	Total P&I	
2017	-	-	-	0.0000
2018	840,000	435,064	1,275,064	0.2368
2019	855,000	421,700	1,276,700	0.2302
2020	890,000	387,500	1,277,500	0.2236
2021	925,000	351,900	1,276,900	0.2170
2022	960,000	314,900	1,274,900	0.2103
2023	1,000,000	276,500	1,276,500	0.2045
2024	1,050,000	226,500	1,276,500	0.1985
2025	1,105,000	174,000	1,279,000	0.1875
2026	1,160,000	118,750	1,278,750	0.1820
2027	1,215,000	60,750	1,275,750	0.1763
Total	\$ 10,000,000	\$ 2,767,564	\$ 12,767,564	

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Est. Annual Average	\$ 1,276,756	\$ 0.2067
Maximum	\$ 1,279,000	\$ 0.2368
Minimum	\$ 1,274,900	\$ 0.1763

(a) Adjusted total assessed value based on 2016-17 assessed value and modified for growth assumption (3.00%) and collection rates (93%).

\* These illustrations represent a mathematical calculation of potential debt service, assuming hypothetical rates based on current rates plus 50 basis points for an 'A3' Rated municipal general obligation bond as of February 21, 2017. Interest and costs of issuance are only estimates for illustrative purposes and are based on experience with comparable transactions. Actual interest and costs of issuance will vary. If actual rates are higher than assumed, the interest cost will be higher. These illustrations provide information and is not intended to be a recommendation, proposal or otherwise considered advice.

PRELIMINARY - SUBJECT TO REVISION

SIDAIO  
ADVISORY SERVICES LLC

Polk County

Illustration 2 - 5-Year Term/Bonds Issued July 1, 2017\*

Illustration of Hypothetical General Obligation Bonds

(Assumes Nonrated / BQ / Current Market Rates Plus 50 bps as of Feb. 21, 2017)

Level Debt Service Structure - Assumes Bank Purchase

Fiscal Year End	Illustration 2 (Bank Purchase)			Est. Levy Rate/1,000 (adj AV) <sup>(a)</sup>
	Principal	Interest	Total P&I	
2017	-	-	-	0.0000
2018	890,000	272,333	1,162,333	0.2158
2019	900,000	259,635	1,159,635	0.2091
2020	930,000	233,985	1,163,985	0.2037
2021	955,000	207,480	1,162,480	0.1975
2022	980,000	180,263	1,160,263	0.1914
2023	1,010,000	152,333	1,162,333	0.1862
2024	1,040,000	123,548	1,163,548	0.1757
2025	1,065,000	93,908	1,158,908	0.1699
2026	1,100,000	63,555	1,163,555	0.1656
2027	1,130,000	32,205	1,162,205	0.1606
Total	\$ 10,000,000	\$ 1,619,243	\$ 11,619,243	

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Est. Annual Average	\$ 1,161,924	\$ 0.1876
Maximum	\$ 1,163,985	\$ 0.2158
Minimum	\$ 1,158,908	\$ 0.1606

(a) Adjusted total assessed value based on 2016-17 assessed value and modified for growth assumption (3.00%) and collection rates (93%).

\* These illustrations represent a mathematical calculation of potential debt service, assuming hypothetical rates based on current rates plus 50 basis points for an 'A3' rated municipal general obligation bond as of February 21, 2017. Interest and costs of issuance are only estimates for illustrative purposes and are based on experience with comparable transactions. Actual interest and costs of issuance will vary. If actual rates are higher than assumed, the interest cost will be higher. These illustrations provide information and is not intended to be a recommendation, proposal or otherwise considered advice.

PRELIMINARY - SUBJECT TO REVISION

727 Center Street NE  
Salem, Oregon  
503.371.8667  
Page 4

<div> <div>\$10,000,000 GO Bonds - May 2017 Election</div> <div>Polk County</div> <div>Summary of Financing Illustrations - Sources &amp; Uses and Bond Statistics</div> </div>			
	Illustration 1 Publicly Offered	Illustration 2 Bank Purchase	Difference
<b>Potential Sources of Funds</b>			
Par Amount of Issue	\$ 10,000,000.00	\$ 10,000,000.00	\$ -
(Discount)/Premium	949,647.35	-	949,647.35
<b>Total Sources</b>	<b>\$ 10,949,647.35</b>	<b>\$ 10,000,000.00</b>	<b>\$ 949,647.35</b>
<b>Potential Uses of Funds</b>			
Est. Underwriter/Lender Fees	\$ 60,000.00	\$ 5,000.00	\$ 55,000.00
SDAO Advisory Svcs - Muni Advisor	10,000.00	10,000.00	-
Hawkins Delafield & Wood (Bond Counsel)	30,000.00	30,000.00	-
Disclosure Counsel Fee	20,000.00	-	-
Rating Fee	15,000.00	-	-
Bank Counsel	-	5,000.00	\$ (5,000.00)
Bond Registrar/Paying Agent (One Time)	7,000.00	-	7,000.00
Oregon State Treasury (MDAC Fee)	1,000.00	1,000.00	\$ -
Miscellaneous/Contingency	-	-	-
Rounding Amount Returned to District	0.00	0.00	0.00
<b>Total for Projects</b>	<b>10,806,647.35</b>	<b>9,949,000.00</b>	<b>892,647.35</b>
<b>Total Uses</b>	<b>\$ 10,949,647.35</b>	<b>\$ 10,000,000.00</b>	<b>\$ 949,647.35</b>
<b>Bond Statistics</b>			
Average Life (years)	5.806 Years	5.682 Years	
Bond Yield for Arbitrage Purposes	2.9300%	2.8502%	0.0798%
True Interest Cost	3.0382%	2.8676%	0.1706%
Net Interest Cost	3.2347%	2.8676%	0.3671%
All Inclusive Cost (AIC)	3.1823%	2.9503%	0.2320%
Dated Date	7/1/2017	7/1/2017	7/1/2017
Final Maturity	6/15/2027	6/15/2027	6/15/2024

Note: Potential Costs of Issuance are illustrations and are subject to change.

\*Interest and bond yields are only estimates for illustrative purposes and based on experience with comparable transactions. Actual interest and bond yields will vary. These illustrations provide information and is not intended to be a recommendation, proposal or otherwise considered advice.

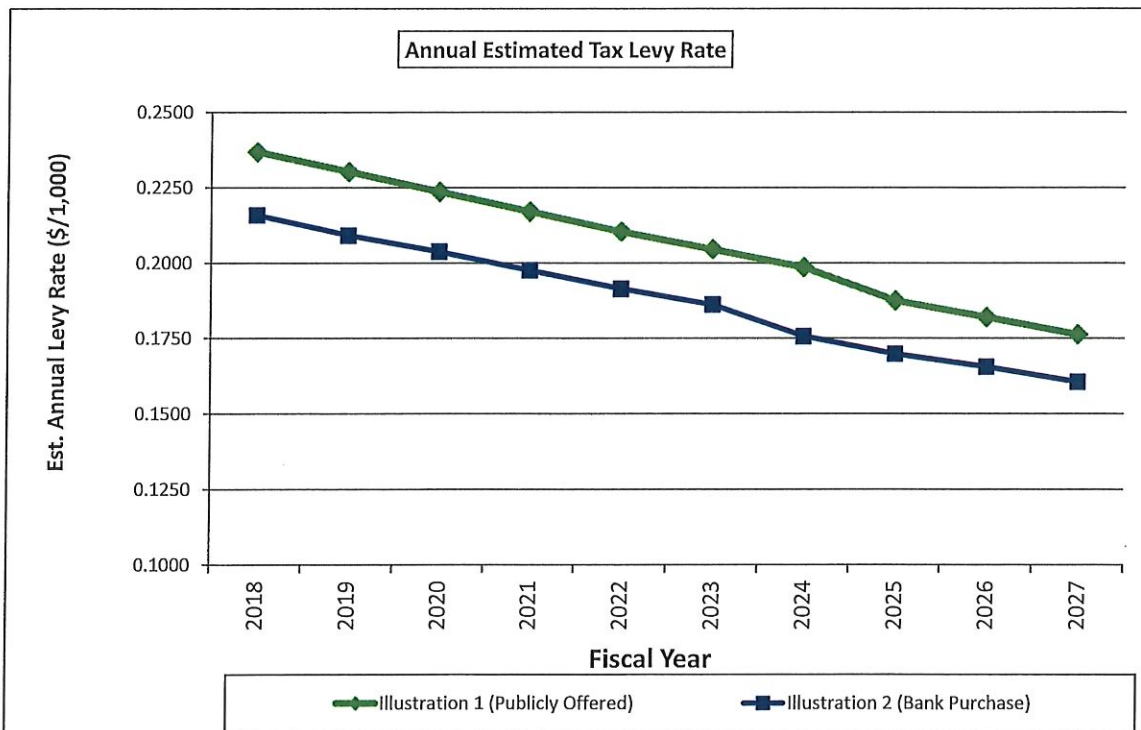
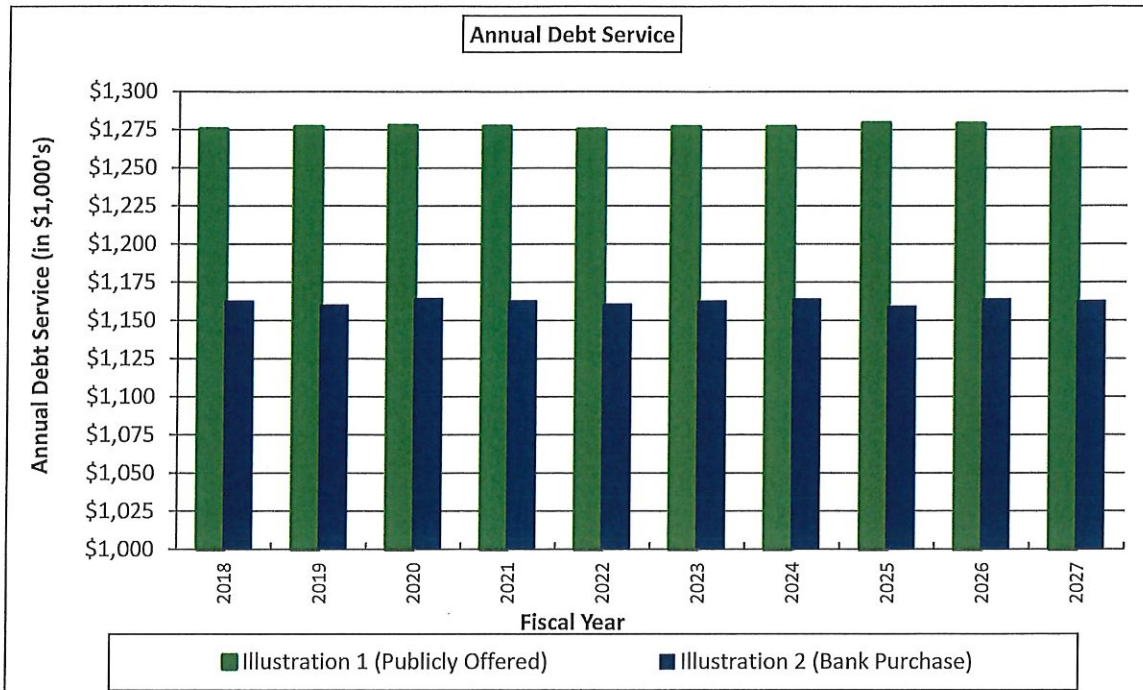
PRELIMINARY - SUBJECT TO REVISION

**\$10,000,960,000 General Obligation Bonds**

**Polk County**

Polk County, Oregon

**Summary of Financing Illustrations - Level Debt Service Structure**



PRELIMINARY - SUBJECT TO REVISION

## Disclosure

Special Districts Association of Oregon Advisory Services LLC ("SDAOAS") is a registered municipal advisor with the Securities and Exchange Commission pursuant to Section 15B(a)(2) of the Securities Exchange Act of 1934 (the "Act") and the Municipal Securities Rulemaking Board.

SDAOAS is providing the information contained herein and/or accompanying materials (the "Materials") for discussion or general informational purposes only for a possible issuance of municipal securities the Polk County may be considering.

Municipal Securities Rulemaking Board Rule G-17 requires a municipal advisor to deal fairly at all times with municipal issuers and with all persons and shall not engage in any deceptive, dishonest or unfair practice. As a municipal advisor, SDAOAS may provide advice concerning the structure, timing, terms, and other similar matters concerning an issuance of municipal securities the County is considering. As a municipal advisor, SDAOAS has a fiduciary duty to the County under the federal securities law and is therefore required by federal law to act in the best interests of the Port without regard to its own financial or other interests.

Under MSRB Rule G-23, SDAOAS will not be able to serve as underwriter or placement agent for any notes, bonds or other securities to be issued and sold as part of the Refunding Bond Sale.

The Materials do not include any recommendations or suggestions that the County take or refrain from taking any action with regard to an issuance of municipal securities and are not intended to be and should not be construed as "advice" within the meaning of Section 15B of the Securities Exchange Act of 1934 or Rule 15Ba1-1 thereunder. The Materials are intended to provide information of a factual or educational nature.

SDAOAS has not identified any additional potential or actual conflicts of interest that require disclosure.

Any opinions or estimates contained in the Materials represent the judgment of SDAOAS at this time, and are subject to change without notice. Interested parties are advised to contact SDAOAS for more information.

If the County has any questions or concerns about the above disclosures, please contact SDAOAS.

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**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
DOMESTIC MEDIATION FUND				
Program Description:				
Incorporated into the 2002-03 budget, Domestic Mediation, was created through ORS 107.755 - ORS 107.785. The Domestic Mediation Fund receives funds through Court Records. Monies are used to provide mediation services in child custody and visitation disputes. Polk County manages the personal services contracts with the providers.				
Program Goals or Objectives:				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
State Operating Grants	\$40,490	\$29,520	\$30,000	\$30,000

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0		8010	Clerical/Admin. Specialist	0		0		0	
0	0	0		8030	Professional/Technical	0		0		0	
0	0	0		8040	Management/Supervisory	0		0		0	
0	0	0		8080	Temporary/Part-time	0		0		0	
0	0	0		8090	Overtime	0		0		0	
0	0	0	0.00		<b>Total Salaries</b>	0	0.00	0	0.00	0	0.00
0	0	0		8110	PERS-Retirement	0		0		0	
0	0	0		8120	Social Security/Medicare	0		0		0	
0	0	0		8140	Insurance	0		0		0	
0	0	0		8150	Unemployment	0		0		0	
0	0	0		8160	Workers Comp. Insurance	0		0		0	
0	0	0	0.00		<b>Total Personal Services</b>	0	0.00	0	0.00	0	0.00
80	315	100		8210	Office Supplies	100		100			
0	0	100		8220	Operating Supplies	0		0			
0	0	0		8420	Workshops and Conferences	0		0			
0	0	0		8430	Transportation	0		0			
32,669	47,792	28,765		8510	Professional Services	32,737		32,737			
0	0	0		8540	Contract Services	0		0			
386	413	500		8580	Special Projects	500		500			
0	0	0		8610	Repairs and Maintenance	0		0			
0	0	0		8820	Insurance Interdepartmental	0		0			
1,800	1,559	1,535		8830	Management Services Interdept.	1,663		1,663			
0	0	0		8840	Information Services Interdept.	0		0			
34,935	50,079	31,000			<b>Total Materials and Services</b>	35,000		35,000		0	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	0		0		0	
34,935	50,079	31,000	0.00		<b>Total Department Expenses</b>	35,000	0.00	35,000	0.00	0	0.00
<b>Revenues</b>											
3,451	9,006	1,000		6000	Beginning Balance	0		0			
40,490	29,520	30,000		6130	State Operating Grants	30,000		30,000			
0	0	0		6600	Fines & Forfeitures	0		0		0	
0	10,000	0		7910	Transfer from General Fund	5,000		5,000		0	
43,941	48,526	31,000			<b>Total Revenues</b>	35,000		35,000		0	
<b>Net Cost of Program</b>											
9,006	(1,553)	0			Expenditures less Revenue	0		0		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
COURT SECURITY FUND				
Program Description:				
Incorporated into the 2002-03 budget, Court Security, was created through ORS 1.18 and ORS 137.308. The Court Security Fund receives funds through Court fines (County assessment portion). Monies are used to provide enhanced security in Courthouses and courtrooms.				
Program Goals or Objectives:				
To enhance security in courtrooms, court facilities and Courthouses. The County has made safety improvements to all three courtrooms in the past three years.				
Descriptive Statistics:				
Indicator	Actual 14-25	Actual 15-16	Estimated 16-17	Projected 17-18
Fines & Forfeitures	\$9,859	\$12,423	\$10,000	\$10,000
State Operating Grants	\$15,112	\$15,564	\$15,000	\$15,000

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0		8010	Clerical/Admin. Specialist	0		0		0	
0	0	0		8030	Professional/Technical	0		0		0	
0	0	0		8040	Management/Supervisory	0		0		0	
0	0	0		8080	Temporary/Part-time	0		0		0	
0	0	0		8090	Overtime	0		0		0	
0	0	0	0.00		<b>Total Salaries</b>	0	0.00	0	0.00	0	0.00
0	0	0		8110	PERS-Retirement	0		0		0	
0	0	0		8120	Social Security/Medicare	0		0		0	
0	0	0		8140	Insurance	0		0		0	
0	0	0		8150	Unemployment	0		0		0	
0	0	0		8160	Workers Comp. Insurance	0		0		0	
0	0	0	0.00		<b>Total Personal Services</b>	0	0.00	0	0.00	0	0.00
0	0	0		8210	Office Supplies	0		0			
9	25	1,000		8220	Operating Supplies	1,000		1,000			
0	221	0		8250	Small Tools & Minor Equipment	0		0			
0	0	0		8310	Advertising & Printing	0		0			
0	0	1,500		8420	Workshops and Conferences	1,500		1,500			
0	0	0		8430	Transportation	0		0			
0	0	2,500		8510	Professional Services	2,500		2,500			
0	0	0		8540	Contract Services	0		0			
6,293	5,439	83,028		8580	Special Projects	86,206		86,206			
1,690	387	2,500		8610	Repairs and Maintenance	2,500		2,500			
0	0	0		8820	Insurance Interdepartmental	0		0			
2,969	3,322	2,472		8830	Management Services Interdept.	2,294		2,294			
15,000	15,000	15,000		8840	Information Services Interdept.	15,000		15,000			
25,961	24,394	108,000			<b>Total Materials and Services</b>	111,000		111,000		0	
5,650	0	25,000		8920	Buildings	25,000		25,000			
0	0	0		8948	Computers and Attachments	0		0			
5,650	0	25,000			<b>Total Capital Outlay</b>	25,000		25,000		0	
31,611	24,394	133,000	0.00		<b>Total Department Expenses</b>	136,000	0.00	136,000	0.00	0	0.00
<b>Revenues</b>											
110,046	103,884	100,000		6000	Beginning Balance	110,000		110,000			
15,112	15,564	15,000		6130	State Operating Grants	15,000		15,000			
9,859	12,423	10,000		6600	Fines & Forfeitures	10,000		10,000			
478	616	1,000		6800	Interest Income	1,000		1,000			
0	0	0		6990	Miscellaneous	0		0			
135,495	132,487	126,000			<b>Total Revenues</b>	136,000		136,000		0	
<b>Net Cost of Program</b>											
(103,884)	(108,093)	7,000			Expenditures less Revenue	0		0		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
VETERANS SERVICES	VETERANS SERVICES	VETERANS SERVICES		
Program Description:				
A new fund created in the 2016-17 fiscal year to address veterans needs within Polk County				
Program Goals or Objectives:				
Provide programs and services to qualified veterans throughout the County.  Assist and navigate the federal paperwork to establish benefits and services for veterans.  Assist in attaining addition services and financial resources.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Veterans served	N/A	N/A	800	2000
Monies/Services acquired	N/A	N/A	\$400,000	\$900,000

Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	12,600	0.38	8010	Clerical/Admin. Specialist	32,000	1.00	32,000	1.00		
0	0	27,500	0.50	8040	Management/Supervisory	49,000	1.00	49,000	1.00		
0	0	0		8080	Temporary/Part-Time	0		0			
0	0	0		8090	Overtime	0		0			
0	0	40,100	0.88		<b>Total Salaries</b>	81,000	2.00	81,000	2.00	0	0.00
0	0	7,619		8110	PERS-Retirement	19,035		19,035		0	
0	0	3,068		8120	Social Security/Medicare	6,197		6,197		0	
0	0	14,700		8140	Insurance	39,600		39,600		0	
0	0	160		8150	Unemployment	324		324		0	
0	0	281		8160	Workers Comp. Insurance	567		567		0	
0	0	65,928	0.88		<b>Total Personal Services</b>	146,723	2.00	146,723	2.00	0	0.00
0	0	200		8210	Office Supplies	200		200			
0	0	1,000		8250	Small Tools & Minor Equipment	500		500			
0	0	500		8310	Advertising and Printing	500		500			
0	0	500		8320	Photocopying	500		500			
0	0	1,000		8330	Postage	1,500		1,500			
0	0	500		8340	Telephone	1,000		1,000			
0	0	0		8350	Utilities	2,000		2,000			
0	0	500		8410	Dues, Memberships & Publicatn	500		500			
0	0	1,000		8420	Workshops and Conferences	1,000		1,000			
0	0	1,000		8430	Transportation	2,000		2,000			
0	0	0		8540	Contract Services	0		0			
0	0	1,022		8580	Special Projects	2,348		2,348			
0	0	0		8610	Repairs & Maintenance	0		0			
0	0	6,000		8810	Rent Interdepartmental	10,000		10,000			
0	0	100		8820	Insurance Interdepartmental	200		200			
0	0	750		8830	Management Services Interdept	2,849		2,849			
0	0	1,000		8840	Information Services Interdept.	3,180		3,180			
0	0	15,072			<b>Total Materials and Services</b>	28,277		28,277		0	
0	0	0		9990	Contingency	0		0		0	
0	0	0			<b>Total Contingency</b>	0		0		0	
0	0	81,000	0.88		<b>Total Department Expenses</b>	175,000	2.00	175,000	2.00	0	0.00
<b>Revenues</b>											
0	0	0		6000	Beginning Balance	5,000		5,000			
0	0	0		6110	Federal Grants	0		0			
0	0	31,000		6130	State Operating Grants	90,000		90,000			
0	0	0		6170	Intergovernmental Local Govt.	0		0			
0	0	5,000		6180	Non-governmental Grants	5,000		5,000			
0	0	0		6800	Interest Income	0		0			
0	0	5,000		6980	Donations	10,000		10,000			
0	0	0		6990	Miscellaneous	0		0			
0	0	40,000		7910	Transfer from the General Fund	65,000		65,000			
0	0	81,000			<b>Total Revenues</b>	175,000		175,000		0	
0	0	81,000	0.88		<b>Total Fund Requirements</b>	175,000	2.00	175,000	2.00	0	0.00
0	0	81,000			<b>Total Fund Resources</b>	175,000		175,000		0	
0	0	(0)	0.88		<b>Net Fund Balance</b>	0	2.00	0	2.00	0	0.00

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Revenue**

235 Public Health Revenue for all departments	(Fund)
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FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	Divn Num.	Acct. Num.	Description	FY 17-18 Requested	FY 17-18 Proposed	FY 17-18 Approved	Division
<b>Revenues</b>									
(45,105)	(59,049)	0	520	6000	Beginning Fund Balance	0	0		Family Planning
27,972	24,675	25,000	520	6110	Federal Awards	19,500	19,500		Family Planning
67,105	39,376	105,000	520	6122	OHP Capitation - Medicaid	0	0		Family Planning
0	0	0	520	6124	Medicaid Fee for Services	115,000	115,000		Family Planning
0	56,724	0	520	6130	State Operating Grants	0	0		Family Planning
41,237	37,688	16,000	520	6300	Charges for Services	25,000	25,000		Family Planning
1,983	1,366	1,500	520	6980	Donations	1,500	1,500		Family Planning
0	0	0	520	6990	Miscellaneous	0	0		Family Planning
42,000	95,000	100,000	520	7910	Transfer from General Fund	110,000	110,000		Family Planning
48,166	198,496	60,000	525	6000	Beginning Fund Balance	65,000	65,000		General Health
218,146	135,354	135,000	525	6110	Federal Awards	180,000	180,000		General Health
270,749	149,513	270,000	520	6122	OHP Capitation - Medicaid	0	0		General Health
0	179,976	0	525	6124	Medicaid Fee for Services	273,500	273,500		General Health
427,291	409,739	547,660	525	6130	State Operating Grants	495,000	495,000		General Health
288,899	288,443	375,540	525	6170	Intergovernmental Local Govt.	550,000	550,000		General Health
40,000	0	0	525	6180	Non-Governmental Grants	16,000	16,000		General Health
95,536	93,052	69,000	525	6300	Charges for Services	80,000	80,000		General Health
0	1	0	525	6990	Miscellaneous	0	0		General Health
157,500	120,000	150,000	525	7910	Transfer from General Fund	150,000	150,000		General Health
(53,624)	(22,565)	0	528	6000	Beginning Fund Balance	0	0		W.I.C.
279,232	212,208	212,000	528	6110	Federal Awards	205,000	205,000		W.I.C.
35,000	0	25,000	528	7910	Transfer from General Fund	50,000	50,000		W.I.C.
<b>1,942,087</b>	<b>1,959,997</b>	<b>2,091,700</b>			<b>Fund Total</b>	<b>2,335,500</b>	<b>2,335,500</b>	<b>0</b>	

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT		DIVISION	
PUBLIC HEALTH	HEALTH SERVICES		FAMILY PLANNING	
Program Description:				
To conduct discussions, education, exams and appropriate testing for the purpose of:				
1) Providing family planning assistance to clients to facilitate planning when to have children and decreasing the incidence of unplanned pregnancies.				
2) Providing information and referrals to appropriate services that promote healthy pregnancy outcomes for pregnant women.				
Program Goals or Objectives:				
1. Provide women's health exams and discuss appropriate contraception options, including abstinence.				
2. Provide education on nutrition, folic acid use and overall general health during pregnancy.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated* 16-17	Projected 17-18
Unduplicated clients served	500	488	521	500
Total Client Visits	858	870	826	850

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
17,254	24,215	27,854	0.76	8010	Clerical/Admin. Specialist	29,279	0.75	29,279	0.75		
47,206	59,179	64,721	1.15	8030	Professional/Technical	63,091	1.15	63,091	1.15		
6,573	6,049	7,797	0.10	8040	Management/Supervisory	7,151	0.10	7,151	0.10		
995	774	1,000		8080	Temporary/Part-Time	1,000		1,000			
3,701	1,556	2,000		8090	Overtime	2,000		2,000			
<b>75,729</b>	<b>91,773</b>	<b>103,372</b>	<b>2.01</b>		<b>Total Salaries</b>	<b>102,521</b>	<b>2.00</b>	<b>102,521</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
10,754	15,238	20,658		8110	PERS-Retirement	24,605		24,605		0	
6,138	7,247	7,908		8120	Social Security/Medicare	7,843		7,843		0	
12,270	23,486	27,738		8140	Insurance	31,600		31,600		0	
405	480	521		8150	Unemployment	517		517		0	
1,751	2,047	2,585		8160	Workers Comp. Insurance	2,564		2,564		0	
<b>107,047</b>	<b>140,271</b>	<b>162,782</b>	<b>2.01</b>		<b>Total Personal Services</b>	<b>169,650</b>	<b>2.00</b>	<b>169,650</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
61	161	750		8210	Office Supplies	750		750			
22,801	22,714	22,500		8220	Operating Supplies	2,000		2,000			
238	10,463	8,900		8240	Software & Maintenance	8,400		8,400			
676	1,056	1,200		8250	Small Tools & Minor Equipment	1,000		1,000			
234	242	0		8310	Advertising and Printing	0		0			
326	363	500		8320	Photocopying	400		400			
165	138	250		8330	Postage	200		200			
1,440	1,473	1,500		8340	Telephone	1,500		1,500			
0	75	0		8410	Dues, Memberships & Publicati	0		0			
0	43	0		8420	Workshops and Conferences	250		250			
0	0	100		8430	Transportation	100		100			
9,066	19,523	0		8510	Professional Services	0		0			
1,862	7,872	3,500		8520	Medical Care	35,000		35,000			
3,456	7,872	25,000		8540	Contract Services	20,000		20,000			
0	0	0		8610	Repairs & Maintenance	0		0			
19,954	20,642	21,158		8810	Rent Interdepartmental	22,362		22,362			
500	550	600		8820	Insurance Interdepartmental	650		650			
8,157	8,085	8,067		8830	Management Services Interdep	9,527		9,527			
9,548	10,671	10,007		8840	Information Services Interdept	11,046		11,046			
8,710	3,871	5,247		8850	Human Serv. Admin. Interdept.	5,500		5,500			
<b>87,194</b>	<b>115,814</b>	<b>109,279</b>			<b>Total Materials &amp; Services</b>	<b>118,685</b>		<b>118,685</b>		<b>0</b>	
<b>194,241</b>	<b>256,085</b>	<b>272,061</b>	<b>2.01</b>		<b>Total Dept Expenses</b>	<b>288,335</b>	<b>2.00</b>	<b>288,335</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
(45,105)	(59,049)	0		6000	Beginning Fund Balance	0		0			
27,972	24,675	25,000		6110	Federal Awards	19,500		19,500			
67,105	39,376	105,000		6122	OHP Capitation - Medicaid	0		0			
0	0	0		6124	Medicaid Fee for Services	115,000		115,000			
0	56,724	0		6130	State Operating Grants	0		0			
41,237	37,688	16,000		6300	Charges for Services	25,000		25,000			
1,983	1,366	1,500		6980	Donations	1,500		1,500			
0	0	0		6990	Miscellaneous	0		0			
42,000	95,000	100,000		7910	Transfer from General Fund	110,000		110,000			
<b>135,192</b>	<b>195,780</b>	<b>247,500</b>			<b>Total Revenues</b>	<b>271,000</b>		<b>271,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(59,049)	(60,305)	24,561			Expenditures less Revenue	17,335		17,335		0	

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT	DIVISION		
PUBLIC HEALTH	HEALTH SERVICES	GENERAL HEALTH Babies First/CaCoon		
Program Description:				
Babies First: A nurse home visiting program that assists families with high-risk newborns with the child's health and developmental milestones. Services are for newborns through 5 years of age.				
CaCoon: A nurse assists families with newborns and children that have complex medical conditions that require special medical, educational, vocational and social needs. Services are provided for newborns through 21 years of age.				
Program Goals or Objectives:				
Babies First: Nurses work with high risk families to maximize parenting skills and to link families to other resources & services available for optimal child and family development.				
CaCoon: Nurses provide support for families with children who have complex medical conditions with special needs including:				
<ul style="list-style-type: none"><li>• Answering questions and providing medical guidance about the child's needs and special care.</li><li>• Helping families locate specialty resources including financial services and medical services for which their children may qualify.</li><li>• Helping to prevent problems related to their child's medical condition.</li><li>• Providing specialized nursing interventions.</li></ul>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated* 16-17	Projected 17-18
Babies First Caseload	114	100	65	65
CaCoon Caseload	144	60	65	65
Babies First Visits	463	570	400	400
CaCoon Visits	348	301	400	400

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT		DIVISION	
PUBLIC HEALTH	HEALTH SERVICES		GENERAL HEALTH Ebola	
Program Description:				
Funds are provided to develop and improve local Public Health's ability to mitigate, plan, and respond to Ebola and emerging infectious diseases that impact or threaten the community's health and wellbeing. The Emergency Preparedness, Ebola and Communicable Disease programs interact closely to support and provide mutual response of resources.				
Program Goals or Objectives:				
<div>1. Communicate, educate and exercise public health procedures, plans and field operations with community partners.</div> <div>2. Provide twenty-four/seven emergency access for disease reporting and/or adverse events.</div> <div>3. Strengthen the capability of public health to respond to and recover from public health incidents.</div> <div>4. Create and maintain an emerging infectious diseases plan.</div>				
Descriptive Statistics:				
Indicator	Actual 13-14	Actual 15-16	Estimated 16-17	Projected 17-18
Emergency Exercises Conducted	N/A	1	1	
Number of Events	N/A	2	1	
Community/Regional Meetings and Trainings*	N/A	2	1	

\*Numbers in red were Estimated and Projected from last report.

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT		DIVISION	
PUBLIC HEALTH	HEALTH SERVICES		GENERAL HEALTH HIV/AIDS	
Program Description:				
Ryan White Program: Provides case management for people with HIV/AIDS to improve health outcomes and reduce barriers to medical care. A nurse assists clients in accessing resources and services available within the community while providing psychosocial assessment and support.				
HIV Prevention Counseling and Testing: Provides education on reducing the risk for HIV infection. HIV counseling and testing is provided on a confidential basis. Clients can be seen by appointment.				
Program Goals or Objectives:				
Ryan White: In consultation with the client, the case manager will identify client needs, establish a plan of care and assist the client in connecting to resources that will help in the management of HIV/AIDS.				
Prevention Counseling and Testing: Provides education and awareness to prevent HIV infection. Provides testing to detect or assure clients they are not HIV infected.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated* 16-17	Projected 17-18
Ryan White Caseload	27	32	20	20
HIV Prevention Counseling and Testing Clients	35	35	30	30

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT	DIVISION		
PUBLIC HEALTH	HEALTH SERVICES	GENERAL HEALTH Immunizations		
Program Description:				
<p>Prevents the spread of vaccine preventable diseases by providing CDC recommended immunizations for infants, children and adults. Works with local schools to ensure students have required immunizations for school attendance. Maintains vaccination records in the statewide database that can be accessed by primary care providers. Routine immunizations are given by appointment on Mondays, Wednesday afternoons and Thursdays in the Dallas office. Polk County Public Health is a Vaccine for Children Provider.</p> <p>Influenza and pneumonia vaccinations are administered annually at various sites throughout the county.</p>				
Program Goals or Objectives:				
<p>1. To educate and prevent the spread of vaccine preventable diseases in the general population.</p> <p>2. Provide CDC recommended vaccinations to clients according to established vaccination schedules.</p>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Immunizations given - under 24 months	3,750	319	350	350
Immunizations given - over 24 months	1,736	1,428	1,328	1,400
Flu Shots Given	508	359	450	450
Pneumonia Shots Given	166	145	115	115

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT	DIVISION		
PUBLIC HEALTH	HEALTH SERVICES	GENERAL HEALTH Jail Health		
Program Description:				
The Jail Health Program provides medical care for inmates at the Polk County Jail. The clinic is run in shifts by a RNs and LPN's, with an on call physician. The services provided include an initial medical assessment for all incoming inmates, medication distribution, routine medical care, non-emergent visits and urgent/emergency evaluations and testing.				
Program Goals or Objectives:				
1. Maintain the health of the Polk County Jail Inmate population and prevent the spread of disease.				
2. Educate the Jail Inmate population about health maintenance, medication use, prevention and community resources.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Number of Non-emergent visits.	997	896	900	900
Number of inmates requesting Non-Emergent Visits.	527	879	900	900
Infirmery Visits/Reports/Follow Ups	4,057	7,720	7,800	7,800
Number of TB Tests Given.	221	168	200	200

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT	DIVISION		
PUBLIC HEALTH	HEALTH SERVICES	GENERAL HEALTH Emergency Preparedness		
Program Description:				
Funds are provided to develop and improve local Public Health's ability to mitigate, plan, and respond to an emergency event that impacts or threatens the community's health and wellbeing. The program encompasses "all-hazards" to include natural disasters, biological, chemical, radiological, and accidental events. The Emergency Preparedness and Communicable Disease programs interact closely to support and provide mutual response of resources.				
Program Goals or Objectives:				
<div>1. Develop infrastructure mechanism and staff training on Emergency Management; especially for Public Health's internal Incident Command System (ICS), staff members and mass vaccinations procedures.</div> <div>2. Provide twenty-four/seven emergency access for disease reporting and/or adverse events.</div> <div>3. Develop emergency plan annexes to be incorporated into the County Emergency Plan.</div> <div>4. Network and train with all Polk County and Regional Jurisdiction Emergency Management personnel to improve planning, response and communication in the event of a major natural or man-made emergency event.</div>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Emergency Exercises Conducted	6	6	6	6
Number of Events	3	3	3	3
Community/Regional Meetings and Trainings*	30	17	15	18
Staff completing job specific FEMA ICS Training (100/200/300/400/700/800)	61.2%	90%	100%	100%

\*New indicator added 2011

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT	DIVISION		
PUBLIC HEALTH	HEALTH SERVICES	GENERAL HEALTH Vital Statistics		
Program Description:				
Provides local registration of birth and deaths. Issues certified copies of death and birth, assist with affidavits to correct birth and death certificates, and assist with request for copies from Oregon and other states.				
Program Goals or Objectives:				
<div>1. Assure that each form is completed according to State and Federal requirements thereby maintaining the nationwide uniformity code of vital statistics.</div> <div>2. Assure that certified copies and information are provided only to those who have a direct tangible interest in such records.</div> <div>3. Compile local statistics for analysis.</div> <div>4. Assures clients are charged fees appropriately for vital records certificates.</div>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Death Certificates Filed	559	553	458	500
Certified Copies Made	2,953	2,933	2,268	2,500
Birth Certificates Filed	0	5	3	1
Certified Copies Made	0	6	3	1

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT	DIVISION		
PUBLIC HEALTH	HEALTH SERVICES	GENERAL HEALTH Communicable Disease		
Program Description:				
This program seeks to control the incidence of preventable diseases and the spread of communicable disease in the community. Activities include monitoring the incidence of communicable diseases by epidemiological investigations of outbreaks, initiating control measures, education of high-risk groups and the general public on prevention measures as well as ensuring basic prevention by immunizing vulnerable populations against disease.				
Program Goals or Objectives:				
1. Provide a means for reporting, monitoring, investigating and controlling communicable disease and other health hazards. 2. Assure the availability of immunization for human populations. 3. Assure early detection, treatment, education and prevention activities, which reduce morbidity and mortality of communicable disease.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Tuberculosis Cases (Active)	1	0	0	1
Noninfectious TB Cases on Medical Prophylaxis requiring further evaluation*	2	0	0	1
Chlamydia Cases	282	264	283	303
Pertussis Cases**	12	10	8	7
Hepatitis C Cases**	72	72	80	89
Syphilis	4	6	8	10
Gonorrhea	24	39	70	90
Vaccine Preventable***	18	14	12	10

\* Numbers in red were Estimated and Projected from last report.

\*\* New indicator added 2011

\*\*\* Vaccine Preventable diseases include HepB, Measles, Meningitis, Mumps, Pertussis, Polio, Rubella, Tetanus. Varicella (Chicken Pox) is not reportable to LHD's.

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT		DIVISION	
PUBLIC HEALTH	HEALTH SERVICES		General Health Maternity Case Management	
Program Description:				
Primarily a home visiting program, a RN provides services to assist at-risk pregnant women in obtaining access to and effectively utilizing necessary health, social, economic, and nutritional services during their pregnancy.				
Program Goals or Objectives:				
1. Increase the percentage of women who receive adequate prenatal care for a successful outcome of the pregnancy. 2. Reduce alcohol, drug and tobacco use by pregnant women. 3. Increase the percentage of babies with adequate birth weight.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated* 16-17	Projected 17-18
Low Birth weight Infants per 1,000 live births:	53.7	63.7	63.0	63.0
Polk County	64.2	65.5	65.0	65.0
Statewide				
Adequate Prenatal Care:				
Polk County	94.6%	95.8%	95.0%	95.0%
Statewide	94.3%	94.0%	94.0%	94.0%
Mothers < age 20:				
Polk County	4.7%	4.8%	4.7%	4.7%
Statewide	5.0%	4.4%	4.9%	4.9%

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
51,596	37,298	38,264	1.04	8010	Clerical/Admin. Specialist	40,166	1.05	40,166	1.05		
375,998	367,592	421,179	7.46	8030	Professional/Technical	470,261	8.20	470,261	8.20		
123,885	105,159	135,066	1.80	8040	Management/Supervisory	201,850	2.85	201,850	2.85		
39,697	5,981	30,000		8080	Temporary/Part-Time	45,000		45,000			
23,450	7,688	2,500		8090	Overtime	7,500		7,500			
<b>614,626</b>	<b>523,718</b>	<b>627,009</b>	<b>10.30</b>		<b>Total Salaries</b>	<b>764,777</b>	<b>12.10</b>	<b>764,777</b>	<b>12.10</b>	<b>0</b>	<b>0.00</b>
88,938	88,526	109,262		8110	PERS-Retirement	161,651		161,651		(6,600)	
47,130	41,017	47,966		8120	Social Security/Medicare	58,505		58,505		0	
111,376	101,861	113,300		8140	Insurance	163,350		163,350		0	
3,169	2,695	3,135		8150	Unemployment	3,824		3,824		0	
16,020	15,575	15,676		8160	Workers Comp. Insurance	19,120		19,120		0	
<b>881,259</b>	<b>773,392</b>	<b>916,348</b>	<b>10.30</b>		<b>Total Personal Services</b>	<b>1,171,227</b>	<b>12.10</b>	<b>1,171,227</b>	<b>12.10</b>	<b>(6,600)</b>	<b>0.00</b>
1,972	2,629	2,500		8210	Office Supplies	2,500		2,500			
17,509	17,639	20,000		8220	Operating Supplies	500		500			
0	727	1,650		8240	Software & Maintenance	250		250			
9,334	3,510	2,500		8250	Small Tools & Minor Equipment	5,000		5,000			
6,167	1,986	0		8310	Advertising and Printing	1,250		1,250			
1,685	2,247	2,750		8320	Photocopying	2,500		2,500			
1,659	1,939	2,500		8330	Postage	2,000		2,000			
9,216	8,153	9,000		8340	Telephone	9,000		9,000			
0	0	0		8350	Utilities	0		0			
4,068	3,844	4,000		8410	Dues, Memberships & Publicat	4,000		4,000			
5,203	2,152	3,000		8420	Workshops and Conferences	1,500		1,500			
8,185	7,315	8,000		8430	Transportation	8,000		8,000			
8,866	7,851	45,000		8510	Professional Services	7,800		7,800			
336	11,602	705		8520	Medical Care	16,000		16,000			
32,202	0	7,800		8540	Contract Services	0		0			
1,085	153,157	285,500		8550	Contracts - Other Public-Agenc	290,000		290,000			
174,618	133,703	7,060		8580	Special Projects	14,136		14,136			
0	0	0		8590	Boards & Commissions Expens	0		0			
49	0	0		8610	Repairs and Maintenance	0		0			
71,264	73,721	75,564		8810	Rent Interdepartmental	79,864		79,864			
1,150	1,250	1,300		8820	Insurance Interdepartmental	1,350		1,350			
58,739	57,441	58,062		8830	Management Services Interdep	54,661		54,661			
27,206	30,136	31,316		8840	Information Services Interdept	35,212		35,212			
26,019	28,806	33,024		8850	Human Serv. Admin. Interdept.	36,500		36,500			
<b>466,532</b>	<b>549,808</b>	<b>601,231</b>			<b>Total Materials &amp; Services</b>	<b>572,023</b>		<b>572,023</b>		<b>0</b>	
0	0	0		8920	Buildings	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>1,347,791</b>	<b>1,323,200</b>	<b>1,517,579</b>	<b>10.30</b>		<b>Total Dept Expenses</b>	<b>1,743,250</b>	<b>12.10</b>	<b>1,743,250</b>	<b>12.10</b>	<b>(6,600)</b>	<b>0.00</b>
<b>Revenues</b>											
48,166	198,496	60,000		6000	Beginning Fund Balance	65,000		65,000			
218,146	135,354	135,000		6110	Federal Awards	180,000		180,000			
270,749	149,513	270,000		6122	OHP Capitation - Medicaid	0		0			
0	179,976	0		6124	Medicaid Fee for Services	273,500		273,500			
427,291	409,739	547,660		6130	State Operating Grants	495,000		495,000			
288,899	288,443	375,540		6170	Intergovernmental Local Govt.	550,000		550,000			
40,000	0	0		6180	Non-Governmental Grants	16,000		16,000			
95,536	93,052	69,000		6300	Charges for Services	80,000		80,000			
0	1	0		6990	Miscellaneous	0		0			
157,500	120,000	150,000		7910	Transfer from General Fund	150,000		150,000			
<b>1,546,287</b>	<b>1,574,574</b>	<b>1,607,200</b>			<b>Total Revenues</b>	<b>1,809,500</b>		<b>1,809,500</b>		<b>0</b>	
<b>Net Cost of Program</b>											
198,496	251,374	(89,621)			Expenditures less Revenue	(66,250)		(66,250)		(6,600)	

POLK COUNTY  
PROGRAM SUMMARY  
2016

FUND	DEPARTMENT		DIVISION	
PUBLIC HEALTH	HEALTH SERVICES		WIC	
Program Description:				
WIC is a Federally funded program through the Department of Agriculture. It helps provide families with nutrition education and counseling, nutritious supplemental foods, health screenings and referral services. To qualify for the program, families must be low income, women must be pregnant or breastfeeding, and the infant or child must have a nutritional need such as anemia or be underweight and under five years of age. Nutrition education classes are offered on topics such as: components of a healthy diet and how to prepare healthy foods for women, infants, and children. High-risk clients are referred to a contracted Registered Dietician for a nutritional evaluation.				
Program Goals or Objectives:				
1. Reduce the rate of low birth weight infants. 2. Increase the number of women who get early prenatal care. 3. Promote and encourage all women to breastfeed their infants for as long as possible. 4. Achieve and maintain a normal growth curve for all children in their age group. 5. Help families access other human service programs, such as immunizations, family planning, housing, SNAP, Oregon Health Plan, etc. through assessment and referral process.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated* 16-17	Projected 17-18
Average Monthly Caseload	1,221	1,169	1,138	1,140
Low Birth weight Infants per 1000 live births:	53.7	63.7	63.0	63.0
Polk County	64.2	65.5	65.0	65.0
Statewide				
Adequate Prenatal Care:				
Polk County	94.6%	95.8%	95.0%	95.0%
Statewide	94.3%	94.0%	94.0%	94.0%

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
98,017	106,157	116,991	2.80	8010	Clerical/Admin. Specialis	118,600	2.80	118,600	2.80		
4,897	9,056	5,003	0.14	8030	Professional/Technical	0	0.00	0	0.00		
15,505	16,907	7,211	0.10	8040	Management/Supervisory	3,768	0.05	3,768	0.05		
0	0	1,000		8080	Temporary/Part-Time	1,000		1,000			
0	25	0		8090	Overtime	0		0			
<b>118,419</b>	<b>132,145</b>	<b>130,205</b>	<b>3.04</b>		<b>Total Salaries</b>	<b>123,368</b>	<b>2.85</b>	<b>123,368</b>	<b>2.85</b>	<b>0</b>	<b>0.00</b>
21,706	27,845	27,133		8110	PERS-Retirement	29,608		29,608		0	
8,761	9,911	9,981		8120	Social Security/Medicare	9,438		9,438		0	
39,135	41,832	41,952		8140	Insurance	45,030		45,030		0	
603	678	651		8150	Unemployment	617		617		0	
920	1,048	781		8160	Workers Comp. Insurance	740		740		0	
<b>189,544</b>	<b>213,459</b>	<b>210,683</b>	<b>3.04</b>		<b>Total Personal Services</b>	<b>208,801</b>	<b>2.85</b>	<b>208,801</b>	<b>2.85</b>	<b>0</b>	<b>0.00</b>
795	2,173	1,500		8210	Office Supplies	1,500		1,500			
240	1,175	500		8220	Operating Supplies	750		750			
2,189	981	500		8250	Small Tools & Minor Equipment	750		750			
0	452	0		8310	Advertising/Printing	0		0			
605	945	800		8320	Photocopying	750		750			
2,917	2,483	2,750		8330	Postage	2,500		2,500			
1,927	1,601	1,200		8340	Telephone	1,200		1,200			
0	0	0		8420	Workshops and Conferences	0		0			
1,395	1,225	1,200		8430	Transportation	1,200		1,200			
155	0	150		8510	Professional Services	0		0			
15,536	15,097	16,000		8540	Contract Services	17,000		17,000			
0	0	0		8580	Special Projects	0		0			
0	0	0		8610	Repairs and Maintenance	0		0			
0	100	0		8620	Medical Care	0		0			
35,632	36,860	37,782		8810	Rent Interdepartmental	39,932		39,932			
750	800	800		8820	Insurance Interdepartmental	800		800			
10,015	8,886	12,020		8830	Management Services Interdep	11,485		11,485			
8,589	11,558	8,343		8840	Information Services Interdept	9,247		9,247			
12,884	6,351	7,832		8850	Human Serv. Admin. Interdept.	8,000		8,000			
<b>93,629</b>	<b>90,687</b>	<b>91,377</b>			<b>Total Materials &amp; Services</b>	<b>95,114</b>		<b>95,114</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>283,173</b>	<b>304,146</b>	<b>302,060</b>	<b>3.04</b>		<b>Total Dept Expenses</b>	<b>303,915</b>	<b>2.85</b>	<b>303,915</b>	<b>2.85</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
(53,624)	(22,565)	0		6000	Beginning Balance	0		0			
279,232	212,208	212,000		6110	Federal Awards	205,000		205,000			
35,000	0	25,000		7910	Transfer from General Fund	50,000		50,000			
<b>260,608</b>	<b>189,643</b>	<b>237,000</b>			<b>Total Revenues</b>	<b>255,000</b>		<b>255,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(22,565)	(114,503)	65,060			Expenditures less Revenue	48,915		48,915		0	
<b>1,825,205</b>	<b>1,883,431</b>	<b>2,091,700</b>			<b>Total Fund Requirements</b>	<b>2,335,500</b>		<b>2,335,500</b>		<b>(6,600)</b>	
<b>1,942,087</b>	<b>1,959,997</b>	<b>2,091,700</b>			<b>Total Fund Resources</b>	<b>2,335,500</b>		<b>2,335,500</b>		<b>0</b>	
<b>116,882</b>	<b>76,566</b>	<b>(0)</b>	<b>15.35</b>		<b>Net Fund Balance</b>	<b>(0)</b>	<b>16.95</b>	<b>(0)</b>	<b>16.95</b>	<b>6,600</b>	<b>0.00</b>

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Revenues**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	Divn. Num.	Acct. Num.	Description	FY 17-18 Requested	FY 17-18 Proposed	FY 17-18 Approved	Division
<b>Revenues</b>									
316,060	3,492,431	5,500,000	530	6000	Beginning Fund Balance	6,300,000	6,300,000		Behv. Hlth. Support Svcs.
0	0	20,000	530	6110	Federal Awards	0	0		Behv. Hlth. Support Svcs.
741,604	2,000,000	870,000	530	6122	OHP Capitation	810,000	810,000		Behv. Hlth. Support Svcs.
0	0	155,000	530	6124	Medicaid Fee for Services	190,000	190,000		Behv. Hlth. Support Svcs.
86,606	46,381	115,000	530	6131	MH State Operating Grants	45,000	45,000		Behv. Hlth. Support Svcs.
0	360,592	180,000	530	6170	Intergovernmental Local	180,000	180,000		Behv. Hlth. Support Svcs.
0	25,092	45,000	530	6300	Charges for Services	40,000	40,000		Behv. Hlth. Support Svcs.
109,713	60,568	0	530	6310	Charges for Services-Rentals	95,000	95,000		Behv. Hlth. Support Svcs.
6,830	27,228	25,000	530	6800	Interest Income	35,000	35,000		Behv. Hlth. Support Svcs.
0	25,659	0	530	6990	Miscellaneous	0	0		Behv. Hlth. Support Svcs.
161,910	194,618	190,000	535	6110	Federal Awards	200,000	200,000		Addictions Program
136,131	472,650	575,000	535	6124	Medicaid Fee for Services	710,000	710,000		Addictions Program
0	303,905	0	535	6130	State Operating Grants	0	0		Addictions Program
672,273	41,342	60,000	535	6131	MH State Operating Grants	60,000	60,000		Addictions Program
90,775	70,478	0	535	6142	State Shared Rev-Excise Tax	60,000	60,000		Addictions Program
139,091	40,698	75,000	535	6170	Intergovernmental Local	0	0		Addictions Program
74,932	115,424	25,000	535	6300	Charges for Services	60,000	60,000		Addictions Program
762	1,990	0	535	6980	Donations	0	0		Addictions Program
800	0	0	535	6990	Miscellaneous	0	0		Addictions Program
62,381	62,381	62,000	540	6110	Federal Awards	62,000	62,000		Outpatient M.H. Svcs.
5,860,424	4,330,694	5,310,000	540	6122	OHP Capitation	4,600,000	4,600,000		Outpatient M.H. Svcs.
0	510,992	450,000	540	6124	Medicaid Fee for Services	370,000	370,000		Outpatient M.H. Svcs.
522,916	419,567	50,000	540	6130	State Operating Grants	50,000	50,000		Outpatient M.H. Svcs.
880,743	1,164,076	1,340,000	540	6131	MH State Operating Grants	1,800,000	1,800,000		Outpatient M.H. Svcs.
29,216	30,093	30,000	540	6132	Rent Subsidies	30,000	30,000		Outpatient M.H. Svcs.
930,761	1,594,263	1,330,000	540	6170	Intergovernmental Local	1,525,000	1,525,000		Outpatient M.H. Svcs.
0	3,877	7,000	540	6180	Non-governmental Grants	8,000	8,000		Outpatient M.H. Svcs.
318,745	255,283	270,000	540	6300	Charges for Services	155,000	155,000		Outpatient M.H. Svcs.
0	0	0	540	6980	Donations	0	0		Outpatient M.H. Svcs.
5,499	3,813	1,000	540	6990	Miscellaneous	0	0		Outpatient M.H. Svcs.
29,644	0	0	555	6130	State Operating Grants	0	0		Dev. Disabilities
1,375,472	1,789,927	1,710,000	555	6131	MH State Operating Grants	1,710,000	1,710,000		Dev. Disabilities
37	0	0	555	6990	Miscellaneous	0	0		Dev. Disabilities
0	0	0	560	6130	State Operating Grants	0	0		Sub-Grant Programs
302,641	262,631	290,000	560	6131	MH State Operating Grants	290,000	290,000		Sub-Grant Programs
32,397	33,369	0	560	6132	State-Hillside Rent Subsidy	0	0		Sub-Grant Programs
0	0	0	560	6131	MH State Operating Grants	0	0		Sub-Grant Programs
<b>12,888,363</b>	<b>17,740,022</b>	<b>18,685,000</b>			<b>Fund Total</b>	<b>19,385,000</b>	<b>19,385,000</b>	<b>0</b>	

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION
BEHAVIORAL HEALTH	HEALTH SERVICES	BEHAVIORAL HEALTH SUPPORT SERVICES
<b>Program Description:</b>		
<p>Local Administration is the central management of a community mental health program across all program areas. It includes planning and resource development; coordination of services with state hospital and training center services; negotiation in conjunction with the Human Services Administration department of contracts and subcontracts, and documentation of service delivery in compliance with state and federal requirements. Client services are monitored through the department's utilization management and quality assurance process. Clinical supervision is provided to staff therapists and contracted therapists.</p> <p>Requests for services are managed by the Client Services Supervisor who consults with program supervisors and Business Services Eligibility. Access to Mental Health Services is coordinated through this team which includes; verifying payer source, scheduling initial assessments and monitoring referrals to appropriate treatment providers. Outpatient mental health and addiction services are offered to all eligible clients. Clients not receiving Oregon Health Plan (OHP) benefits may still obtain services through a fee-for-service arrangement or sliding fee schedule when applicable.</p>		
<b>Program Goals or Objectives:</b>		
<ol style="list-style-type: none"> <li>1. Submission of a biennial implementation plan which meets Division approval and requirements.</li> <li>2. To provide 100% of the services delivered directly or through subcontract according to terms of the agreement as measured by site review.</li> <li>3. Within available resources, provide information, technical assistance, and consultation to the Division and local service providers, families, and others as needed to plan and implement new programs.</li> <li>4. To provide quality assurance to clients through timely response to all grievances and appeals as well as reported abuse allegations.</li> <li>5. Develop and maintain staffing capacity to consistently meet 14 day contract requirement for clients to access services.</li> </ol>		

Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Number of client intakes (Mental Health and Addiction Services)	2021	2102	2200	2200
Decrease and maintain *span of control (1:8)  Departmental Supervisor to employee ratio	1:9	1:9	1:9	1:9
Number of months each year 95% of clients offered an assessment appointment within 14 days of first contact to PCMH	11	12	12	12

\* Span of control does not include contracted prescribers or outpatient provider panel.

Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
3,512	520,127	653,087	19.00	8010	Clerical/Admin. Specialist	865,000	24.40	865,000	24.40		
118,226	112,238	238,219	5.40	8030	Professional/Technical	0	0.00	0	0.00		
108,338	102,307	114,205	2.00	8040	Management/Supervisory	123,033	2.00	123,033	2.00		
2,932	19,169	25,000		8080	Temporary/Part-time	25,000		25,000			
6,078	6,696	10,000		8090	Overtime	10,000		10,000			
<b>239,086</b>	<b>760,537</b>	<b>1,040,511</b>	<b>26.40</b>		<b>Total Salaries</b>	<b>1,023,033</b>	<b>26.40</b>	<b>1,023,033</b>	<b>26.40</b>	<b>0</b>	<b>0.00</b>
33,865	118,490	218,507		8110	PERS-Retirement	225,067		225,067		0	
18,094	56,874	79,599		8120	Social Security/Medicare	78,262		78,262		0	
57,059	253,839	496,320		8140	Insurance	469,920		469,920		0	
1,207	3,897	5,197		8150	Unemployment	5,110		5,110		0	
663	2,101	3,122		8160	Workers Comp. Insurance	3,069		3,069		0	
<b>349,974</b>	<b>1,195,738</b>	<b>1,843,256</b>	<b>26.40</b>		<b>Total Personal Services</b>	<b>1,804,461</b>	<b>26.40</b>	<b>1,804,461</b>	<b>26.40</b>	<b>0</b>	<b>0.00</b>
175	846	500		8210	Office Supplies	500		500			
3,577	547	3,000		8220	Operating Supplies	3,000		3,000			
8,849	113,482	0		8240	Software & Maintenance	0		0			
3,201	3,227	4,000		8250	Small Tools & Minor Equipment	4,000		4,000			
150	0	250		8310	Advertising and Printing	250		250			
98	79	500		8320	Photocopying	500		500			
0	0	250		8330	Postage	250		250			
2,543	9,097	7,500		8340	Telephone	7,500		7,500			
0	150	0		8350	Utilities	0		0			
8,727	8,210	500		8410	Dues, Memberships & Publicatns	500		500			
358	3,076	1,000		8420	Workshops and Conferences	1,000		1,000			
1,704	3,835	3,000		8430	Transportation	3,000		3,000			
5,281	2,087	2,500		8510	Professional Services	2,500		2,500			
0	0	0		8540	Contract Services	0		0			
206	15	0		8580	Special Projects	0		0			
0	0	0		8590	Board & Commissioners Expense	0		0			
15,811	64	10,000		8610	Repairs and Maintenance	10,000		10,000			
0	0	0		8660	Rentals	0		0			
42,758	753,709	105,912		8810	Rent Interdepartmental	52,128		52,128			
65,000	70,000	10,000		8820	Insurance Interdepartmental	10,000		10,000			
49,391	342,002	175,255		8830	Management Services Interdept.	161,181		161,181			
192,426	222,881	111,770		8840	Information Services Interdept	90,601		90,601			
56,084	585,100	10,174		8850	Human Serv. Admin. Interdept.	10,000		10,000			
<b>456,339</b>	<b>2,118,407</b>	<b>446,111</b>			<b>Total Materials &amp; Services</b>	<b>356,910</b>		<b>356,910</b>		<b>0</b>	
0	324,626	0		8920	Buildings	0		0			
0	0	0		8944	Vehicles	0		0		0	
11,621	0	0		8948	Computers and Attachments	0		0		0	
<b>11,621</b>	<b>324,626</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
0	0	3,625,983		9990	Contingency	3,860,587		3,860,587			
<b>0</b>	<b>0</b>	<b>3,625,983</b>			<b>Total Contingency &amp; Trans</b>	<b>3,860,587</b>		<b>3,860,587</b>		<b>0</b>	
<b>817,934</b>	<b>3,638,771</b>	<b>5,915,350</b>	<b>26.40</b>		<b>Total Department Expenses</b>	<b>6,021,958</b>	<b>26.40</b>	<b>6,021,958</b>	<b>26.40</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
316,060	3,492,631	5,500,000		6000	Beginning Fund Balance	6,300,000		6,300,000			
0	0	20,000		6110	Federal Grants	0		0			
741,604	2,000,000	870,000		6122	OHP Capitation	810,000		810,000			
0	0	155,000		6124	Medicaid Fee for Services	190,000		190,000			
86,606	46,381	115,000		6131	MH State Operating Grants	45,000		45,000			
0	360,592	180,000		6170	Intergovernmental Local Govt.	180,000		180,000			
0	25,092	45,000		6300	Charges for Service	40,000		40,000			
109,713	60,568	0		6310	Charges for Service-Rentals	95,000		95,000			
6,830	27,228	25,000		6800	Interest Income	35,000		35,000			
0	25,659	0		6990	Miscellaneous	0		0			
<b>1,260,813</b>	<b>6,038,151</b>	<b>6,910,000</b>			<b>Total Revenues</b>	<b>7,695,000</b>		<b>7,695,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(442,879)	(2,399,380)	(994,650)			Expenditures less Revenue	(1,673,042)		(1,673,042)		0	

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION		
BEHAVIORAL HEALTH	HEALTH SERVICES	ADDICTION SERVICES PROGRAM		
Program Description:				
<p>Addiction Services provides substance use disorder treatment to adults and adolescents who abuse alcohol and or other drugs or are at risk of abuse. Services are also available for people experiencing a gambling disorder.</p> <p>Services begin with screening followed by a complete addiction assessment and treatment plan. Possible treatment interventions include pre-engagement, individual counseling, family counseling, family and group services, case management and peer mentoring.</p> <p>Additional services provide for continuing care, prevention, DUII diversion education, and referral for those clients whose needs cannot be met in an outpatient setting.</p>				
Program Goals or Objectives:				
<p>1. Provide evidenced-based treatment services to adults and adolescents in accordance with established OAR's and ASAM criteria for substance use disorder services.</p> <p>2. Ensure documentation of services meets OAR standards by conducting ongoing utilization reviews.</p> <p>3. Provide both Levels I Outpatient and Level II Intensive Outpatient Substance Use Disorder treatment and Gambling Disorder treatment through an increased number of treatment options.</p>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Adults Served in Addiction Services (Includes all adult programs)	454	450	560	580
Service Hours for Adult Addiction Services	12,181	14,781	15,322	15400
Adolescents Served in Addiction Services	115	107	140	150
Service Hours for Adolescent Addiction Services	2,082	1661	1630	1700
Inds Served in DUII diversion	124	78	88	100
Service Hours for DUII	2,932	2110	2,445	2500

Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
98,302	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
352,309	346,915	412,850	7.75	8030	Professional/Technical	375,000	6.95	375,000	6.95		
68,586	72,919	77,487	1.00	8040	Management/Supervisory	110,000	1.50	110,000	1.50		
0	12,195	0		8080	Temporary/Part-Time	5,000		5,000			
474	2,012	2,500		8090	Overtime	2,500		2,500			
<b>519,671</b>	<b>434,041</b>	<b>492,837</b>	<b>8.75</b>		<b>Total Salaries</b>	<b>492,500</b>	<b>8.45</b>	<b>492,500</b>	<b>8.45</b>	<b>0</b>	<b>0.00</b>
80,948	70,739	103,496		8110	PERS-Retirement	108,350		108,350		0	
38,681	31,947	37,702		8120	Social Security/Medicare	37,676		37,676		0	
149,830	129,085	164,500		8140	Insurance	167,310		167,310		0	
2,629	2,175	2,462		8150	Unemployment	2,460		2,460		0	
2,046	1,877	1,479		8160	Workers Comp. Insurance	1,478		1,478		0	
<b>793,805</b>	<b>669,864</b>	<b>802,475</b>	<b>8.75</b>		<b>Total Personal Services</b>	<b>809,774</b>	<b>8.45</b>	<b>809,774</b>	<b>8.45</b>	<b>0</b>	<b>0.00</b>
1,052	1,275	1,500		8210	Office Supplies	1,500		1,500			
16,563	8,551	1,000		8220	Operating Supplies	1,000		1,000			
0	1,231	15,000		8240	Software & Maintenance	15,000		15,000			
1,657	10,079	2,500		8250	Small Tools & Minor Equipment	2,500		2,500			
796	406	500		8310	Advertising and Printing	500		500			
3,555	3,584	4,000		8320	Photocopying	4,000		4,000			
248	284	500		8330	Postage	500		500			
5,610	1,761	6,000		8340	Telephone	6,000		6,000			
1,611	0	2,000		8350	Utilities	2,000		2,000			
20	0	100		8410	Dues, Memberships & Publications	100		100			
1,263	1,879	2,500		8420	Workshops and Conferences	2,500		2,500			
4,885	1,931	5,000		8430	Transportation	5,000		5,000			
18	1,768	0		8510	Professional Services	0		0			
0	0	0		8520	Medical Care	0		0			
0	0	0		8540	Contract Services	0		0			
1,548	4,979	5,000		8580	Special Projects	5,000		5,000			
18,044	0	15,000		8610	Repairs and Maintenance	15,000		15,000			
0	0	0		8660	Rentals	0		0			
0	0	0		8710	Loan Repayment	0		0			
17,103	0	42,365		8810	Rent Interdepartmental	96,732		96,732			
0	0	5,000		8820	Insurance Interdepartmental	5,000		5,000			
51,865	0	33,175		8830	Management Services Interdept.	34,420		34,420			
0	0	15,740		8840	Information Services Interdept.	16,696		16,696			
57,343	0	89,022		8850	Human Serv. Admin. Interdept.	90,000		90,000			
<b>183,181</b>	<b>37,728</b>	<b>245,902</b>			<b>Total Materials &amp; Services</b>	<b>303,448</b>		<b>303,448</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
0	0	0		9837	Transfer to Human Services	0		0		0	
0	0	0			<b>Total Transfers</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>976,986</b>	<b>707,692</b>	<b>1,048,377</b>	<b>8.75</b>		<b>Total Department Expenses</b>	<b>1,113,222</b>	<b>8.45</b>	<b>1,113,222</b>	<b>8.45</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
161,910	194,618	190,000		6110	Federal Grants	200,000		200,000			
0	472,650	575,000		6124	Medicaid Fee for Services	710,000		710,000			
672,273	303,905	0		6130	State Operating Grants	0		0			
136,131	41,342	60,000		6131	MH State Operating Grants	60,000		60,000			
90,775	70,478	0		6142	State Shared Revenues-Excise Tax	60,000		60,000			
139,091	40,698	75,000		6170	Intergovernmental Local Govt.	0		0			
74,932	115,424	25,000		6300	Charges for Services	60,000		60,000			
762	1,990	0		6980	Donations	0		0		0	
800	0	0		6990	Miscellaneous	0		0		0	
0	0	0		7120	Loan Proceeds	0		0		0	
<b>1,276,674</b>	<b>1,241,105</b>	<b>925,000</b>			<b>Total Revenues</b>	<b>1,090,000</b>		<b>1,090,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(299,688)	(533,513)	123,377			Expenditures less Revenue	23,222		23,222		0	

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION		
BEHAVIORAL HEALTH	HEALTH SERVICES	OUTPATIENT SERVICES - Adult		
Program Description:				
<p>Adult Behavioral Health Outpatient Services provides psychosocial assessment including diagnosis, treatment planning and recommendations. Additional treatment services may include; individual, family or group therapy, peer support, psychiatric evaluation, and /or medication management.</p> <p>Crisis services are offered on a 24-hour, 7-day per week basis and are available to all Polk County residents who may be experiencing a mental health crisis. The crisis personnel also assist law enforcement in dealing with offenders who may be exhibiting mental health or alcohol/drug behaviors. Crisis screeners are the gatekeepers to the psychiatric hospitals.</p>				
Program Goals or Objectives:				
<p>1. To provide quality, cost-effective services to all persons residing in Polk County needing mental health services.</p> <p>2. To provide access to Mental Health counseling and medication management services.</p> <p>3. To continue to collaborate with partners to ensure 24-hour, 7-day per week response to all Polk County residents who may be in mental health crisis.</p>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Client Service Hours	9,963	12,284	12,000	12,000
Number of clients served (Adult Mental Health)	930	1,489	1,700	1,700
Crisis Responses	1,539	2,094	2,303	2,533
Adult client assessments performed by contracted prescribers	697	700	600	700

\*Decrease in service hours reported is a result of data now reported on Community Support Services program summary sheet.

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION
BEHAVIORAL HEALTH	HEALTH SERVICES	OUTPATIENT SERVICES - Child
<b>Program Description:</b>		
<p>Children Outpatient Services provides psychosocial assessment including diagnosis, treatment planning and recommendations. Additional treatment services may include: individual, family or group therapy, psychiatric evaluation, medication management. Community treatment may be provided to any person meeting County guidelines, however state funds will only be used for those person meeting state eligibility requirements.</p> <p>Crisis services are offered on a 24-hour, 7-day per week basis and are available to all Polk County residents who may experiencing a mental health crisis. The crisis personnel also assist local hospital emergency room personnel and law enforcement in dealing with individuals who may be exhibiting mental health or alcohol/drug behaviors. Crisis screeners are the gatekeepers to the psychiatric hospitals.</p> <p>New Solutions (Intensive Community-based Treatment Services) provides mental health service via an intensive wraparound model. Components are coordinated, comprehensive, and culturally competent for children and adolescents with severe mental or emotional disorders. Besides the wraparound process, additional coordinated services may include acute hospitalization, psychiatric residential treatment, day treatment, crisis respite, in-home skills building, mentoring and family support partners. Services are integrated in a way to ensure that children and adolescents are served in the most natural environment possible and that the use of institutional care is minimized. The intensity, frequency, and blend of services are based on the individual mental health needs of the child. In 2010, this program, called Mid-Valley Wraparound Program, expanded as a result of HB 2144 to serve the most severely emotionally and behaviorally disturbed youth in child welfare custody. Additional expansion occurred in 2014 to broaden the categories of severely emotionally and behaviorally disturbed youth served by MV-Wrap Program.</p>		
<b>Program Goals or Objectives:</b>		
<ol style="list-style-type: none"> <li>1. 11,000 hours of treatment will be provided via Child Outpatient Program.</li> <li>2. 900 children and their families will be served via Child Outpatient Program.</li> </ol>		

3. 225 youth & their families will be served in School settings by Child Outpatient Program.
4. Provide "wrap around" services for 75 families and individuals to support high-risk youth.
5. Provide community-based interventions/services to youth in order to support the youth in their home and school setting.

#### Descriptive Statistics:

Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Service hours (COP & SBMH))*	10,382**	11,772**	11,500**	11,500
Service hours (COP)**				
OHP CMH Clients served (COP)	836	887	1,000	1,000
# New Solutions & MV-Wrap youth served	70	66	70	75
# of youth receiving crisis assessment interventions including suicide risk assessments. (COP & Crisis)	83	46	115	150
# of youth participating in skill-building groups ( COP & SBMH)* *# of youth or families served in therapy groups (COP)**	45*	43**	10**	75
# of youth seen in community or home for individual skills training(SBMH)* # of youth seen at school (Fall City & Central Health & Wellness Center) for individual therapy (COP)**	155*	195**	250**	300
# of youth scheduled for Mental Health Assessment (COP)	646	687	690	745

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION
BEHAVIORAL HEALTH	HEALTH SERVICES	OUTPATIENT SERVICES - Community Support Services
<b>Program Description:</b>		
<p>Community Support Services includes case management and one or more of the following services as needed: Outreach, Medication Monitoring, Employment Skill Development, Residential Resource Development, Daily Living Skills and Crisis Intervention. Persons eligible for these services meet the state definition of seriously mentally ill. AMHI (Adult Mental Health Initiative) Services are coordinated and delivered by the Community Support Services Team as well. AMHI's goal is to reduce hospitalization and residential placement by providing support to adults with serious mental illness so they may live at the lowest level of care need and greatest level of independence. ACT (Assertive Community Treatment) was recently implemented by CSS Team as well. ACT and SE (Supported Employment) fidelity programs are implemented or in process of being implemented to address the higher level of needs demonstrated by CSS population of individuals with serious and persistent mental illness.</p> <p>Early Assessment and Support Alliance (EASA) Services includes medication management, therapy/case management and supportive employment/supported education for young people who are experiencing first-break psychosis. EASA program offers psychoeducation and support to the identified client's family and other natural supports systems.</p> <p>Enhanced Care Outreach Services (ECOS) include mental health and psychiatric rehabilitation services delivered to individuals with severe and persistent mental illness or behavioral disorders residing in a nursing home, residential care facility, assisted living facility or foster home operated by a Provider licensed by Department's Aging and People with Disabilities ("APD"). Enhanced Care Services are intended to enable the individual to leave, or avoid placement in, the geriatric treatment service unit at Oregon State Hospital.</p>		
<b>Program Goals or Objectives:</b>		
<ol style="list-style-type: none"> <li>1. Maintain clients in a community-based setting appropriate to their level of care needs by providing case management services that may include but are not limited to benefits coordination, housing coordination and skills training.</li> <li>2. To reduce hospitalization costs and increase individuals ability to reach their full potential by providing mental health support services to high-needs mental health clients while diverting them from hospital stays.</li> <li>3. To provide access to case management and medication management services.</li> </ol>		

Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projecte d 17-18
Client Service Hours	7,464	10,447	9,127	10,039
Number of clients served (CSS/CSSE/ACT)	244	257	235	258
Clients served through Enhanced Care Outreach Services (ECOS)	13	10	9	11
Number of clients served thru EASA	40	48	40	45

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
324,572	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
1,738,061	1,843,155	2,900,796	53.05	8030	Professional/Technical	2,720,000	51.00	2,720,000	51.00		
259,302	331,638	420,449	6.00	8040	Management/Supervisory	485,000	6.50	485,000	6.50		
20,368	404	5,000		8080	Temporary/Part-Time	5,000		5,000			
22,969	49,131	50,000		8090	Overtime	50,000		50,000			
<b>2,365,272</b>	<b>2,224,328</b>	<b>3,376,245</b>	<b>59.05</b>		<b>Total Salaries</b>	<b>3,260,000</b>	<b>57.50</b>	<b>3,260,000</b>	<b>57.50</b>	<b>0</b>	<b>0.00</b>
340,626	386,657	709,011		8110	PERS-Retirement	717,200		717,200		0	
175,341	164,206	258,283		8120	Social Security/Medicare	249,390		249,390		0	
654,785	618,020	1,110,140		8140	Insurance	1,023,500		1,023,500		0	
11,950	11,159	16,864		8150	Unemployment	16,284		16,284		0	
10,263	9,527	10,471		8160	Workers Comp. Insurance	9,780		9,780		0	
<b>3,558,237</b>	<b>3,413,897</b>	<b>5,481,015</b>	<b>59.05</b>		<b>Total Personal Services</b>	<b>5,276,154</b>	<b>57.50</b>	<b>5,276,154</b>	<b>57.50</b>	<b>0</b>	<b>0.00</b>
6,133	6,124	7,500		8210	Office Supplies	7,500		7,500			
13,293	7,782	15,000		8220	Operating Supplies	15,000		15,000			
229	422	500		8225	Fuels & Lubricants	500		500			
0	70,320	80,000		8240	Software & Maintenance	80,000		80,000			
2,990	60,297	138,000		8250	Small Tools & Minor Equipment	120,000		120,000			
2,797	3,154	4,000		8310	Advertising and Printing	4,000		4,000			
12,934	16,412	15,000		8320	Photocopying	15,000		15,000			
1,878	2,130	2,500		8330	Postage	2,500		2,500			
32,943	32,274	35,000		8340	Telephone	35,000		35,000			
1,611	5,287	4,000		8350	Utilities	8,000		8,000			
0	0	8,000		8410	Dues, Memberships & Publications	8,500		8,500			
10,858	15,241	21,800		8420	Workshops and Conferences	20,000		20,000			
58,670	66,581	65,000		8430	Transportation	65,000		65,000			
701,473	20,776	5,000		8510	Professional Services	10,000		10,000			
235,445	1,168,576	1,350,000		8540	Contract Services	1,750,000		1,750,000			
49,254	56,770	370,000		8550	Contract Services-other agency	300,000		300,000			
204,295	126,208	220,000		8580	Special Projects	200,000		200,000			
105,481	70,411	30,000		8610	Repairs and Maintenance	40,000		40,000			
0	335	0		8614	Vehicle & Equip. Maint. Gen. Svcs.	0		0			
142,273	145,139	145,000		8660	Rentals	145,000		145,000			
215,129	0	532,878		8810	Rent Interdepartmental	618,009		618,009			
0	0	55,000		8820	Insurance Interdepartmental	60,000		60,000			
201,844	0	218,161		8830	Management Services Interdept.	284,946		284,946			
0	0	137,167		8840	Information Services Interdept.	176,505		176,505			
403,917	0	682,166		8850	Human Serv. Admin. Interdept.	720,000		720,000			
<b>2,403,447</b>	<b>1,874,239</b>	<b>4,141,672</b>			<b>Total Materials &amp; Services</b>	<b>4,685,460</b>		<b>4,685,460</b>		<b>0</b>	
0	15,536	0		8930	Improvements Other than Bldgs.	0		0			
0	48,000	0		8944	Vehicles	20,000		20,000			
0	7,983	0		8948	Computers & Attachments	0		0		0	
<b>0</b>	<b>71,519</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>20,000</b>		<b>20,000</b>		<b>0</b>	
<b>5,961,684</b>	<b>5,359,655</b>	<b>9,622,687</b>	<b>59.05</b>		<b>Total Department Expenses</b>	<b>9,981,614</b>	<b>57.50</b>	<b>9,981,614</b>	<b>57.50</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
62,381	62,381	62,000		6110	Federal Grants	62,000		62,000			
5,860,424	4,330,694	5,310,000		6122	OHP Capitation	4,600,000		4,600,000			
0	510,992	450,000		6124	Medicaid Fee for Services	370,000		370,000			
522,916	419,567	50,000		6130	State Operating Grants	50,000		50,000			
880,743	1,164,076	1,340,000		6131	MH State Operating Grants	1,800,000		1,800,000			
29,216	30,093	30,000		6132	Rent Subsidies	30,000		30,000			
930,761	1,594,263	1,330,000		6170	Intergovernmental Local Govt	1,525,000		1,525,000			
0	3,877	7,000		6180	Non-governmental Grants	8,000		8,000			
318,745	255,283	270,000		6300	Charges for Services	155,000		155,000			
0	0	0		6750	Settlements	0		0			
0	0	0		6980	Donations	0		0			
5,499	3,813	1,000		6990	Miscellaneous	0		0			
0	0	0		7100	Proceeds from Sale of Assets	0		0			
<b>8,610,685</b>	<b>8,375,039</b>	<b>8,850,000</b>			<b>Total Revenues</b>	<b>8,600,000</b>		<b>8,600,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(2,649,001)	(3,015,384)	772,687			Expenditures less Revenue	1,381,614		1,381,614		0	

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION		
BEHAVIORAL HEALTH	HEALTH SERVICES	DEVELOPMENTAL DISABILITIES		
Program Description:				
Provides service coordination and serves as a fixed point of entry for individuals with developmental disabilities that are in need of services provided by the State Developmental Disabilities Division. The program documents client eligibility for services and funding, assesses client needs, assists in the acquisition of services and coordinates the development of an individual service plan. Contract services monitors sub-contracted services, negotiates with sub-contractors and the Division and assures that services are provided in compliance with Division rules and the County contract.				
Program Goals or Objectives:				
1. Clients served will meet DD service eligibility requirements.				
2. Developmental Disability services will comply with state regulations.				
3. Sub-contracted services will comply with state regulations and the County contract.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Number of Clients	480	687	680	685
Number of Individual Service Plans	425	522	500	550
Billable Case management contacts.	6269	6563	5659	6269
Number of Individuals reviewed for eligibility	110	105	105	110
Number of Individuals found eligible for services	75	89	85	75

- Removed site visits and replaced with annual case management contacts per year
- Number of eligibility reviews now includes transfers from other Counties and re-determinations for 7, 18 and 22 year olds.

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
36,244	66,413	69,247	2.00	8010	Clerical/Admin. Specialist	115,000	3.00	115,000	3.00		
531,352	529,720	678,949	14.00	8030	Professional/Technical	650,000	13.00	650,000	13.00		
73,440	113,553	125,252	2.00	8040	Management/Supervisory	142,000	2.00	142,000	2.00		
0	0	0		8050	Department Head	0		0			
30,915	21,120	8,000		8080	Temporary/Part-time	20,000		20,000			
2,981	11,219	3,000		8090	Overtime	10,000		10,000			
<b>674,932</b>	<b>742,025</b>	<b>884,448</b>	<b>18.00</b>		<b>Total Salaries</b>	<b>937,000</b>	<b>18.00</b>	<b>937,000</b>	<b>18.00</b>	<b>0</b>	<b>0.00</b>
101,210	118,300	185,734		8110	PERS-Retirement	224,880		224,880		0	
50,160	55,649	67,660		8120	Social Security/Medicare	71,681		71,681		0	
154,420	181,412	338,400		8140	Insurance	356,400		356,400		0	
3,440	3,792	4,418		8150	Unemployment	4,680		4,680		0	
2,841	3,067	2,653		8160	Workers Comp. Insurance	2,811		2,811		0	
<b>987,003</b>	<b>1,104,245</b>	<b>1,483,314</b>	<b>18.00</b>		<b>Total Personal Services</b>	<b>1,597,452</b>	<b>18.00</b>	<b>1,597,452</b>	<b>18.00</b>	<b>0</b>	<b>0.00</b>
2,001	2,226	5,000		8210	Office Supplies	5,000		5,000			
586	3,085	1,200		8220	Operating Supplies	1,200		1,200			
0	15,078	14,000		8240	Software & Maintenance	14,000		14,000			
605	25,535	8,000		8250	Small Tools & Minor Equip.	8,000		8,000			
714	488	500		8310	Advertising and Printing	500		500			
3,927	4,487	6,000		8320	Photocopying	6,000		6,000			
3,143	2,590	3,000		8330	Postage	3,000		3,000			
10,435	11,260	12,500		8340	Telephone	12,500		12,500			
0	0	1,200		8350	Utilities	1,200		1,200			
1,221	1,634	2,500		8420	Workshops and Conferences	2,500		2,500			
18,815	21,574	20,000		8430	Transportation	20,000		20,000			
2,836	3,630	5,000		8510	Professional Services	5,000		5,000			
10,105	0	0		8540	Contract Services	0		0		0	
2,233	0	0		8580	Special Projects	0		0		0	
0	0	8,000		8610	Repairs and Maintenance	8,000		8,000			
42,758	0	105,912		8810	Rent Interdepartmental	96,732		96,732			
0	0	5,000		8820	Insurance Interdepartmental	5,000		5,000			
48,999	0	45,428		8830	Management Services Interdept.	62,445		62,445			
0	0	18,739		8840	Information Services Interdept.	19,677		19,677			
71,417	77,826	53,293		8850	Human Serv. Admin. Interdept.	60,000		60,000			
<b>219,795</b>	<b>169,413</b>	<b>315,272</b>			<b>Total Materials &amp; Services</b>	<b>330,754</b>		<b>330,754</b>		<b>0</b>	
0	0	0		8920	Buildings	0		0		0	
9,197	0	0		8948	Computers and Attachments	0		0		0	
<b>9,197</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>1,215,995</b>	<b>1,273,658</b>	<b>1,798,586</b>	<b>18.00</b>		<b>Total Department Expenses</b>	<b>1,928,206</b>	<b>18.00</b>	<b>1,928,206</b>	<b>18.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
29,644	0	0		6130	State Operating Grants	0		0		0	
1,375,472	1,789,927	1,710,000		6131	MH State Operating Grants	1,710,000		1,710,000			
0	0	0		6980	Donations	0		0		0	
37	0	0		6990	Miscellaneous	0		0		0	
<b>1,405,153</b>	<b>1,789,927</b>	<b>1,710,000</b>			<b>Total Revenues</b>	<b>1,710,000</b>		<b>1,710,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(189,158)	(516,269)	88,586			Expenditures less Revenue	218,206		218,206		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT		DIVISION	
BEHAVIORAL HEALTH	HEALTH SERVICES		SUB-GRANT PROGRAMS	
Program Description:				
Sub-Grant Programs is a fund created for pass-through funding received from the State Mental Health Division that the County subcontracts to providers of vocational, residential, relative adult foster care, transportation, semi-independent living and nursing home services for individuals who meet the definition of seriously mentally ill as well as developmentally disabled individuals eligible for these services. DHS moved to a new payment method for providers of services to developmentally disabled individuals and those funds will rarely pass through the County.				
Program Goals or Objectives:				
To maintain the current level of sub-contracted services in Polk County by limiting growth in subcontracted programs to individuals currently residing in the County, whose families reside in the County, or by negotiation with providers, Health & Human Services, and the BOC.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Number of Subcontract Providers	14	1	1	1
Number of clients served under subcontracts:				
Transport	0	0	0	0
Residential/Foster Care	6	1	1	1
Adult In-Home Comp	9	0	0	0
Child In-Home Comp	2	0	0	0
Family Support	50	0	0	0
Total Contracted # Clients	61	5	5	5
Total \$ Expenditure	\$809,700	\$290,000	\$290,000	\$290,000

Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17	Acct.		FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
<b>Expenditures</b>										
0	98,762	10,000	8370	Settlements	50,000		50,000			
0	0	0	8420	Workshops & Conferences	0		0			
414,980	288,008	290,000	8540	Contract Services	290,000		290,000			
0	525	0	8550	Contract - Other Public Agencies	0		0			
8,153	5,285	0	8580	Special Projects	0		0			
<b>423,133</b>	<b>392,580</b>	<b>300,000</b>		<b>Total Materials &amp; Services</b>	<b>340,000</b>		<b>340,000</b>		<b>0</b>	
<b>Revenues</b>										
0		0	6130	State Operating Grants	0		0			
302,641	262,631	290,000	6131	MH State Operating Grants	290,000		290,000			
32,397	33,369	0	6132	State - Hillside Rent Subsidy	0		0			
0		0	6990	Miscellaneous	0		0			
<b>335,038</b>	<b>296,000</b>	<b>290,000</b>		<b>Total Revenues</b>	<b>290,000</b>		<b>290,000</b>		<b>0</b>	
<b>Net Cost of Program</b>										
<b>88,095</b>	<b>96,580</b>	<b>10,000</b>		<b>Expenditures less Revenue</b>	<b>50,000</b>		<b>50,000</b>		<b>0</b>	
<b>9,395,732</b>	<b>11,372,256</b>	<b>18,685,000</b>	<b>112.20</b>	<b>Total Fund Requirements</b>	<b>19,385,000</b>	<b>110.35</b>	<b>19,385,000</b>	<b>110.35</b>	<b>0</b>	<b>0.00</b>
<b>12,888,363</b>	<b>17,740,222</b>	<b>18,685,000</b>		<b>Total Fund Resources</b>	<b>19,385,000</b>		<b>19,385,000</b>		<b>0</b>	
<b>3,492,631</b>	<b>6,367,966</b>	<b>(0)</b>	<b>112.20</b>	<b>Net Fund Balance</b>	<b>(0)</b>	<b>110.35</b>	<b>(0)</b>	<b>110.35</b>	<b>0</b>	<b>0.00</b>

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Revenues

232 Health Services	(Fund)
Revenues All Divisions	

FY 14-15	FY 15-16	FY 16-17		Acct.		FY 17-18	FY 17-18	FY 17-18
Actual	Actual	Adopted	Divn	Num.	Description	Requested	Proposed	Approved
86,493	99,536	85,000	510	6000	Beginning Fund Balance	100,000	100,000	Administration
0	0	0	510	6180	Non-Governmental Grant	0	0	Administration
634,000	759,314	700,000	510	6300	Charges for Services	725,000	725,000	Administration
0	0	0	510	6310	Rentals	0	0	Administration
0	0	0	510	6980	Donations	0	0	Administration
45	0	0	510	6990	Miscellaneous	0	0	Administration
-60,029	-48,063	150,000	582	6000	Beginning Fund Balance	130,000	130,000	Family & C.O.
94,147	155,375	155,000	582	6110	Federal Awards	100,000	100,000	Family & C.O.
594,792	277,397	280,000	582	6130	State Operating Grants	114,000	114,000	Family & C.O.
33,240	27,600	30,000	582	6131	MH-State Operating Grants	27,500	27,500	Family & C.O.
40,500	469,500	572,000	582	6170	Intergovernmental Local Govt.	815,500	815,500	Family & C.O.
388,261	468,424	130,000	582	6180	Non-Governmental Grant	178,000	178,000	Family & C.O.
27,769	34,841	217,000	582	6300	Charges for Services	250,000	250,000	Family & C.O.
28,575	33,900	40,000	582	6310	Rentals	40,000	40,000	Family & C.O.
4,249	5,760	4,000	582	6980	Donations	5,000	5,000	Family & C.O.
2,000	0	0	582	6990	Miscellaneous	0	0	Family & C.O.
<b>1,874,042</b>	<b>2,283,584</b>	<b>2,363,000</b>			<b>Total Revenues</b>	<b>2,485,000</b>	<b>2,485,000</b>	<b>0</b>

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
HEALTH SERVICES ADMIN	HEALTH SERVICES	HEALTH SERVICES Administration		
Program Description:				
<p>Provides administrative, supervision, service integration, fiscal and support services to Polk County's Health Services departments Public Health, Behavioral Health, Addiction Services, and Developmental Disability Services Administration. Also provides fiscal management of the Juvenile Program which moved under the direction of Polk County Community Corrections in 2012.</p> <p>Provides the Board of Commissioners with information concerning Health Services activities and services within the departments and on Health Services issues in Polk County.</p>				
Program Goals or Objectives:				
<p>1. Provide the Health Services departments with guidance, supervision, leadership, service integration, fiscal and support services.</p> <p>2. Provide the Board of Commissioners with programmatic and fiscal information.</p> <p>3. Provide Polk County with information on Health Services programs and increase service delivery, as funds become available.</p>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Percentages of Human Services Administration time charged:				
Mental Health	88%	92%	93%	93%
Public Health	9%	5%	5%	5%
Juvenile	3%	3%	2%	2%
Youth Programs	0%	0%	0%	0%

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
48,127	76,180	184,314	4.00	8030	Professional/Technical	133,282	3.00	133,282	3.00		
136,689	54,455	55,963	1.00	8040	Management/Supervisory	124,784	2.00	124,784	2.00		
119,165	123,112	118,382	1.00	8050	Department Head	131,384	1.00	131,384	1.00		
4,058	0	5,000		8080	Temporary/Part-Time	1,000		1,000			
13,020	5,903	5,000		8090	Overtime	6,000		6,000			
<b>321,059</b>	<b>259,650</b>	<b>368,659</b>	<b>6.00</b>		<b>Total Salaries</b>	<b>396,450</b>	<b>6.00</b>	<b>396,450</b>	<b>6.00</b>	<b>0</b>	<b>0.00</b>
44,155	49,190	77,418		8110	PERS-Retirement	95,148		95,148		0	
22,577	18,660	28,202		8120	Social Security/Medicare	30,328		30,328		0	
71,086	61,568	112,800		8140	Insurance	118,800		118,800		0	
1,592	1,290	1,843		8150	Unemployment	1,982		1,982		0	
933	831	738		8160	Workers Comp. Insurance	793		793		0	
<b>461,402</b>	<b>391,189</b>	<b>589,661</b>	<b>6.00</b>		<b>Total Personal Services</b>	<b>643,501</b>	<b>6.00</b>	<b>643,501</b>	<b>6.00</b>	<b>0</b>	<b>0.00</b>
1,069	1,624	1,000		8210	Office Supplies	1,000		1,000			
1,808	420	1,500		8220	Operating Supplies	1,500		1,500			
0	314	0		8230	Food Services & Supplies	0		0			
4,387	2,688	1,000		8250	Small Tools & Minor Equipment	2,500		2,500			
112	123	500		8310	Advertising and Printing	100		100			
2,747	1,720	3,000		8320	Photocopying	1,500		1,500			
133	69	250		8330	Postage	250		250			
6,965	4,872	7,000		8340	Telephone	6,000		6,000			
0	0	100		8350	Utilities	0		0			
27	282	0		8410	Dues, Memberships & Publicatns.	0		0			
0	1,024	1,000		8420	Workshops and Conferences	1,000		1,000			
529	21	500		8430	Transportation	500		500			
0	0	0		8510	Professional Services	0		0			
0	0	0		8520	Medical Care	0		0			
0	0	0		8540	Contract Services	0		0			
0	0	5,000		8580	Special Projects	7,500		7,500			
4,472	0	4,000		8610	Repairs and Maintenance	4,000		4,000			
69,838	72,247	74,053		8810	Rent Interdepartmental	78,267		78,267			
1,000	1,050	1,100		8820	Insurance interdepartmental	1,100		1,100			
37,256	30,389	24,092		8830	Management Services Interdept.	23,629		23,629			
29,257	30,876	20,169		8840	Information Services Interdept.	28,112		28,112			
<b>159,600</b>	<b>147,719</b>	<b>144,264</b>			<b>Total Materials and Services</b>	<b>156,958</b>		<b>156,958</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>621,002</b>	<b>538,908</b>	<b>733,925</b>	<b>6.00</b>		<b>Total Department Expenses</b>	<b>800,459</b>	<b>6.00</b>	<b>800,459</b>	<b>6.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
86,493	99,536	85,000		6000	Beginning Balance	100,000		100,000			
0	0	0		6110	Federal Awards	0		0		0	
0	0	0		6130	State Operating Grants	0		0		0	
0	0	0		6131	MH State Operating Grants	0		0		0	
0	0	0		6170	Intergovernmental Local Govt.	0		0		0	
0	0	0		6180	Non-Governmental Grants	0		0		0	
634,000	759,314	700,000		6300	Charges for Services	725,000		725,000			
0	0	0		6310	Charges for Services - Rentals	0		0		0	
0	0	0		6980	Donations	0		0		0	
45	0	0		6990	Miscellaneous	0		0		0	
<b>720,538</b>	<b>858,850</b>	<b>785,000</b>			<b>Total Revenues</b>	<b>825,000</b>		<b>825,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
99,536	319,942	(51,075)			Expenditures less Revenue	(24,541)		(24,541)		0	

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION
HEALTH SERVICES ADMIN	HEALTH SERVICES	Family & Community Outreach
<b>Program Description:</b>		
<p>The Polk County Commission for Children and Families is no longer a program within the county. The Commission was dissolved by legislation last year. Because the work of the Commission was valued by the county, a new department was formed, Family &amp; Community Outreach (FCO). FCO still promotes wellness for children and families in the county. The FCO does this through:</p> <ol style="list-style-type: none"> <li>1. Assessing community needs and strengths and developing plans with partners to maximize community efforts.</li> <li>2. Receiving private grants, state and federal funds and allocating these funds in accordance with identified community goals and grant requirements.</li> <li>3. Facilitating communication between families, community, service providers and local state government.</li> <li>4. Advocating, initiating, collaborating, evaluating and supporting community efforts.</li> </ol>		
<b>Program Goals or Objectives:</b>		
<p>Currently, the Family &amp; Community Outreach Department oversees the following programs:</p> <ul style="list-style-type: none"> <li>• Polk County Service Integration</li> <li>• Parent Resource and Education Program-Mid-Valley Parenting</li> <li>• Early Childhood Initiatives (Teen Parent Programs, P-3 Coordination etc.)</li> <li>• Tobacco Prevention and Education Program (TPEP)</li> <li>• Healthy Communities</li> <li>• Drug, Alcohol and Problem Gambling Prevention</li> <li>• School Based Mental Health Program</li> <li>• Family Resource Navigator Program</li> </ul>		

Descriptive Statistics:				
# Served by each program	Actual 13-14	Actual 14-15	Estimated 15-16	Projected 16-17
PCCCF planning, partner collaboration, facilitation and policy implementation for children (0 - 18) and families	PCCCF is no longer a county program	N/A	N/A	N/A
Court Appointed Special Advocate (CASA) Program	CASA is no longer a county program	N/A	N/A	N/A
Literacy Initiative, Reading for All (this initiative began in December 2009)	No longer a county program- grant expired			
• Community presentations	N/A	N/A	N/A	N/A
• Local RFA action teams created	N/A	N/A	N/A	N/A
• Books distributed	N/A	N/A	N/A	N/A

POLK COUNTY  
PROGRAM SUMMARY

Descriptive Statistics:				
# Served by each program	Actual 13-14	Actual 14-15	Estimated 15-16	Projected 16-17
• Community volunteer hours		N/A	N/A	N/A
Parental Investment and Support Now being tracked as a separate program.	Data reflected in Parent Resource and Education Program Summary (Mid-Valley Parenting)			
Polk County Relief Nursery (Gracie's Place)	These funds do not pass through county anymore	N/A	N/A	N/A
Polk Healthy Start	These funds do not pass through county anymore	N/A	N/A	N/A
Service Integration Project	Data reflected in Service Integration Program Summary			
JCP Funds (Sanction Court)	Data reflected in Juvenile Program Summary			

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION
HEALTH SERVICES ADMIN	HEALTH SERVICES	Family & Community Outreach Service Integration

**Program Description:**

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

Service Integration, under the Family and Community Outreach Department, has organized and facilitates six SI Teams (one in each school district in the County).

Each Team:

- Operates independently
- Addresses local needs
- Is facilitated by Family and Community Outreach staff
- Connects service providers (public, non-profit and private) with identified needs
- Builds relationships between members
- Networks and shares resources
- Provides funds to address requests for one-time urgent assistance, as well as local projects, events.

Teams are comprised of County agencies, school districts, non-profits, ministerial associations, city agencies, state agencies, private businesses, tribal agencies, higher education, health representatives, community members and others.

Funding for the team funds comes from the following school districts: Central, Dallas, Falls City, Perrydale, Willamina and Salem-Keizer; Yamhill County Health and Human Services, Yamhill Community Care Organization SI Program, West Valley Hospital and Polk County.

**Program Goals or Objectives:**

1. Work collaboratively with community partners and groups to support all children, families and individuals in Polk County.
2. Coordinate social service efforts throughout Polk County, seek new partners, work to ensure collaboration and integration stays in place and continues to grow.
3. Coordinate integration efforts at local levels for community events and targeted populations.
4. Facilitate partnerships and collaboration among providers to avoid duplication of services.

<b>Descriptive Statistics:</b>				
<b>Indicator</b>	<b>Actual 14-15</b>	<b>Actual* 15-16</b>	<b>Estimated* 16-17</b>	<b>Projected 17-18</b>
Number of Partner Integration activities/connections	650	600	600	625
Number of Community Mobilization Outreach (resource sharing) opportunities SI partners participated in	14	14	15	15
Number of individuals served (coordinated - multiple agencies involved)	130	165	175	180
Amount of leveraged funds	\$150,979.82	\$165,000	\$170,000	175,000
Number of families/households receiving service	900	950	950	975
Number of Partners trained at the Academy Training Resource Expo	104	85	90	100

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION
HEALTH SERVICES ADMIN	FAMILY AND COMMUNITY OUTREACH	FAMILY AND COMMUNITY OUTREACH, SCHOOL BASED MENTAL HEALTH
<b>Program Description:</b>		
<p>The School Based Mental Health Program serves 13 schools in four school districts in Polk County. Through partnerships with these school districts, 9 Mental Health Staff are stationed in schools to assist in meeting the needs of students at all grade levels. SBMH Staff work with school administration, and other school personnel, to develop interventions identified in each district and school. These interventions may include suicide risk assessment, skill-building groups, behavior incentive plans, and various individual student supports. Staff also works one-on-one with the student and family to connect the student and/or their family to needed community resources and services, including behavioral health providers. Staff also provides support for formalized threat assessments, initial grief and crisis support, and support to a child's school and academic needs.</p> <p>Staff also provides parent education using evidence based parenting curricula. Parent education can be classes offered to the community through a partnership with Mid-Valley Parenting Hub, and/or to the teen parent program located at Dallas High School in Dallas, Oregon. Staff also coordinates with Polk County's prevention program to provide prevention support to area schools in areas such as tobacco prevention, drug, alcohol, and problem gambling.</p>		
<b>Program Goals or Objectives:</b>		
<ol style="list-style-type: none"> <li>1. 2,000 hours of treatment will be provided via School Based Mental Health Program.</li> <li>2. 300 youth, children, and their families will be served via School Based Mental Health.</li> <li>3. 700 hours of skill-building, service linkage and behavioral management consultation in a school or community setting will be provided via School Based Mental Health Programs</li> </ol>		

Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Service hours	3,929	3,656	3,500	3,500
# of youth receiving crisis assessment interventions including suicide risk assessments in the school setting.	22	53	40	40
# of youth participating in skill-building groups (SMMH & COP)	338	324	300	300
# of youth seen at school for individual therapy	115	272	250	250

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION		
HEALTH SERVICES ADMIN	HEALTH SERVICES	Family & Community Outreach Mid-Valley Parenting of Polk County		
Program Description:				
<p>Mid-Valley Parenting of Polk County is a "hub" for parent education and support opportunities reducing parent isolation, increasing parent's confidence and reducing child abuse and neglect. Mid-Valley Parenting does this by:</p> <ol style="list-style-type: none"><li>1. Providing coordinated, comprehensive parent education services to parents and caregivers. Maintaining a website (<a href="http://www.midvalleyparenting.org">www.midvalleyparenting.org</a>) with information posted.</li><li>2. Working collaboratively with county partners to provide culturally relevant parent education and awareness.</li><li>3. Receiving funds through The Oregon Community Foundation to provide coordinated, comprehensive services to Polk County parents and caregivers.</li></ol>				
Program Goals or Objectives:				
<ol style="list-style-type: none"><li>1. Expand access to proven parent education programs in areas where access has been limited.</li><li>2. Increase parent understanding of how to support children's learning and development.</li><li>3. Expand access to proven parent education programs to underserved populations in Polk County.</li></ol>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Parents or caregivers attending evidence-based parent education group	124	133	100	140
Individuals interacted with at community meetings and outreach events	245	1185	3100	2500
Number of new trained parent educators	25	4	15	10

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION		
HS ADMIN	HEALTH SERVICES	Family & Community Outreach, Healthy Communities		
Program Description:				
Works with communities through local, state and territory, and national partnerships to improve community leaders and stakeholders' skills and commitments for establishing, advancing, and maintaining effective population-based strategies that reduce the burden of chronic disease and achieve health equity. Communities create momentum that assists people in making healthy choices where they live, learn, work, and play through sustainable changes that address the major risk factors—tobacco, physical inactivity, and unhealthy eating				
Program Goals or Objectives:				
1. To promote self-management classes to prevent and lessen the burden of chronic disease				
2. To develop policy related to the sales of sugary sweetened beverages				
3. To increase rates for preventative screenings				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Percentage of Polk County adults who are overweight according to Oregon BRFSS County Combined Dataset 2008-2011	*36%	*36%	*36%	We do not have the grant
The number of Polk County cities participating in the HEAL Cities campaign	3	3	3	We do not have the grant
The number of Living Well Self-Management classes available to Polk County residents (Tomando Control, Chronic Pain Self-Management, Diabetes Prevention)	16 (5 Chronic Disease, 5 Diabetes, 1 Tomando Control, 4 Chronic Pain, 1 Diabetes Prevention)	21 (7 Chronic Disease, 6 Diabetes, 2 Tomando Control, 5 Chronic pain, 1 Diabetes Prevention)	21	We do not have the grant
The percentage of colorectal cancer screenings for Polk County residents	*70%	*70%	*70%	We do not have the grant
The number of the Arthritis Foundation's Walk With Ease classes available in Polk County	4	4	4	We do not have the grant

\*Statistics are limited to the most recent BRFSS data from 2011. New BRFSS data is estimated to be available from the CDC in 2016.

POLK COUNTY  
PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION
HEALTH SERVICES ADMIN	HEALTH SERVICES	Family & Community Outreach Drug and Alcohol Prevention

**Program Description:**

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

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

**Program Goals or Objectives:**

1. Work to prevent underage consumption of alcohol and other drugs.
2. Mobilize and promote the community's involvement in the prevention of intoxicating substance use.
3. Support and empower parents, understanding their primary role in prevention.

Descriptive Statistics:				
Indicator	Actual 14-15	Actual* 15-16	Estimated* 16-17	Projected 17-18
Individuals interacted with at community meetings and outreach events	750	870	900	900
Youth engaged in focused prevention programming and activities	700	740	780	750
Parents and families involved in programs, classes and prevention activities	20	25	40	50
Policies worked on that reflect positive community norms around alcohol and drug use	0	1	1	0

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
HEALTH SERVICES ADMIN	HEALTH SERVICES	Family & Community Outreach TOBACCO PREVENTION PROGRAM		
Program Description:				
Reduces exposure to secondhand smoke for all Polk County community members, prevents the initiation of tobacco by youth, increases access to cessation resources for adults and youth, eliminates disparities in tobacco use and develops infrastructure for tobacco use prevention. TPEP works with policy change to create anti-tobacco social norms by collaborating with school districts, multi-unit housing owners, Western Oregon University, health care centers, smoke-free community events, local city councils, and community members and organizations. TPEP also works with businesses to help them comply with the Indoor Clean Air Act that became effective January 1, 2009.				
Program Goals or Objectives:				
1. To eliminate exposure to secondhand smoke. 2. To create a healthy, smoke-free working environment for all employees and patrons. 3. To prevent youth from using tobacco 4. To provide resources and information to help people quit using tobacco.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Total Polk County costs for tobacco related illness including lost productivity	\$48.6 Million	\$48.6 Million	\$48.6 Million	\$48.6 Million
Infants born to mothers who smoke	13.1%	13.1%	13.1%	13.1%
8 <sup>th</sup> grade smoking rates	3.4%	1.9%	1.9%	1.9%
11 <sup>th</sup> grade smoking rates	8.9%	7.1%	7.1%	7.1%
Polk County smoking rates	14.3%	14.3%	14.3%	14.3%

Note: Data retrieved from most up to date state sources including the Student Wellness Survey, Vital Statistics & the BRFSS.

**Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
28,568	30,983	32,941	1.00	8010	Clerical/Admin. Specialist	36,708	1.00	36,708	1.00		
230,565	564,024	646,813	16.00	8030	Professional/Technical	626,040	15.00	626,040	15.00		
43,791	149,772	153,554	2.00	8040	Management/Supervisory	164,124	2.00	164,124	2.00		
46,903	9,032	5,000		8080	Temporary/Part-time	5,000		5,000			
2,831	7,643	0		8090	Overtime	7,500		7,500			
<b>352,658</b>	<b>761,454</b>	<b>838,308</b>	<b>19.00</b>		<b>Total Salaries</b>	<b>839,372</b>	<b>18.00</b>	<b>839,372</b>	<b>18.00</b>	<b>0</b>	<b>0.00</b>
42,471	116,902	176,045		8110	PERS-Retirement	184,662		184,662		0	
26,880	57,683	64,131		8120	Social Security/Medicare	64,212		64,212		0	
94,080	228,365	300,200		8140	Insurance	284,400		284,400		0	
1,772	3,900	4,192		8150	Unemployment	4,197		4,197		0	
1,204	2,991	2,515		8160	Workers Comp. Insurance	2,518		2,518		0	
<b>519,065</b>	<b>1,171,295</b>	<b>1,385,390</b>	<b>19.00</b>		<b>Total Personal Services</b>	<b>1,379,361</b>	<b>18.00</b>	<b>1,379,361</b>	<b>18.00</b>	<b>0</b>	<b>0.00</b>
1,775	1,983	2,000		8210	Office Supplies	3,000		3,000			
2,456	2,479	2,500		8220	Operating Supplies	1,500		1,500			
23	0	0		8230	Food Services & Supplies	0		0			
714	2,208	1,000		8240	Software & Maintenance	1,600		1,600			
5,026	14,035	2,500		8250	Small Tools & Minor Equipment	5,000		5,000			
7,909	4,312	1,500		8310	Advertising and Printing	1,200		1,200			
7,838	8,673	7,500		8320	Photocopying	8,000		8,000			
1,395	340	350		8330	Postage	250		250			
6,785	6,238	6,500		8340	Telephone	5,500		5,500			
0	0	0		8350	Utilities	0		0			
299	749	500		8410	Dues, Memberships & Publicatns.	500		500			
4,401	25,658	6,500		8420	Workshops and Conferences	6,500		6,500			
10,445	12,849	10,000		8430	Transportation	10,000		10,000			
12,826	435	2,500		8510	Professional Services	0		0			
123,312	64,838	4,000		8540	Contract Services	10,000		10,000			
4,127	0	0		8550	Contracts - Other Public Agency	44,000		44,000			
94,481	122,961	92,710		8580	Special Projects	93,287		93,287			
300	0	0		8660	Rentals	0		0			
14,253	14,744	15,113		8810	Rent Interdepartmental	15,973		15,973			
500	550	600		8820	Insurance Interdepartmental	700		700			
6,589	7,405	62,953		8830	Management Services Interdept.	68,504		68,504			
15,218	20,516	24,960		8840	Information Services Interdept.	29,666		29,666			
<b>320,672</b>	<b>310,973</b>	<b>243,686</b>			<b>Total Materials and Services</b>	<b>305,180</b>		<b>305,180</b>		<b>0</b>	
361,830	80,794	0		8930	Improvements Other than Bldgs.	0		0		0	
<b>361,830</b>	<b>80,794</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>1,201,567</b>	<b>1,563,062</b>	<b>1,629,076</b>	<b>19.00</b>		<b>Total Department Expenses</b>	<b>1,684,541</b>	<b>18.00</b>	<b>1,684,541</b>	<b>18.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
(60,029)	(48,063)	150,000		6000	Beginning Balance	130,000		130,000			
94,147	155,375	155,000		6110	Federal Grants	100,000		100,000			
594,792	277,397	280,000		6130	State Operating Grants-Cont	114,000		114,000			
33,240	27,600	30,000		6131	M.H. State Operating Grants	27,500		27,500			
40,500	469,500	572,000		6170	Intergovernmental Local Govt.	815,500		815,500			
388,261	468,424	130,000		6180	Non Govt. Grant	178,000		178,000			
27,769	34,841	217,000		6300	Charges for Services	250,000		250,000			
28,575	33,900	40,000		6310	Rentals	40,000		40,000			
4,249	5,760	4,000		6980	Donations	5,000		5,000			
2,000	0	0		6990	Miscellaneous	0		0			
<b>1,153,504</b>	<b>1,424,734</b>	<b>1,578,000</b>			<b>Total Revenues</b>	<b>1,660,000</b>		<b>1,660,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(48,063)	(138,328)	51,076			Expenditures less Revenue	24,541		24,541		0	
<b>1,822,568</b>	<b>2,101,970</b>	<b>2,363,000</b>	<b>25.00</b>		<b>Total Fund Requirements</b>	<b>2,485,000</b>	<b>24.00</b>	<b>2,485,000</b>	<b>24.00</b>	<b>0</b>	<b>0.00</b>
<b>1,874,042</b>	<b>2,283,584</b>	<b>2,363,000</b>			<b>Total Fund Resources</b>	<b>2,485,000</b>		<b>2,485,000</b>		<b>0</b>	
<b>(51,474)</b>	<b>(181,614)</b>	<b>0</b>	<b>25.00</b>		<b>Net Fund Balance</b>	<b>(0)</b>	<b>24.00</b>	<b>(0)</b>	<b>24.00</b>	<b>0</b>	<b>0.00</b>

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Revenues**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	Divn. Num.	Acct. Num.	Description	FY 17-18 Requested	FY 17-18 Proposed	FY 17-18 Approved	Division
<b>Revenues</b>									
337,438	563,789	300,000	199	6000	Beginning Fund Balance	700,000	700,000		Non-Departmental
1,253,593	1,293,483	1,430,000	199	6300	Charges for Services	1,500,000	1,500,000		Non-Departmental
0	0	0	199	6990	Miscellaneous	0	0		Non-Departmental
322,440	344,201	345,000	810	6300	Charges for Services	355,000	355,000		Central Services
185	195	0	810	6990	Miscellaneous	0	0		Central Services
2,035	4,459	1,000	810	7100	Proceeds from Sale of Assets	2,500	2,500		Central Services
0	0	0	810	7,120	Loan Proceeds	0	0		Central Services
49,319	51,619	60,000	815	6300	Charges for Services	25,000	25,000		Academy Bldg Maint.
579,999	1,025,002	1,065,000	815	6310	Charges for Services-Rentals	1,100,000	1,100,000		Academy Bldg Maint.
0	753	0	815	6990	Miscellaneous	0	0		Academy Bldg Maint.
24,496	25,383	25,000	820	6300	Charges for Services	75,000	75,000		Courthouse Bldg Maint.
580,028	580,022	611,865	820	6310	Charges for Services-Rentals	650,000	650,000		Courthouse Bldg Maint.
0	0	0	820	6990	Miscellaneous	0	0		Courthouse Bldg Maint.
0	0	0	825	6170	Intergovernmental Local	70,000	70,000		Information Services
837,285	896,801	930,000	825	6300	Charges for Services	955,000	955,000		Information Services
6,290	0	0	825	6750	Settlements	0	0		Information Services
0	698	0	825	6990	Miscellaneous	0	0		Information Services
130	360	0	850	6300	Charges for Services	0	0		Finance
1,985	730	0	850	6990	Miscellaneous	0	0		Finance
0	1,189	0	855	6990	Miscellaneous	2,500	2,500		Personnel
12,131	12,000	14,000	870	6300	Charges for Services	12,000	12,000		County Counsel
61,827	74,680	40,000	150	6130	State Operating Grants	40,000	40,000		GIS-Computer Mapping
0	0	0	150	6170	Intergovernmental Local	0	0		GIS-Computer Mapping
208,835	238,908	200,000	150	6300	Charges for Services	190,000	190,000		GIS-Computer Mapping
0	0	0	150	6990	Miscellaneous	0	0		GIS-Computer Mapping
39	0	0	817	6300	Charges for Services	0	0		Jail - Maintenance
305,000	307,500	312,500	817	6310	Charges for Services-Rentals	315,000	315,000		Jail - Maintenance
90	360	0	110	6300	Charges for Services	0	0		Board of Commissioners
<b>4,583,145</b>	<b>5,422,132</b>	<b>5,334,365</b>			<b>Fund Total</b>	<b>5,992,000</b>	<b>5,992,000</b>	<b>0</b>	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	GENERAL SERVICES	NON-DEPARTMENTAL		
<b>Program Description:</b>				
<p>This is a division within the Management Services fund, which acts as the fund's contingency and equipment reserve account. Also included in this division is the transfer to the Building Improvement fund for rents collected within Management Services.</p> <p>Revenues in this division include the beginning fund balance and the Management Services charges (Fiscal, Personnel, County Counsel, Central Services).</p>				
<b>Program Goals or Objectives:</b>				
<p>To replace equipment and provide funding for the Building Improvement Fund.</p>				
<b>Descriptive Statistics:</b>				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Transfer to Bldg. Imp.	\$275,000	\$750,000	\$800,000	\$850,000
Equipment Reserve	\$0	\$0	\$243,131	\$346,832

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

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**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	CENTRAL SERVICES	CENTRAL SERVICES		
Program Description:				
Central Services was established in fiscal year 1985-86. The intention of the department was to monitor, operate, enhance and reduce the costs associated with internal services. Internal services include: building operations, motor pool operations, telecommunications, copying, postage, radio maintenance and centralized purchasing.				
Program Goals or Objectives:				
1. To reduce costs to the County in all internal service activities. 2. To internalize functions to enable departments to concentrate on the functions of their office.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Telephone	52,605	59,141	70,000	70,000
Postage	50,542	64,932	65,000	65,000
Copiers	31,750	37,692	25,000	30,000
Motor Pool (Fuel)	32,591	27,974	35,000	35,000
Motor Pool (Maint.)	27,644	30,384	22,000	25,000
Vehicles	52	55	56	57
Central Purchasing	21,866	24,069	25,000	25,000

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

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
13,288	14,125	15,094	0.50	8010	Clerical/Admin. Specialist	16,600	0.50	16,600	0.50		
67,176	73,967	74,815	1.20	8040	Management/Supervisory	79,043	1.20	79,043	1.20		
21,849	14,881	15,096	0.10	8050	Department Head	16,057	0.10	16,057	0.10		
6,131	5,543	7,500		8080	Temporary/Part-Time	6,000		6,000			
3,102	2,484	2,500		8090	Overtime	2,500		2,500			
<b>111,546</b>	<b>111,000</b>	<b>115,005</b>	<b>1.80</b>		<b>Total Salaries</b>	<b>120,200</b>	<b>1.80</b>	<b>120,200</b>	<b>1.80</b>	<b>0</b>	<b>0.00</b>
19,223	23,680	24,151		8110	PERS-Retirement	29,449		29,449		0	
8,125	8,035	8,798		8120	Social Security/Medicare	9,195		9,195		0	
23,086	24,590	33,840		8140	Insurance	35,640		35,640		0	
565	558	575		8150	Unemployment	601		601		0	
278	283	230		8160	Workers Compensation Ins.	240		240		0	
<b>162,823</b>	<b>168,146</b>	<b>182,599</b>	<b>1.80</b>		<b>Total Personal Services</b>	<b>195,326</b>	<b>1.80</b>	<b>195,326</b>	<b>1.80</b>	<b>0</b>	<b>0.00</b>
21,866	24,069	25,000		8210	Office Supplies	25,000		25,000			
4	202	500		8220	Operating Supplies	500		500			
32,591	27,974	35,000		8225	Fuels and Lubricants	35,000		35,000			
210	329	1,500		8250	Small Tools & Minor Equipment	1,500		1,500			
0	0	500		8310	Advertising and Printing	500		500			
31,750	37,692	25,000		8320	Photocopying	30,000		30,000			
50,542	64,932	60,000		8330	Postage	65,000		65,000			
52,605	59,141	70,000		8340	Telephone	70,000		70,000			
2,110	2,341	2,500		8410	Dues, Memberships & Publicatns	2,500		2,500			
0	0	100		8420	Workshops and Conferences	100		100			
489	515	500		8430	Transportation	500		500			
0	0	0		8510	Professional Services	0		0			
479	479	1,000		8540	Contract Services	1,000		1,000			
292	0	1,000		8610	Repairs and Maintenance	1,000		1,000			
27,644	30,384	25,000		8614	Vehicle Maint.-General Serv.	25,000		25,000			
29,079	21,586	35,000		8710	Loan Repayment	30,000		30,000			
<b>249,661</b>	<b>269,644</b>	<b>282,600</b>			<b>Total Materials and Services</b>	<b>287,600</b>		<b>287,600</b>		<b>0</b>	
33,810	54,800	15,000		8944	Vehicles	20,000		20,000			
0	0	0		8948	Computers & Attachments	0		0		0	
<b>33,810</b>	<b>54,800</b>	<b>15,000</b>			<b>Total Capital Outlay</b>	<b>20,000</b>		<b>20,000</b>		<b>0</b>	
<b>446,294</b>	<b>492,590</b>	<b>480,199</b>	<b>1.80</b>		<b>Total Department Expenses</b>	<b>502,926</b>	<b>1.80</b>	<b>502,926</b>	<b>1.80</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
322,440	344,201	345,000		6300	Charges for Services	355,000		355,000			
185	195	0		6990	Miscellaneous	0		0			
2,035	4,459	1,000		7100	Proceeds from Sale of Assets	2,500		2,500			
0	0	0		7120	Loan Proceeds	0		0			
<b>324,660</b>	<b>348,855</b>	<b>346,000</b>			<b>Total Revenues</b>	<b>357,500</b>		<b>357,500</b>		<b>0</b>	
<b>Net Cost of Program</b>											
121,634	143,735	134,199			Expenditures less Revenues	145,426		145,426		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
Management Services	Central Services	Academy Bldg - Maintenance		
Program Description:				
Academy Building Maintenance provides the Academy complex with custodial and maintenance services. These services are provided to both Polk County and Chemeketa Community College. In 2004-05 Chemeketa Community College vacated their portion of the building.				
Program Goals or Objectives:				
1. Provide the County with a facility that the community can be proud of.				
2. Continually attempt to lower costs associated with the facility.				
3. Provide a building that is safe for both the public and its workers.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Utilities	\$79,791	\$76,118	\$80,000	\$80,000
Operating Supplies	\$7,359	\$9,969	\$10,000	\$10,000
Repairs & Maintenance	\$8,087	\$11,140	\$10,000	\$15,000

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

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

FY 14-15	FY 15-16	FY 16-17	Acct.		FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	Num.	Description	Requested	FTE	Proposed	FTE	Approved
<b>Expenditures</b>									
125,795	116,285	176,001	4.25	8020 Laborer	165,123	4.25	165,123	4.25	
4,027	0	0	0.00	8,030 Professional/Technical	0	0.00	0	0.00	
6,895	5,632	5,801	0.10	8040 Management/Supervisory	5,900	0.10	5,900	0.10	
0	360	0		8080 Temporary/Part-Time	0		0		
2,524	2,699	5,000		8090 Overtime	5,000		5,000		
<b>139,241</b>	<b>124,976</b>	<b>186,802</b>	<b>4.35</b>	<b>Total Salaries</b>	<b>176,023</b>	<b>4.35</b>	<b>176,023</b>	<b>4.35</b>	<b>0 0.00</b>
22,837	20,582	39,228		8110 PERS-Retirement	43,126		43,126		0
10,115	9,152	14,291		8120 Social Security/Medicare	13,466		13,466		0
58,438	47,336	81,780		8140 Insurance	86,130		86,130		0
699	639	934		8150 Unemployment	880		880		0
4,043	3,775	5,604		8160 Workers Compensation Ins.	5,281		5,281		0
<b>235,373</b>	<b>206,460</b>	<b>328,639</b>	<b>4.35</b>	<b>Total Personal Services</b>	<b>324,905</b>	<b>4.35</b>	<b>324,905</b>	<b>4.35</b>	<b>0 0.00</b>
33	92	500		8210 Office Supplies	500		500		
7,359	9,969	10,000		8220 Operating Supplies	10,000		10,000		
4,135	1,187	2,500		8250 Small Tools & Minor Equipment	2,500		2,500		
0	0	100		8310 Advertising & Printing	100		100		
0	0	50		8320 Photocopying	50		50		
0	0	150		8340 Telephone	150		150		
79,791	76,118	80,000		8350 Utilities	80,000		80,000		
0	62	50		8410 Dues, Memberships & Publicatns	50		50		
0	0	100		8420 Workshops & Conferences	100		100		
0	0	50		8430 Transportation	50		50		
646	435	500		8510 Professional Services	500		500		
3,171	4,857	2,500		8540 Contract Services	2,500		2,500		
8,087	11,140	10,000		8610 Repairs and Maintenance	15,000		15,000		
0	0	0		8710 Loan Repayment	0		0		0
<b>103,222</b>	<b>103,860</b>	<b>106,500</b>		<b>Total Materials and Services</b>	<b>111,500</b>		<b>111,500</b>		<b>0</b>
0	0	0		8942 Machinery	0		0		0
0	0	0		<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>
<b>338,595</b>	<b>310,320</b>	<b>435,139</b>	<b>4.35</b>	<b>Total Department Expenses</b>	<b>436,405</b>	<b>4.35</b>	<b>436,405</b>	<b>4.35</b>	<b>0 0.00</b>
<b>Revenues</b>									
49,319	51,619	60,000		6300 Charges for Services	25,000		25,000		
579,999	1,025,002	1,065,000		6310 Charges for Services-Rentals	1,100,000		1,100,000		
0	753	0		6990 Miscellaneous	0		0		0
<b>629,318</b>	<b>1,077,374</b>	<b>1,125,000</b>		<b>Total Revenues</b>	<b>1,125,000</b>		<b>1,125,000</b>		<b>0</b>
<b>Net Cost of Program</b>									
290,723	767,054	689,861		Expenditures less Revenues	688,595		688,595		(0)

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	CENTRAL SERVICES	JAIL - MAINTENANCE		
Program Description:				
Jail Building Maintenance provides the jail facility with custodial and maintenance services.  Included in these services are all utilities, custodial, grounds and maintenance for the facility.				
Program Goals or Objectives:				
1. Provide the County with a facility that the community can be proud of.  2. Continually attempt to lower costs associated with the facility.  3. Provide a building that is safe for both the public and its workers.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Utilities	145,183	136,944	145,000	145,000
Operating Supplies	1,479	1,667	1,500	1,500
Repairs & Maintenance	26,093	24,735	32,500	32,500

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

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

FY 14-15	FY 15-16	FY 16-17		Acct.		FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
<b>Expenditures</b>											
42,065	47,512	58,420	1.25	8020	Laborer	60,292	1.25	60,292	1.25		
8,323	11,263	11,431	0.20	8040	Management/Supervisory	11,732	0.20	11,732	0.20		
1,800	0	2,000		8080	Temporary/Part-Time	0		0			
0	817	500		8090	Overtime	1,000		1,000			
<b>52,188</b>	<b>59,592</b>	<b>72,351</b>	<b>1.45</b>		<b>Total Salaries</b>	<b>73,024</b>	<b>1.45</b>	<b>73,024</b>	<b>1.45</b>	<b>0</b>	<b>0.00</b>
8,195	10,307	15,194		8110	PERS-Retirement	17,891		17,891		0	
4,222	4,268	5,535		8120	Social Security/Medicare	5,586		5,586		0	
5,414	20,009	27,260		8140	Insurance	28,710		28,710		0	
277	300	362		8150	Unemployment	365		365		0	
1,666	1,782	2,171		8160	Workers Compensation Ins.	2,191		2,191		0	
<b>71,962</b>	<b>96,258</b>	<b>122,872</b>	<b>1.45</b>		<b>Total Personal Services</b>	<b>127,767</b>	<b>1.45</b>	<b>127,767</b>	<b>1.45</b>	<b>0</b>	<b>0.00</b>
16	74	250		8210	Office Supplies	250		250			
1,479	1,667	1,500		8220	Operating Supplies	1,500		1,500			
0	0	0		8225	Fuels and Lubricants	0		0			
554	341	1,500		8250	Small Tools & Minor Equipment	1,500		1,500			
0	0	0		8310	Advertising and Printing	0		0			
0	0	0		8330	Postage	0		0			
0	0	300		8340	Telephone	300		300			
145,183	136,944	145,000		8350	Utilities	145,000		145,000			
209	50	0		8410	Dues, Memberships & Publications	0		0			
630	0	500		8420	Workshops and Conferences	500		500			
136	0	0		8430	Transportation	0		0			
1,391	922	1,000		8510	Professional Services	1,000		1,000			
4,398	7,062	5,000		8540	Contract Services	5,000		5,000			
26,093	24,735	32,500		8610	Repairs and Maintenance	32,500		32,500			
<b>180,089</b>	<b>171,795</b>	<b>187,550</b>			<b>Total Materials and Services</b>	<b>187,550</b>		<b>187,550</b>		<b>0</b>	
0	0	0		8942	Machinery	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>252,051</b>	<b>268,053</b>	<b>310,422</b>	<b>1.45</b>		<b>Total Department Expenses</b>	<b>315,317</b>	<b>1.45</b>	<b>315,317</b>	<b>1.45</b>	<b>0</b>	<b>0.00</b>
39	0	0		6300	Charges for Services	0		0		0	
305,000	307,500	312,500		6310	Charges for Services - Rentals	315,000		315,000			
<b>305,039</b>	<b>307,500</b>	<b>312,500</b>			<b>Total Revenues</b>	<b>315,000</b>		<b>315,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
52,988	39,447	2,078			Expenditures less Revenues	(317)		(317)		(0)	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
Management Services	Central Services	Courthouse - Maintenance		
Program Description:				
Courthouse Building Maintenance provides the Courthouse complex with custodial and maintenance services. Also, this division provides for outside custodial services to Public Works and Community Corrections.				
Included in these services are utilities, custodial, grounds maintenance and facility maintenance for the three buildings.				
Program Goals or Objectives:				
1. To provide the County with a facility that the community can be proud of.				
2. Continually attempt to lower costs associated with the facility.				
3. Provide a building that is safe for both the public and its workers.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Utilities	139,429	130,445	150,000	140,000
Operating Supplies	10,466	14,527	15,000	15,000
Repairs & Maintenance	17,703	29,213	20,000	30,000

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

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

FY 14-15	FY 15-16	FY 16-17				FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
<b>Expenditures</b>											
172,012	168,866	150,720	4.50	8020	Laborer	222,500	6.00	222,500	6.00		
40,063	39,421	40,009	0.70	8040	Management/Supervisory	41,131	0.70	41,131	0.70		
15,157	13,382	10,000		8080	Temporary/Part-Time	12,500		12,500			
3,446	3,717	4,000		8090	Overtime	4,000		4,000			
<b>230,678</b>	<b>225,386</b>	<b>204,729</b>	<b>5.20</b>		<b>Total Salaries</b>	<b>280,131</b>	<b>6.70</b>	<b>280,131</b>	<b>6.70</b>	<b>0</b>	<b>0.00</b>
35,647	40,746	42,993		8110	PERS-Retirement	68,632		68,632		0	
17,326	16,829	15,662		8120	Social Security/Medicare	21,430		21,430		0	
68,324	76,077	97,760		8140	Insurance	132,660		132,660		0	
1,200	1,152	1,024		8150	Unemployment	1,401		1,401		0	
7,236	6,922	6,142		8160	Workers Compensation Ins.	8,404		8,404		0	
<b>360,411</b>	<b>367,112</b>	<b>368,309</b>	<b>5.20</b>		<b>Total Personal Services</b>	<b>512,658</b>	<b>6.70</b>	<b>512,658</b>	<b>6.70</b>	<b>0</b>	<b>0.00</b>
77	85	250		8210	Office Supplies	250		250			
10,466	14,527	15,000		8220	Operating Supplies	15,000		15,000			
2,118	2,203	1,000		8250	Small Tools & Minor Equipment	2,500		2,500			
8	0	100		8310	Advertising and Printing	100		100			
0	0	25		8320	Photocopying	25		25			
0	0	25		8330	Postage	25		25			
0	0	200		8340	Telephone	200		200			
139,429	130,445	150,000		8350	Utilities	140,000		140,000			
0	62	100		8410	Dues, Memberships & Publicatns	100		100			
186	0	500		8420	Workshops and Conferences	500		500			
3,070	5,048	2,000		8430	Transportation	3,000		3,000			
554	831	1,000		8510	Professional Services	1,000		1,000			
3,369	6,000	3,000		8540	Contract Services	4,000		4,000			
17,703	29,213	20,000		8610	Repairs and Maintenance	30,000		30,000			
<b>176,980</b>	<b>188,414</b>	<b>193,200</b>			<b>Total Materials and Services</b>	<b>196,700</b>		<b>196,700</b>		<b>0</b>	
0	0	0		8920	Buildings	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>537,391</b>	<b>555,526</b>	<b>561,509</b>	<b>5.20</b>		<b>Total Department Expenses</b>	<b>709,358</b>	<b>6.70</b>	<b>709,358</b>	<b>6.70</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
24,496	25,383	25,000		6300	Charges for Services	75,000		75,000			
580,028	580,022	611,865		6310	Charges for Services-Rentals	650,000		650,000			
0	0	0		6990	Miscellaneous	0		0		0	
<b>604,524</b>	<b>605,405</b>	<b>636,865</b>			<b>Total Revenues</b>	<b>725,000</b>		<b>725,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
67,133	49,879	75,356			Expenditures less Revenues	15,642		15,642		(0)	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	GENERAL SERVICES	INFORMATION SERVICES		
Program Description:				
Information Services provides mainframe, personal computer and network support for all County departments. Services include the replacement of personal computers, software upgrades, computer maintenance, programming (Oracle/Access and custom), and network support. Also, Information Services is providing outside support to some cities and small special districts.				
Program Goals or Objectives:				
<div>1. Provide the County with a computer system that is technologically efficient and user friendly.</div> <div>2. Coordinate the information guidelines and standards for the County's departments.</div> <div>3. Attempt to lower costs associated with information processing and to increase user efficiency.</div>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
# of Personal Computer	350	425	450	475
Computer Supplies	9,359	8,388	10,000	10,000
Repairs & Maintenance	19,173	1,692	20,000	20,000
Computer Replacement	67,360	47,511	85,000	100,000
Programming	158,588	151,779	140,000	140,000
Software & Maintenance	0	115,862	75,000	130,000

Polk County  
Adopted Budget  
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Expenditures

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

FY 14-15	FY 15-16	FY 16-17		Acct.		FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
133,911	137,960	148,397	2.75	8030	Professional/Technical	203,976	3.88	203,976	3.88		
180,829	186,546	192,722	2.40	8040	Management/Supervisory	202,515	2.40	202,515	2.40		
2,400	2,400	4,200		8060	Elected Official	4,200		4,200			
0	0	0		8080	Temporary/Part-Time	0		0			
31,470	34,320	30,000		8090	Overtime	30,000		30,000			
<b>348,610</b>	<b>361,226</b>	<b>375,319</b>	<b>5.15</b>		<b>Total Salaries</b>	<b>440,691</b>	<b>6.28</b>	<b>440,691</b>	<b>6.28</b>	<b>0</b>	<b>0.00</b>
63,715	76,517	78,817		8110	PERS-Retirement	107,969		107,969		0	
26,306	27,204	28,712		8120	Social Security/Medicare	33,713		33,713		0	
64,571	68,758	96,820		8140	Insurance	124,344		124,344		0	
1,753	1,815	1,877		8150	Unemployment	2,203		2,203		0	
858	913	751		8160	Workers Compensation Ins.	881		881		0	
<b>505,813</b>	<b>536,433</b>	<b>582,296</b>	<b>5.15</b>		<b>Total Personal Services Expenditures</b>	<b>709,802</b>	<b>6.28</b>	<b>709,802</b>	<b>6.28</b>	<b>0</b>	<b>0.00</b>
669	617	1,500		8210	Office Supplies	1,500		1,500			
9,359	8,388	10,000		8220	Operating Supplies	10,000		10,000			
28	115,862	75,000		8240	Software & Maintenance	130,000		130,000			
67,360	23,346	85,000		8250	Small Tools & Minor Equipment	100,000		100,000			
0	0	100		8310	Advertising and Printing	100		100			
235	1,336	500		8320	Photocopying	500		500			
125	240	400		8330	Postage	400		400			
8,092	10,050	10,000		8340	Telephone	10,000		10,000			
250	660	200		8410	Dues, Memberships & Publications	200		200			
0	250	1,000		8420	Workshops and Conferences	1,000		1,000			
1,321	1,318	1,000		8430	Transportation	1,000		1,000			
17,470	7,419	2,500		8510	Professional Services	5,000		5,000			
158,588	151,779	140,000		8540	Contract Services	140,000		140,000			
0	0	0		8550	Contracts - Other Public Agencies	0		0			
19,173	1,692	20,000		8610	Repairs and Maintenance	20,000		20,000			
<b>282,670</b>	<b>322,957</b>	<b>347,200</b>			<b>Total Materials and Services</b>	<b>419,700</b>		<b>419,700</b>		<b>0</b>	
0	0	0		8946	Furniture and Fixtures	0		0		0	
0	24,165	0		8948	Computers and Attachments	0		0		0	
0	24,165	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>788,483</b>	<b>883,555</b>	<b>929,496</b>	<b>5.15</b>		<b>Total Department Expenses</b>	<b>1,129,502</b>	<b>6.28</b>	<b>1,129,502</b>	<b>6.28</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
0	0	0		6170	Intergovernmental Local	70,000		70,000			
837,285	896,801	930,000		6300	Charges for Services	955,000		955,000			
6,290	0	0		6750	Settlements	0		0		0	
0	698	0		6990	Miscellaneous	0		0		0	
<b>843,575</b>	<b>897,499</b>	<b>930,000</b>			<b>Total Revenues</b>	<b>1,025,000</b>		<b>1,025,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
55,092	13,944	504			Expenditures less Revenues	<b>(104,502)</b>		<b>(104,502)</b>		<b>(0)</b>	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
Management Services	General Services	G.I.S.		
Program Description:				
The G.I.S. program will support County departments with the input/update, display, analysis, and management of geographically referenced data including roads, zoning, tax lots, parcels, surveys, corners, plans, and demographics.				
Program Goals or Objectives:				
<div>1. Maintain all hardware, vendor software, and application software required by departments to effectively use and maintain their data.</div> <div>2. Integrate geographic data with existing and planned tabular and image database maintained by the County.</div> <div>3. Provide County decision makers and the public with user-friendly access to the GIS.</div> <div>4. Provide County decision makers with support information regarding GIS technology and how it can effectively support County business.</div> <div>5. Utilize land information presentation material in special projects (Regional Problem Solving, Highway #22 project, Measure #37 claims, Bridge Crossing, Water Projects, etc.).</div> <div>6. Integrate the use of GIS into our Search &amp; Rescue and Emergency Management programs.</div>				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Parcel Maps Automated	100%	100%	100%	100%
Public Counter Access	100%	100%	100%	100%
Parcel Map Updates	100	100	100	100
Contract Services	0	34,797	40,000	40,000

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

Polk County  
Adopted Budget  
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Expenditures

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
90,053	44,534	46,690	1.00	8030	Professional/Technical	54,000	1.00	54,000	1.00		
47,546	49,104	51,134	0.50	8040	Management/Supervisory	55,000	0.50	55,000	0.50		
0	0	0		8080	Temporary/Part-Time	0		0			
4,711	3,940	2,500		8090	Overtime	3,500		3,500			
<b>142,310</b>	<b>97,578</b>	<b>100,324</b>	<b>1.50</b>		<b>Total Salaries</b>	<b>112,500</b>	<b>1.50</b>	<b>112,500</b>	<b>1.50</b>	<b>0</b>	<b>0.00</b>
22,474	15,955	21,068		8110	PERS-Retirement	27,563		27,563		0	
10,348	7,153	7,675		8120	Social Security/Medicare	8,606		8,606		0	
38,859	25,144	28,200		8140	Insurance	29,700		29,700		0	
704	479	502		8150	Unemployment	563		563		0	
341	239	201		8160	Workers Compensation Ins.	225		225		0	
<b>215,036</b>	<b>146,548</b>	<b>157,969</b>	<b>1.50</b>		<b>Total Personal Services</b>	<b>179,156</b>	<b>1.50</b>	<b>179,156</b>	<b>1.50</b>	<b>0</b>	<b>0.00</b>
0	61	750		8210	Office Supplies	750		750			
289	152	1,500		8220	Operating Supplies	1,500		1,500			
10,000	16,455	15,000		8240	Software & Maintenance	16,000		16,000			
987	287	5,000		8250	Small Tools & Minor Equipment	5,000		5,000			
50	0	200		8310	Advertising and Printing	200		200			
26	1,646	100		8320	Photocopying	100		100			
0	5	100		8330	Postage	100		100			
1,712	1,471	1,500		8340	Telephone	1,500		1,500			
275	447	250		8410	Dues, Memberships & Publicatns	250		250			
1,552	3,601	2,000		8420	Workshops and Conferences	2,000		2,000			
0	371	0		8430	Transportation	0		0			
0	0	0		8510	Professional Services	0		0			
0	34,797	40,000		8540	Contract Services	40,000		40,000			
0	0	0		8580	Special Projects	0		0			
13,409	0	15,000		8610	Repairs and Maintenance	15,000		15,000			
<b>28,300</b>	<b>59,293</b>	<b>81,400</b>			<b>Total Materials and Services</b>	<b>82,400</b>		<b>82,400</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>243,336</b>	<b>205,841</b>	<b>239,369</b>	<b>1.50</b>		<b>Total Department Expenses</b>	<b>261,556</b>	<b>1.50</b>	<b>261,556</b>	<b>1.50</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
61,827	74,680	40,000		6130	State Operating Grants	40,000		40,000			
0	0	0		6170	Intergovernmental Local Government	0		0			
208,835	238,908	200,000		6300	Charges for Services	190,000		190,000			
0	0	0		6990	Miscellaneous	0		0		0	
<b>270,662</b>	<b>313,588</b>	<b>240,000</b>			<b>Total Revenues</b>	<b>230,000</b>		<b>230,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
27,326	107,747	631			Expenditures less Revenues	<b>(31,556)</b>		<b>(31,556)</b>		<b>(0)</b>	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	ADMINISTRATIVE OFFICER	FINANCE		
Program Description:				
The Finance Division operates as the central manager of the County's budgeting, accounting and payroll functions, and is responsible for preparing the annual budget and monitoring expenditures throughout the year. Gathering and recording financial data to be used by managers for decision-making, including preparation of monthly and annual financial reports. Monthly payroll for all County employees including preparation of all required monthly, quarterly and annual reports.				
Program Goals or Objectives:				
Prepare the annual budget in a timely fashion. Improve the budget document as a policy-making tool. Implement and maintain an integrated accounting system to produce useful and accurate information. Prepare and distribute the monthly expenditure and revenue reports by the 10th working day of the month. Process all payment vouchers within seven days after the end of the week in which they are received. Process monthly payroll by the last working day of the month. Maintain all payroll records in an accurate and timely basis.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Expenditures in Millions	47.4	49.8	66.3	69.2
Total FTE's	257	305	338	346
Total Vouchers Paid	18,112	19,432	20,000	20,500

**Polk County  
Adopted Budget  
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Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
128,688	133,657	153,703	2.90	8010	Clerical/Admin. Specialist	165,987	2.90	165,987	2.90		
0	0	56,250	0.75	8040	Management/Supervisory	57,600	0.80	57,600	0.80		
80,400	81,847	90,576	0.60	8050	Department Head	88,500	0.55	88,500	0.55		
37,974	40,002	0	0.00	8060	Elected Official	0	0.00	0	0.00		
0	0	500		8080	Temporary/Part-time	0		0			
9,745	12,144	10,000		8090	Overtime	12,000		12,000			
<b>256,807</b>	<b>267,650</b>	<b>311,029</b>	<b>4.25</b>		<b>Total Salaries</b>	<b>324,087</b>	<b>4.25</b>	<b>324,087</b>	<b>4.25</b>	<b>0</b>	<b>0.00</b>
47,262	57,124	65,316		8110	PERS-Retirement	79,401		79,401		0	
17,473	18,222	23,794		8120	Social Security/Medicare	24,793		24,793		0	
51,068	54,211	79,900		8140	Insurance	84,150		84,150		0	
1,086	1,132	1,555		8150	Unemployment	1,620		1,620		0	
618	668	622		8160	Workers Compensation Ins.	648		648		0	
<b>374,314</b>	<b>399,007</b>	<b>482,215</b>	<b>4.25</b>		<b>Total Personal Services</b>	<b>514,700</b>	<b>4.25</b>	<b>514,700</b>	<b>4.25</b>	<b>0</b>	<b>0.00</b>
363	167	500		8210	Office Supplies	500		500			
533	406	250		8220	Operating Supplies	250		250			
0	6,783	0		8240	Software & Maintenance	7,000		7,000			
0	1,942	500		8250	Small Tools & Minor Equipment	500		500			
2,880	3,471	2,500		8310	Advertising and Printing	2,500		2,500			
420	502	1,500		8320	Photocopying	1,500		1,500			
2,232	2,167	2,500		8330	Postage	2,500		2,500			
2,099	1,815	2,500		8340	Telephone	2,500		2,500			
19,818	38,768	25,000		8410	Dues, Memberships & Publicatns	25,000		25,000			
1,348	1,130	750		8420	Workshops and Conferences	750		750			
0	0	250		8430	Transportation	250		250			
13,146	0	7,500		8510	Professional Services	7,500		7,500			
37,485	40,715	45,000		8540	Contract Services	45,000		45,000			
24	0	200		8580	Special Projects	200		200			
0	0	200		8610	Repairs and Maintenance	200		200			
4,359	5,037	5,000		8740	Bank Charges	5,000		5,000			
0	0	0		8790	Misc. Department Expenses	0		0			
<b>84,707</b>	<b>102,903</b>	<b>94,150</b>			<b>Total Materials and Services</b>	<b>101,150</b>		<b>101,150</b>		<b>0</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>459,021</b>	<b>501,910</b>	<b>576,365</b>	<b>4.25</b>		<b>Total Department Expense</b>	<b>615,850</b>	<b>4.25</b>	<b>615,850</b>	<b>4.25</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
130	360	0		6300	Charges for Services	0		0		0	
1,985	730	0		6990	Miscellaneous	0		0		0	
<b>2,115</b>	<b>1,090</b>	<b>0</b>			<b>Total Revenues</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>Net Cost of Program</b>											
<b>456,906</b>	<b>500,820</b>	<b>576,365</b>			<b>Expenditures less Revenues</b>	<b>615,850</b>		<b>615,850</b>		<b>0</b>	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	ADMINISTRATIVE OFFICER	PERSONNEL		
Program Description:				
Provide personnel services and current labor relations services to County management and employees. Recommend revisions to the County personnel system. Apprise County management of significant trends in personnel management. Advise management in such areas as discipline, grievances, performance appraisal, and application of personnel rules, policies, and labor contracts. Train supervisors. Orient new employees. Revise and write new class specifications. Conduct salary surveys. Oversee recruitment, testing and selection of new and promoted employees. Oversee the County's Safety Committee, safety compliance, and conduct meetings. Manage Family and Medical Leave Act.				
Program Goals or Objectives:				
1. Successfully negotiate contracts with the County's four unions. 2. Provide guidance and training to supervisors and department heads in the hiring and firing process. 3. Conduct safety meetings and address safety issues. 4. Ensure recruitments are done properly and cost effectively.				
Descriptive Statistics:				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
Recruitments	50	100	75	75
Studies (salary surveys, personnel practices, etc.)	32	32	35	35
Negotiations	2	3	4	1

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

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
58,743	59,844	67,488	1.00	8030	Professional/Technical	69,000	1.00	69,000	1.00		
78,749	79,245	80,093	0.80	8040	Management/Supervisory	89,303	0.80	89,303	0.80		
22,005	29,762	30,192	0.20	8050	Department Head	32,100	0.20	32,100	0.20		
5,002	7,240	5,000		8090	Overtime	5,000		5,000			
<b>164,499</b>	<b>176,091</b>	<b>182,773</b>	<b>2.00</b>		<b>Total Salaries</b>	<b>195,403</b>	<b>2.00</b>	<b>195,403</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
32,840	40,734	38,382		8110	PERS-Retirement	47,874		47,874		0	
11,902	12,404	13,982		8120	Social Security/Medicare	14,948		14,948		0	
23,198	35,153	37,600		8140	Insurance	39,600		39,600		0	
815	860	914		8150	Unemployment	977		977		0	
396	427	366		8160	Workers Compensation Ins.	391		391		0	
<b>233,650</b>	<b>266,669</b>	<b>274,017</b>	<b>2.00</b>		<b>Total Personal Services</b>	<b>299,193</b>	<b>2.00</b>	<b>299,193</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
274	330	500		8210	Office Supplies	500		500			
96	0	0		8220	Operating Supplies	0		0			
14,625	11,363	7,500		8240	Software & Maintenance	10,000		10,000			
1,173	30	500		8250	Small Tools & Minor Equip.	500		500			
0	0	250		8310	Advertising and Printing	250		250			
1,532	1,680	1,750		8320	Photocopying	1,750		1,750			
1,116	1,083	1,250		8330	Postage	1,250		1,250			
1,341	1,687	1,000		8340	Telephone	1,000		1,000			
2,492	1,600	2,000		8410	Dues, Memberships & Publicatns	2,000		2,000			
411	558	750		8420	Workshops and Conferences	750		750			
0	0	0		8430	Transportation	0		0			
1,738	1,000	250		8510	Professional Services	250		250			
7,598	13,035	7,500		8540	Contract Services	10,000		10,000			
1,671	1,752	1,500		8580	Special Projects	2,000		2,000			
0	0	0		8750	Participation/Public Agencies	0		0			
0	0	0		8790	Misc. Department Expenses	0		0			
<b>34,067</b>	<b>34,118</b>	<b>24,750</b>			<b>Total Materials and Services</b>	<b>30,250</b>		<b>30,250</b>		<b>0</b>	
0	0	0		8946	Furniture and Fixtures	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>267,717</b>	<b>299,787</b>	<b>298,767</b>	<b>2.00</b>		<b>Total Department Expense</b>	<b>329,443</b>	<b>2.00</b>	<b>329,443</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
0	0	0		6300	Charges for Services	0		0		0	
0	1,189	0		6990	Miscellaneous	2,500		2,500		0	
<b>0</b>	<b>1,189</b>	<b>0</b>			<b>Total Revenues</b>	<b>2,500</b>		<b>2,500</b>		<b>0</b>	
<b>Net Cost of Program</b>											
<b>267,717</b>	<b>298,598</b>	<b>298,767</b>			<b>Expenditures less Revenues</b>	<b>326,943</b>		<b>326,943</b>		<b>0</b>	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES	COUNTY COUNSEL	COUNTY COUNSEL		
<b>Program Description:</b>				
County Counsel advises the County Board and operating departments on legal matters and preparing legal documents including Ordinances, Resolutions, Orders and contracts. Other duties include handling the County's litigation, land use proceedings, labor negotiations and grievances.				
<b>Program Goals or Objectives:</b>				
<div>1. Ensure all official documents are properly drafted and executed.</div> <div>2. Prosecute and defend legal actions involving the County and minimize potential liability and insurance claims.</div> <div>3. Provide sound legal advice to the Board of Commissioners and County employees concerning County business.</div> <div>4. Defend land use decisions of the Board.</div>				
<b>Descriptive Statistics:</b>				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
LUBA Cases Pending	1	1	2	1
Violations Prosecuted	4	4	10	10
Admin. Proceedings	8	8	8	8
Personnel Discussions	60+	60+	60+	60+
Negotiations	1	1	1	1
Contracts Reviewed	100+	100+	100+	100+

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

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

FY 14-15	FY 15-16	FY 16-17		Acct.		FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
<b>Expenditures</b>											
4,757	5,042	5,322	0.10	8010	Clerical/Admin. Specialist	5,600	0.10	5,600	0.10		
74,393	77,466	80,500	0.75	8050	Department Head	85,929	0.75	85,929	0.75		
0	1,437	0		8090	Overtime	1,500		1,500			
79,150	83,945	85,822	0.85		<b>Total Salaries</b>	93,029	0.85	93,029	0.85	0	0.00
11,509	13,300	18,023		8110	PERS-Retirement	22,792		22,792		0	
5,876	6,222	6,566		8120	Social Security/Medicare	7,117		7,117		0	
13,496	15,038	15,980		8140	Insurance	16,830		16,830		0	
385	408	429		8150	Unemployment	465		465		0	
93	98	172		8160	Workers Compensation Ins.	186		186		0	
110,509	119,011	126,991	0.85		<b>Total Personal Services</b>	140,419	0.85	140,419	0.85	0	0.00
11	24	100		8210	Office Supplies	100		100			
282	0	0		8220	Operating Supplies	0		0			
0	240	0		8250	Small Tools & Minor Equipment	0		0			
84	85	250		8320	Photocopying	250		250			
107	56	250		8330	Postage	250		250			
2,253	2,247	2,000		8340	Telephone	2,000		2,000			
626	617	3,000		8410	Dues, Memberships & Publicatns	3,000		3,000			
1,092	918	1,500		8420	Workshops and Conferences	1,500		1,500			
0	0	0		8510	Professional Services	0		0			
0	0	2,500		8540	Contract Services	2,500		2,500			
0	0	0		8610	Repairs and Maintenance	0		0			
4,455	4,187	9,600			<b>Total Materials and Services</b>	9,600		9,600		0	
0	0	0		8946	Furniture and Fixtures	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	0		0		0	
114,964	123,198	136,591	0.85		<b>Total Department Expense</b>	150,019	0.85	150,019	0.85	0	0.00
<b>Revenues</b>											
12,131	12,000	14,000		6300	Charges for Services	12,000		12,000			
12,131	12,000	14,000			<b>Total Revenues</b>	12,000		12,000		0	
<b>Net Cost of Program</b>											
102,833	111,198	122,591			Expenditures less Revenues	138,019		138,019		0	
4,019,356	4,695,215	5,334,365	29.55		<b>Total Fund Requirements</b>	5,992,000	32.18	5,992,000	32.18	2	0.00
4,583,145	5,422,132	5,334,365			<b>Total Fund Resources</b>	5,992,000		5,992,000		0	
563,789	726,917	0	29.55		<b>Net Fund Balance</b>	(0)	32.18	(0)	32.18	(2)	0.00

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
MANAGEMENT SERVICES FUND	BOARD OF COMMISSIONERS			
Program Description:				
ORS 203.310 states "Each county is a body politic and corporate for the following purposes: (1) to sue and be sued; (2) to purchase and hold for the use of the county, lands lying within its own limits and any personal estate; (3) to make all necessary contracts; and (4) to do all other necessary acts in relation to the property concerns of the county." The Board of Commissioners is the..."representative body vested with legislative power by statutes...and...may be Ordinance exercise authority with the county over matters of county concern, to the fullest extent allowed by the constitution."				
Program Goals or Objectives:				
Make public policy and manage county affairs in an open and efficient manner. Manage county assets in a responsible manner to enhance their value and benefit to Polk County citizens. Provide essential and mandated county programs in accordance with the wishes of the citizens of the county.				
Descriptive Statistics:				
Indicator	Actual 2014	Actual 2015	Actual 2016	Projected 2017
Orders Adopted	8	22	18	10
Ordinances Adopted	7	3	4	5
Resolutions Adopted	11	15	15	15
Contracts Negotiated	208	195	217	200
Public Hearings Held	9	9	5	6

Polk County  
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Expenditures

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

FY 14-15	FY 15-16	FY 16-17		Acct.		FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
<b>Expenditures</b>											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
210,996	210,996	223,036	3.00	8060	Elected Official	231,957	3.00	231,957	3.00		
0	0	0		8080	Temporary/Part-Time	0		0			
0	0	0		8080	Overtime	0		0			
<b>210,996</b>	<b>210,996</b>	<b>223,036</b>	<b>3.00</b>		<b>Total Salaries</b>	<b>231,957</b>	<b>3.00</b>	<b>231,957</b>	<b>3.00</b>	<b>0</b>	<b>0.00</b>
35,202	39,910	46,838		8110	PERS-Retirement	56,829		56,829		0	
16,275	16,225	17,062		8120	Social Security/Medicare	17,745		17,745		0	
22,015	23,957	24,000		8140	Insurance	25,500		25,500		0	
0	0	0		8150	Unemployment	0		0		0	
508	526	491		8160	Workers Comp. Insurance	510		510		0	
<b>284,996</b>	<b>291,614</b>	<b>311,427</b>	<b>3.00</b>		<b>Total Personal Services</b>	<b>332,542</b>	<b>3.00</b>	<b>332,542</b>	<b>3.00</b>	<b>0</b>	<b>0.00</b>
840	660	750		8210	Office Supplies	500		500			
1,026	270	1,000		8220	Operating Supplies	750		750			
0	35	0		8240	Software & Maintenance	0		0			
0	541	0		8250	Small Tools & Minor Equipment	0		0			
129	128	500		8310	Advertising and Printing	500		500			
1,520	1,363	1,000		8320	Photocopying	1,500		1,500			
305	171	500		8330	Postage	500		500			
3,178	3,749	3,200		8340	Telephone	3,500		3,500			
0	0	0		8410	Dues, Memberships & Publicatns	0		0			
4,492	5,832	5,000		8420	Workshops and Conferences	5,000		5,000			
18	0	0		8430	Transportation	0		0		0	
0	72	0		8610	Repairs & Maintenance	0		0		0	
<b>11,508</b>	<b>12,821</b>	<b>11,950</b>			<b>Total Materials and Services</b>	<b>12,250</b>		<b>12,250</b>		<b>-</b>	
0	0	0		8948	Computers and Attachments	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>296,504</b>	<b>304,435</b>	<b>323,377</b>	<b>3.00</b>		<b>Total Department Expenses</b>	<b>344,792</b>	<b>3.00</b>	<b>344,792</b>	<b>3.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
90	360	0		6300	Charges for Services	0		0		0	
0	0	0		6990	Miscellaneous	0		0		0	
<b>90</b>	<b>360</b>	<b>0</b>			<b>Total Revenues</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>Net Cost of Program</b>											
296,414	304,075	323,377			Expenditures less Revenue	344,792		344,792		0	



# INTEROFFICE MEMORANDUM

POLK COUNTY COURTHOUSE

**TO: BUDGET COMMITTEE**

**FROM: GREG HANSEN, BUDGET OFFICER**

**DATE: MARCH 23, 2017**

**SUBJECT: BUILDING IMPROVEMENT FUND**

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

Location	Item	Cost
Historic Courthouse	Main Lobby Floor	\$250,000 (levy)
Historic Courthouse	Window Replacement	\$600,000 (levy)
Historic Courthouse	Carpet Replacement	\$ 10,000 completed
Historic Courthouse	HVAC	\$350,000 (levy)
Historic Courthouse	Outside Cleaning/Painting	\$350,000 (levy)
Historic Courthouse	Roof repair	\$ 50,000 (levy)
Courthouse	Carpet Replacement	\$ 30,000 completed
Courthouse	Outside Cleaning/Painting	\$350,000 (levy)
Courthouse	Window Replacement	\$500,000 (levy)
Courthouse	Roof Replacement	\$250,000 (levy)
Courthouse	Elevator	\$200,000 (levy)
Courthouse	HVAC	\$500,000 (levy)
Courthouse	Security/Electrical	\$450,000 (levy)
Courthouse	Emergency Generator	\$ 75,000 (levy)
Complex	Miscellaneous Remodel	\$750,000 (levy)
Architect	Fees	\$500,000 (levy)
Contingency	10%	\$600,000 (levy)
Overhead/Profit	General Contractor Costs	\$500,000 (levy)
Academy Building	Window Replacement	\$200,000 completed
Academy Building	Outside Cleaning/Painting	\$ 80,000 completed
Academy Building	Re-roof	\$225,000 completed
Academy Building	Interior Remodel	\$500,000 completed
Academy Building	HVAC Upgrades/replacement	\$250,000 completed

**Total**

\$6,000,000 - \$6,500,000 in projects  
Courthouse Complex

## Proposed Projects 2017-2018

Sidewalk replacement/minor repairs	\$35,000
Architect	\$ 5,000
Miscellaneous (grounds/parking)	\$25,000

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

Polk County  
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Expenditures

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0		8050	Department Head	0		0		0	
0	0	0		8090	Overtime	0		0		0	
0	0	0	0.00		<b>Total Salaries</b>	0	0.00	0	0.00	0	0.00
0	0	0		8110	PERS-Retirement	0		0		0	
0	0	0		8120	Social Security/Medicare	0		0		0	
0	0	0		8140	Insurance	0		0		0	
0	0	0		8150	Unemployment	0		0		0	
0	0	0		8160	Workers Compensation Ins.	0		0		0	
0	0	0	0.00		<b>Total Personal Services</b>	0	0.00	0	0.00	0	0.00
834	0	5,000		8250	Small Tools & Minor Equipment	5,000		5,000			
956	0	2,620		8510	Professional Services	3,120		3,120			
0	0	0		8540	Contract Services	0		0			
0	3,804	0		8610	Repairs and Maintenance	0		0			
0	0	0		8710	Loan Repayment	0		0			
125,000	130,000	135,000		9520	COP Principal Payment	140,000		140,000			
77,155	72,680	67,380		9530	COP Interest	61,880		61,880			
203,945	206,484	210,000			<b>Total Materials and Services</b>	210,000		210,000		0	
2,183	0	50,000		8920	Buildings	50,000		50,000			
2,183	0	50,000			<b>Total Capital Outlay</b>	50,000		50,000		0	
206,128	206,484	260,000			<b>Total Department Expense</b>	260,000		260,000		0	

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17	Acct.	FY 17-18	FY 17-18	FY 17-18
Actual	Actual	Adopted	Num.	Requested	Proposed	Approved
0	2,407	0	8250	0	0	
3,442	35,983	30,000	8510	25,000	25,000	
8,496	12,806	10,000	8610	65,000	65,000	
0	0	0	8790	0	0	
11,938	51,196	40,000		90,000	90,000	0
			<b>Total Materials and Services</b>			
80,145	6,984	500,000	8920	450,000	450,000	
0	47,781	0	8930	50,000	50,000	0
80,145	54,765	500,000		500,000	500,000	0
			<b>Total Capital Outlay</b>			
92,083	105,961	540,000		590,000	590,000	0
			<b>Total Department Expenses</b>			
			<b>Revenues</b>			
(1,153,608)	(1,107,661)	0	6000	0	0	0
12,000	0	0	6130	0	0	0
56,814	0	0	6170	0	0	0
344	0	0	6990	0	0	0
0	0	0	7910	0	0	0
275,000	750,000	800,000	7920	850,000	850,000	0
(809,450)	(357,661)	800,000		850,000	850,000	0
			<b>Total Revenues</b>			
			<b>Net Cost of Program</b>			
1,107,661	670,106	0	Expenditures less Revenues	0	0	0
			<b>Total Fund Requirements</b>	850,000	850,000	0
			<b>Total Fund Resources</b>	850,000	850,000	0
			<b>Net Fund Balance</b>	0	0.00	0 0.00

## **FACILITIES MAINTENANCE BOND**

<b>Purpose</b>	Facilities maintenance bond to address maintenance on existing facilities. Bond is not intended for new construction.
<b>Proposed Election</b>	May 16, 2007
<b>Term of the Bond</b>	10 years
<b>Proposed Amount</b>	\$10,000,000
<b>Year #1</b>	\$0.22/\$1,000 assessed value
<b>Life of the Bond</b>	Less than \$0.20/\$1,000 assessed value  The new tax rate will replace the \$0.52/\$1,000 assessed value tax rate for the 2006 Road Bond  The cost to the taxpayer that owns a house with an assessed value of \$250,000 will pay less than \$50/year for the life of the bond.
<b>Current Status</b>	Filed with the County Clerk on March 14, 2017.

### **FAIRGROUNDS (specific)**

**Of the \$10 million proposed bond, the Fairgrounds is earmarked for \$1.5 million to address the Main Building and the parking lot/pedestrian walkways. This does not address the Arts and Crafts Building or any other buildings on the Fairgrounds.**

**Note: The Board of Commissioners have already approved monies for an emergency generator and a caretakers residence outside of the bond monies.**

	2016 Analysis Report	Inflation Factor (5% inflation) construction	2017 cost estimates	Recommended Bond Amount
<b>Courthouse (Historic)</b>	\$2,705,000	1.05	\$2,840,250	\$ 2,800,000
exterior repair, window replacement, ADA restrooms, roof repair, tile floor repair, carpet replacement, wood replacement/repair, other ADA repairs, HVAC upgrades				
<b>Courthouse (Annex)</b>	\$ 3,509,000	1.05	\$3,684,450	\$ 3,700,000
exterior repair, window replacement, ADA upgrades, elevator(s) replacement, new roof, carpet replacement, HVAC upgrades, sidewalks, parking lot, courthouse lawn				
<b>Courthouse Complex (Security/Safety)</b>	\$ 600,000 *	1.05	\$630,000	\$ 500,000
security camera upgrades, emergency generator relocation door entry replacement, minor seismic upgrades				
<b>County Jail</b>	\$ 466,000	1.05	\$489,300	\$ 450,000
roof replacement, minor repairs				
<b>Academy Building</b>	\$ 150,000 *		\$150,000	\$ 150,000
parking lot repair, sidewalks, landscaping				
<b>Public Works</b>	\$ 500,000 *	1.05	\$525,000	\$ 500,000
interior remodel, fire/life/safety upgrades, exterior repairs HVAC replacement				
<b>Fairgrounds (Main Building)</b>	\$ 1,220,000	1.05	\$1,281,000	\$ 1,100,000
work includes roof replacement, floor replacement, exterior repair, restrooms ADA compliance, kitchen upgrades, concrete repairs, concession area				
<b>Fairgrounds (Arts &amp; Crafts)</b>	\$ 400,000	1.05	\$420,000	\$ -
restroom upgrades, kitchen upgrade, roof replacement, exterior repair, concrete repairs				
<b>Fairgrounds (parking/walk paths)</b>	\$ 400,000 *		\$ 400,000	\$ 400,000
pathway replacement, asphalt overlays, drainage upgrades, expansion of asphalt				
<b>Contingency (4% to 5%)</b>	\$ 450,000		\$ 550,000	\$ 400,000
<b>Total with Contingency</b>	\$10,400,000		\$10,970,000	\$ 10,000,000

\* Items of need not addressed in 2016 Facility Analysis

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

219 Facilities Bond Fund	(Fund)
648 Facilities Bond Improvements	(Divn)
810 General Services	(Dept)

FY 14-15	FY 15-16	FY 16-17	Acct.			FY 17-18		FY 17-18		FY 17-18	
Actual	Actual	Adopted	FTE	Num.	Description	Requested	FTE	Proposed	FTE	Approved	FTE
Expenditures											
0	0	0	0.00	8010	Clerical/ Admin. Specialist	0	0.00	0	0.00		
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
0	0	0	0.00	8040	Management/Supervisory	24,000	0.20	24,000	0.20		
0	0	0	0.00	8050	Department Head	16,000	0.10	16,000	0.10		
0	0	0		8080	Temporary Part-time	0		0			
0	0	0		8090	Overtime	0		0			
0	0	0	0.00		Total Salaries	40,000	0.30	40,000	0.30	0	0.00
0	0	0		8110	PERS-Retirement	9,200		9,200		0	
0	0	0		8120	Social Security/Medicare	3,060		3,060		0	
0	0	0		8140	Insurance	5,640		5,640		0	
0	0	0		8150	Unemployment	200		200		0	
0	0	0		8160	Workers Comp. Insurance	120		120		0	
0	0	0	0.00		Total Personal Services	58,220	0.30	58,220	0.30	0	0.00
0	0	0		8210	Office Supplies	0		0			
0	0	0		8220	Operating Supplies	0		0			
0	0	0		8250	Small Tools & Minor Equipment	0		0			
0	0	0		8310	Advertising and Printing	0		0			
0	0	0		8320	Photocopying	0		0			
0	0	0		8330	Postage	0		0			
0	0	0		8340	Telephone	0		0			
0	0	0		8410	Dues, Memberships & Publications	0		0			
0	0	0		8510	Professional Services	200,000		200,000			
0	0	0		8540	Contract Services	0		0			
0	0	0		8580	Special Projects	0		0			
0	0	0		8636	Crushed Rock	0		0			
0	0	0		8660	Rentals	0		0			
0	0	0		8830	Management Services Interdept.	13,780		13,780			
0	0	0		8840	Information Services Interdept.	3,000		3,000			
0	0	0			Total Materials and Services	216,780		216,780		0	
0	0	0		8910	Land	0		0		0	
0	0	0		8920	Buildings/Roads	3,000,000		3,000,000			
0	0	0			Total Capital Outlay	3,000,000		3,000,000		0	
0	0	0		9990	Contingency	7,600,000		7,600,000		0	
0	0	0			Total Contingency	7,600,000		7,600,000		0	
0	0	0	0.00		Total Department Expenses	10,875,000	0.30	10,875,000	0.30	0	0.00
Revenues											
0	0	0		6000	Beginning Balance	0		0			
0	0	0		7200	Bond Proceeds	10,750,000		10,750,000			
0	0	0		6800	Interest Income	125,000		125,000			
0	0	0		6990	Miscellaneous	0		0			
0	0	0			Total Revenues	10,875,000		10,875,000		0	
Net Cost of Program											
0	0	0			Expenditures less Revenue	0		0		0	

**Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Revenue**

210 Public Works	(Fund)
Revenue for all departments	

FY 14-15	FY 15-16	FY 16-17	Divn	Acct.		FY 17-18	FY 17-18	FY 17-18	
Actual	Actual	Adopted	Num.	Num.	Description	Requested	Proposed	Approved	Division
Revenues									
1,062,835	1,126,627	1,000,000	610	6000	Beginning Fund Balance	1,575,000	1,575,000		Administration
41,436	38,063	45,000	610	6300	Charges for Services	45,000	45,000		Administration
1,362	4,303	2,000	610	6800	Interest Income	7,500	7,500		Administration
1,740	0	0	610	6990	Miscellaneous	0	0		Administration
1,773	0	0	610	7100	Proceeds from Sale of Assets	0	0		Administration
89,128	108,936	110,000	620	6300	Charges for Services	110,000	110,000		County Shops
250	0	0	620	6990	Miscellaneous	0	0		County Shops
0	2,346	0	620	7100	Proceeds from Sale of Assets	0	0		County Shops
0	15,068	0	630	6110	Federal Awards	25,000	25,000		Road Maintenance
99,063	117,071	100,000	630	6120	Federal Payment in Lieu of Tax	110,000	110,000		Road Maintenance
7,740	0	0	630	6130	State Operating Grant	0	0		Road Maintenance
278,244	296,771	300,000	630	6140	State Shared Revenues	300,000	300,000		Road Maintenance
4,286,854	4,508,411	4,500,000	630	6142	State Shared Rev.-Gas Tax	4,750,000	4,750,000		Road Maintenance
157,949	140,556	150,000	630	6300	Charges for Services	100,000	100,000		Road Maintenance
0	11,775	0	630	6750	Settlements	0	0		Road Maintenance
19	71	0	630	6990	Miscellaneous	0	0		Road Maintenance
1,024	9,773	0	630	7100	Proceeds from Sale of Assets	10,000	10,000		Road Maintenance
39,768	63	80,000	630	7910	Transfer General Fund	80,000	80,000		Road Maintenance
265,213	0	0	640	6140	State Shared Revenues	0	0		Road Construction
43,302	45,539	45,000	640	6142	State Shared Rev-Bike Paths	48,000	48,000		Road Construction
60,000	0	0	640	6170	Intergovernmental Local Gov	0	0		Road Construction
40,000	0	0	640	6300	Charges for Services	0	0		Road Construction
74,965	94,749	66,000	650	6300	Charges for Services	72,000	72,000		Survey
0	0	0	650	6990	Miscellaneous	0	0		Survey
12,000	10,396	7,500	655	6300	Charges for Services	10,000	10,000		Engineering
0	0	0	655	6990	Miscellaneous	0	0		Engineering
<b>6,564,665</b>	<b>6,530,518</b>	<b>6,405,500</b>	<b>Fund Total</b>			<b>7,242,500</b>	<b>7,242,500</b>	<b>0</b>	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION			
Public Works	Public Works	Administration			
Program Description:					
Administrative support services of the department including purchasing, customer service, accounts payable, and accounts receivable.					
Program Goals or Objectives:					
<ul style="list-style-type: none"><li>• Process administrative and fiscal matters in an expeditious and professional manner.</li><li>• Respond to citizen inquiries.</li><li>• Maintain administrative and road files.</li><li>• Maintain computer database and assist other sections in increasing administrative efficiency.</li></ul>					
Descriptive Statistics:					
Indicator - Calendar Year	2013-14	2014-15	2015-16	Estimated 2016-17	Projected 2017-18
Service Request Entries	216	277	310	450	500
Adopt-A-Road	76	73	79	73	75
Private Maintenance Renewals	58	59	61	51	50
Dust Control	68	67	50	47	50
Annual Oversize Permits	1039	1017	1018	1010	1020

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
42,333	43,023	44,213	1.00	8010	Clerical/Admin. Specialist	45,000	1.00	45,000	1.00		
47,787	50,633	53,445	1.00	8040	Management/Supervisory	57,422	1.00	57,422	1.00		
94,461	98,190	104,965	0.90	8050	Department Head	110,554	0.90	110,554	0.90		
0	0	500		8080	Temporary/Part-Time	0		0			
5,532	3,333	6,000		8090	Overtime	6,000		6,000			
<b>190,113</b>	<b>195,179</b>	<b>209,123</b>	<b>2.90</b>		<b>Total Salaries</b>	<b>218,976</b>	<b>2.90</b>	<b>218,976</b>	<b>2.90</b>	<b>0</b>	<b>0.00</b>
29,035	33,947	43,916		8110	PERS-Retirement	52,554		52,554		0	
14,095	14,464	15,998		8120	Social Security/Medicare	16,752		16,752		0	
47,058	50,439	54,520		8140	Insurance	57,420		57,420		0	
934	962	1,046		8150	Unemployment	1,095		1,095		0	
455	490	439		8160	Workers Comp. Insurance	460		460		0	
<b>281,690</b>	<b>295,481</b>	<b>325,042</b>	<b>2.90</b>		<b>Total Personal Services</b>	<b>347,257</b>	<b>2.90</b>	<b>347,257</b>	<b>2.90</b>	<b>0</b>	<b>0.00</b>
2,527	1,687	3,000		8210	Office Supplies	3,000		3,000			
95	0	0		8220	Operating Supplies	0		0			
2,817	1,295	2,000		8250	Small Tools & Minor Equipment	2,000		2,000			
437	783	1,000		8310	Advertising and Printing	1,000		1,000			
3,437	4,684	2,500		8320	Photocopying	2,500		2,500			
792	547	1,100		8330	Postage	1,100		1,100			
9,030	8,688	11,000		8340	Telephone	10,000		10,000			
10,147	10,192	12,000		8350	Utilities	12,000		12,000			
2,792	5,110	3,000		8410	Dues, Memberships & Publications	3,000		3,000			
752	822	1,500		8420	Workshops and Conferences	1,500		1,500			
0	0	250		8430	Transportation	250		250			
16,258	10,659	15,000		8510	Professional Services	15,000		15,000			
0	0	0		8540	Contract Services	0		0			
34,640	33,150	25,000		8610	Repairs and Maintenance	25,000		25,000			
0	0	0		8614	Vehicle Maint. - Gen. Services	0		0			
0	0	0		8720	Finance Charges	0		0			
62,500	65,000	70,000		8820	Insurance Interdepartmental	76,000		76,000			
171,749	176,546	174,941		8830	Management Services Interdept.	164,055		164,055			
76,011	81,187	76,488		8840	Information Services Interdept	75,182		75,182			
<b>393,984</b>	<b>400,350</b>	<b>398,779</b>			<b>Total Materials and Services</b>	<b>391,587</b>		<b>391,587</b>		<b>0</b>	
8,410	0	10,000		8920	Buildings	10,000		10,000			
0	0	0		8944	Vehicles	0		0		0	
0	0	0		8948	Computers & Attachments	0		0		0	
<b>8,410</b>	<b>0</b>	<b>10,000</b>			<b>Total Capital Outlay</b>	<b>10,000</b>		<b>10,000</b>		<b>0</b>	
0	0	525,176		9990	Contingency	592,214		592,214			
<b>0</b>	<b>0</b>	<b>525,176</b>			<b>Total Contingency</b>	<b>592,214</b>		<b>592,214</b>		<b>0</b>	
<b>684,084</b>	<b>695,831</b>	<b>1,258,997</b>	<b>2.90</b>		<b>Total Department Expenses</b>	<b>1,341,058</b>	<b>2.90</b>	<b>1,341,058</b>	<b>2.90</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
1,062,835	1,126,627	1,000,000		6000	Beginning Fund Balance	1,575,000		1,575,000			
0	0	0		6130	State Operating Grants	0		0			
41,436	38,063	45,000		6300	Charges for Services	45,000		45,000			
1,362	4,303	2,000		6800	Interest Income	7,500		7,500			
1,740	0	0		6990	Miscellaneous	0		0			
1,763	0	0		7100	Proceeds from Sale of Assets	0		0			
<b>1,109,136</b>	<b>1,168,993</b>	<b>1,047,000</b>			<b>Total Revenues</b>	<b>1,627,500</b>		<b>1,627,500</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(425,052)	(473,162)	211,997			Expenditures less Revenue	(286,442)		(286,442)		0	

## POLK COUNTY PROGRAM SUMMARY

FUND	DEPARTMENT			DIVISION	
Public Works	Public Works			Shop	
Program Description:					
Maintenance of County owned vehicles and equipment. Includes minor and major services; repairs to tires and operating systems; and oversight of outside repair and part services.					
Responsible for control and monitoring of County fuel usage and requirements.					
Maintain preventative maintenance program and respond to road service calls as needed.					
Program Goals or Objectives:					
<ul style="list-style-type: none"><li>Expedite repairs and service of County fleet while insuring maximum utilization of resources.</li><li>Troubleshoot and diagnose vehicle and equipment problems to minimize downtime.</li><li>Maintain effective preventive maintenance program to insure that all vehicles are in operable condition as often as possible.</li></ul>					
Descriptive Statistics:					
Indicator	Actual 13-14	Actual 14-15	Actual 15-16	Estimate 16-17	Projected 17-18
Repairs & Maintenance	172,729	181,674	178,542	191,171	180,000
Vehicles Maintenance - Sheriff	15,461	6,464	15,101	15,732	15,000
Vehicles Maintenance - Motor Pool	4,719	10,216	10,252	9,641	10,00
Total number of mechanics	3	3	3	3	3
Revenue	109,796	89,388	111,282	103,599	110,000

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
98,940	93,735	153,244	2.00	8020	Laborer	100,356	2.00	100,356	2.00		
51,666	49,519	0	1.00	8040	Management/Supervisory	57,136	1.00	57,136	1.00		
0	0	0		8080	Temporary/Part-Time	0		0			
1,150	8,797	2,500		8090	Overtime	7,500		7,500			
<b>151,756</b>	<b>152,051</b>	<b>155,744</b>	<b>3.00</b>		<b>Salaries</b>	<b>164,992</b>	<b>3.00</b>	<b>164,992</b>	<b>3.00</b>	<b>0</b>	<b>0.00</b>
29,941	34,362	32,706		8110	PERS-Retirement	39,598		39,598		0	
10,742	10,838	11,914		8120	Social Security/Medicare	12,622		12,622		0	
47,248	47,119	56,400		8140	Insurance	59,400		59,400		0	
759	760	779		8150	Unemployment	825		825		0	
3,960	3,779	4,672		8160	Workers Comp. Insurance	4,950		4,950		0	
<b>244,406</b>	<b>248,909</b>	<b>262,216</b>	<b>3.00</b>		<b>Total Personal Services</b>	<b>282,387</b>	<b>3.00</b>	<b>282,387</b>	<b>3.00</b>	<b>0</b>	<b>0.00</b>
0	0	0		8210	Office Supplies	0		0			
5,446	2,905	2,500		8220	Operating Supplies	2,500		2,500			
0	0	500		8225	Fuels and Lubricants	500		500			
8,145	989	3,000		8250	Small Tools & Minor Equipment	3,000		3,000			
0	0	0		8330	Postage	0		0			
392	0	0		8350	Utilities	0		0			
1,258	1,188	2,000		8420	Workshops & Conferences	2,000		2,000			
0	132	500		8510	Professional Services	500		500			
3,589	4,890	1,500		8540	Contract Services	1,500		1,500			
0	1,497	1,500		8580	Special Projects	1,500		1,500			
181,674	178,542	180,000		8610	Repairs and Maintenance	180,000		180,000			
6,464	15,100	15,000		8612	Vehicle Maint.-Sheriff	15,000		15,000			
10,216	10,252	10,000		8614	Vehicle Maint.-General Serv.	10,000		10,000			
0	0	0		8631	Bridge Maintenance	0		0			
<b>217,184</b>	<b>215,495</b>	<b>216,500</b>			<b>Total Materials and Services</b>	<b>216,500</b>		<b>216,500</b>		<b>0</b>	
0	0	5,000		8942	Machinery	5,000		5,000			
0	0	0		8944	Vehicles	0		0		0	
<b>0</b>	<b>0</b>	<b>5,000</b>			<b>Total Capital Outlay</b>	<b>5,000</b>		<b>5,000</b>		<b>0</b>	
<b>461,590</b>	<b>464,404</b>	<b>483,716</b>	<b>3.00</b>		<b>Total Department Expense</b>	<b>503,887</b>	<b>3.00</b>	<b>503,887</b>	<b>3.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
89,128	108,936	110,000		6300	Charges for Services	110,000		110,000			
0	0	0		6750	Settlements	0		0		0	
250	0	0		6990	Micellaneous	0		0		0	
10	2,346	0		7100	Proceeds from Sale of Assets	0		0		0	
<b>89,388</b>	<b>111,282</b>	<b>110,000</b>			<b>Total Revenues</b>	<b>110,000</b>		<b>110,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
372,202	353,122	373,716			Expenditures less Revenue	393,887		393,887		0	

## POLK COUNTY PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION				
Public Works	Public Works	Road Maintenance				
Program Description:						
Maintain County road system, including paved and gravel roads, bridges, culverts, signs and roadside.						
Maintain County’s roadside vegetation programs.						
Program Goals or Objectives:						
<ul style="list-style-type: none"><li>• Maintain gravel and paved roads to control washboard, rutting, cracking, and potholing.</li><li>• Repair bridges to ensure safe conditions.</li><li>• Accomplish ditching and culvert cleaning.</li><li>• Replace poor signs to ensure visibility and safety of motorists.</li></ul>						
Descriptive Statistics:						
Indicator	630	Actual 13-14	Actual 14-15	Actual 15-16	Estimate 16-17	Projected 17-18
Operating Supplies	8220	211,033	247,801	297,074	281,689	260,000
Fuels & Lubricants	8225	305,306	201,068	165,256	219,206	175,000
Small Tool/Equip	8250	2,752	9,069	6,726	2,720	7,500
Contract Services	8540	210,721	230,769	137,311	232,051	225,000
Road Maintenance	8630	189,771	135,482	57,746	141,071	150,000
Bridge Maintenance	8631	10,165	13,061	5,664	9,996	60,000
Chip Seals	8632	440,811	861,539	969,259	680,391	600,000
Asphalt	8634	122,520	100,250	53,544	500,000	525,000
Crushed Rock	8636	293,958	303,900	337,807	413,574	425,000
Rentals	8660	8,032	9,306	5,036	9,228	10,000

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
506,661	541,481	566,773	11.00	8020	Laborer	635,839	12.00	635,839	12.00		
82,751	100,926	101,904	1.00	8040	Management/Supervisory	107,958	1.00	107,958	1.00		
34,916	22,946	30,000		8080	Temporary/Part-Time	30,000		30,000			
42,025	37,060	45,000		8090	Overtime	45,000		45,000			
<b>666,353</b>	<b>702,413</b>	<b>743,677</b>	<b>12.00</b>		<b>Salaries</b>	<b>818,797</b>	<b>13.00</b>	<b>818,797</b>	<b>13.00</b>	<b>0</b>	<b>0.00</b>
105,252	132,524	149,872		8110	PERS-Retirement	196,511		196,511		0	
48,965	51,893	56,891		8120	Social Security/Medicare	62,638		62,638		0	
178,497	197,803	225,600		8140	Insurance	257,400		257,400		0	
3,342	3,502	3,718		8150	Unemployment	4,094		4,094		0	
43,600	47,991	52,057		8160	Workers Comp. Insurance	57,316		57,316		0	
<b>1,046,009</b>	<b>1,136,126</b>	<b>1,231,816</b>	<b>12.00</b>		<b>Total Personal Services</b>	<b>1,396,756</b>	<b>13.00</b>	<b>1,396,756</b>	<b>13.00</b>	<b>0</b>	<b>0.00</b>
419	0	500		8210	Office Supplies	500		500			
247,801	297,074	250,000		8220	Operating Supplies	260,000		260,000			
201,068	165,256	225,000		8225	Fuels & Lubricants	225,000		225,000			
0	6,850	0		8240	Software & Maintenance	0		0			
9,069	6,726	7,500		8250	Small Tools & Minor Equip	7,500		7,500			
0	0	500		8310	Advertising & Printing	500		500			
2,574	3,468	2,500		8340	Telephone	2,500		2,500			
16,152	15,603	20,000		8350	Utilities	20,000		20,000			
0	0	0		8410	Dues, Memberships & Publications	0		0			
3,072	740	2,000		8420	Workshops and Conferences	2,000		2,000			
3,501	1,463	5,000		8510	Professional Services	5,000		5,000			
0	0	0		8520	Medical Care	0		0			
230,769	137,311	275,000		8540	Contract Services	275,000		275,000			
0	0	0		8580	Special Projects	0		0			
4,170	868	5,000		8610	Repairs & Maintenance	5,000		5,000			
0	0	0		8614	Vehicle Maint. - Gen. Svcs.	0		0			
250	182	0		8616	Vehicle Set-up	0		0			
135,482	57,746	175,000		8630	Road Maintenance	150,000		150,000			
13,061	5,664	40,000		8631	Bridge Maintenance	40,000		40,000			
861,539	969,259	900,000		8632	Chip Seals	600,000		600,000			
23,900	0	50,000		8633	Slide Repair	50,000		50,000			
100,250	53,544	225,000		8634	Asphalt	900,000		900,000			
303,900	337,807	375,000		8636	Crushed Rock	400,000		400,000			
9,306	5,034	10,000		8660	Rentals	10,000		10,000			
0	0	0		8730	Misc. Fees and Premiums	0		0			
<b>2,166,283</b>	<b>2,064,595</b>	<b>2,568,000</b>			<b>Total Materials and Services</b>	<b>2,953,000</b>		<b>2,953,000</b>		<b>0</b>	
235,806	488,255	175,000		8942	Machinery	205,000		205,000			
74,702	33,751	0		8944	Vehicles	60,000		60,000		0	
<b>310,508</b>	<b>522,006</b>	<b>175,000</b>			<b>Total Capital Outlay</b>	<b>265,000</b>		<b>265,000</b>		<b>0</b>	
<b>3,522,800</b>	<b>3,722,727</b>	<b>3,974,816</b>	<b>12.00</b>		<b>Total Department Expense</b>	<b>4,614,756</b>	<b>13.00</b>	<b>4,614,756</b>	<b>13.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
0	15,068	0		6110	Federal Awards	25,000		25,000			
99,063	117,071	100,000		6120	Federal Payment in Lieu of Tax	110,000		110,000			
7,740	0	0		6130	State Operating Grants	0		0			
278,244	296,771	300,000		6140	State Shared Revenues	300,000		300,000			
4,286,854	4,508,411	4,500,000		6142	State Shared Revenues-Excise Ta	4,750,000		4,750,000			
157,949	140,556	150,000		6300	Charges for Services	100,000		100,000			
0	11,775	0		6750	Settlements	0		0			
19	71	0		6990	Miscellaneous	0		0			
1,024	9,773	0		7100	Proceeds from Sale of Assets	10,000		10,000			
39,768	63	80,000		7910	Transfer from General Fund	80,000		80,000			
<b>4,870,661</b>	<b>5,099,559</b>	<b>5,130,000</b>			<b>Total Revenues</b>	<b>5,375,000</b>		<b>5,375,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
(1,347,861)	(1,376,832)	(1,155,184)			Expenditures less Revenue	(760,244)		(760,244)		0	

## ROAD MAINTENANCE - MATERIALS & SERVICES

Line Item	Description	FY 17-18 Requested	FY 17-18 Proposed	FY 17-18 Approved
<b>8220</b>	<b>Operating Supplies</b>	<b>\$ 260,000</b>	<b>\$ 260,000</b>	
PWO-21	Road Oil Materials	\$ 20,000	\$ 20,000	
PWO-22	Sign Materials	\$ 20,000	\$ 20,000	
PWO-23	Striping Materials	\$ 173,000	\$ 173,000	
PWO-24	Ice Chemicals	\$ 12,000	\$ 12,000	
PWO-25	Vegetation Chemicals	\$ 33,000	\$ 33,000	
PWO-99	Op. Sup. - Misc.	\$ 2,000	\$ 2,000	
<b>8225</b>	<b>Fuels &amp; Lubricants</b>	<b>\$ 225,000</b>	<b>\$ 225,000</b>	
<b>8250</b>	<b>Small Tools &amp; Equip</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	
<b>8540</b>	<b>Contract Services</b>	<b>\$ 275,000</b>	<b>\$ 275,000</b>	
PWC-41	Deicer Application	\$ 10,000	\$ 10,000	
PWC-42	Vegetation Mnmt	\$ 45,000	\$ 45,000	
PWC-45	Flagging	\$ 95,000	\$ 95,000	
PWC-46	Striping Labor	\$ 40,000	\$ 40,000	
PWC-47	On Call Trucks	\$ 10,000	\$ 10,000	
PWC-48	On Call Equipment	\$ 30,000	\$ 30,000	
PWC-49	Rock Testing	\$ 2,000	\$ 2,000	
PWC-99	Contract Svcs - Misc	\$ 43,000	\$ 43,000	
<b>8630</b>	<b>Road Maintenance</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	
PWR-35	Patch Paving	\$ 30,000	\$ 30,000	
PWR-36	Culverts	\$ 20,000	\$ 20,000	
PWR-37	Crack Seal	\$ 10,000	\$ 10,000	
PWR-39	Approach Paving	\$ 75,000	\$ 75,000	
PWR-99	Road Maint - Misc	\$ 15,000	\$ 15,000	
<b>8631</b>	<b>Bridge Maintenance</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	
<b>8632</b>	<b>Chip Seals</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	
<b>8634</b>	<b>Asphalt</b>	<b>\$ 900,000</b>	<b>\$ 900,000</b>	
<b>8636</b>	<b>Crushed Rock</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	
<b>8660</b>	<b>Rentals</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	
<b>Total</b>		<b>\$ 2,867,500</b>	<b>\$ 2,867,500</b>	<b>\$ -</b>

Equipment	Purchase Date	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Fleet pickups		\$221,000		\$32,000		
1-Ton pickups				\$35,000		
2-Ton pickups			\$50,000			
Brush Chipper		\$43,000				
2-Variable Msg Boards		\$35,000				
Sweeper		\$48,000				
Chip Truck						\$60,000
Roller		\$50,000				
Dozer			\$80,000			
Truck - Sander			\$60,000			
Truck - Bucket				\$80,000		
Dump Truck 5			\$40,000			
Dump Truck 12						\$15,000
Trailer - Equipment			\$35,000			
Backhoe				\$135,000		
Truck - Water					\$100,000	
Dump Truck 12 - Int'l					\$100,000	
Dump Truck 12 - Int'l					\$100,000	
Surplus Sales		-\$25,000	-\$15,000	-\$35,000	-\$40,000	-\$50,000
<b>TOTALS</b>		<b>\$372,000</b>	<b>\$250,000</b>	<b>\$247,000</b>	<b>\$260,000</b>	<b>\$25,000</b>

## POLK COUNTY PROGRAM SUMMARY

FUND	DEPARTMENT	DIVISION			
Public Works	Public Works	Road Construction			
Program Description:					
Created to track road construction versus routine maintenance. Projects in the past have included the overlays on Falls City Road, Clow Corner Road, HBRR projects, Ballston RR Crossing and Talmadge Road Bike/Ped Improvements					
Also, track bike path monies in this division.					
Program Goals or Objectives:					
To address road construction projects in the County and budget/track accordingly.					
Descriptive Statistics:					
Indicator	Actual 13-14	Actual 14-15	Actual 15-16	Estimate 16-17	Projected 17-18
Road Construction	148,321	384,815	67,534	149,417	205,500

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0		8020	Laborer	0		0		0	
0	0	0		8090	Overtime	0		0		0	
0	0	0	0.00		<b>Total Salaries</b>	0	0.00	0	0.00	0	0.00
0	0	0		8120	Social Security/Medicare	0		0		0	
0	0	0		8150	Unemployment	0		0		0	
0	0	0		8160	Workers Comp. Insurance	0		0		0	
0	0	0	0.00		<b>Total Personal Services</b>	0	0.00	0	0.00	0	0.00
0	0	0		8220	Operating Supplies	0		0		0	
0	0	500		8310	Advertising & Printing	500		500			
0	0	0		8410	Dues, Memberships, Publications	0		0			
0	0	15,000		8510	Professional Services	15,000		15,000			
0	0	10,000		8540	Contract Services	10,000		10,000			
317,764	1,315	25,000		8580	Special Projects	25,000		25,000			
0	0	0		8610	Repairs & Maintenance	0		0			
0	0	0		8630	Road Maintenance	0		0			
0	0	0		8634	Asphalt	0		0			
0	0	0		8631	Bridge Maintenance	0		0			
0	0	0		8660	Rentals	0		0			
67,051	66,219	65,000		8710	Loan Repayment	65,000		65,000			
0	0	0		8720	Finance Charges	0		0			
0	0	0		8730	Misc. Fees and Premiums	0		0			
0	0	0		8790	Misc. Dept. Expenses	0		0			
384,815	67,534	115,500			<b>Total Materials and Services</b>	115,500		115,500		0	
0	0	10,000		8910	Land	10,000		10,000			
0	0	75,000		8932	Bike Path Reserve	80,000		80,000			
0	0	0		8942	Machinery	0		0		0	
0	0	85,000			<b>Total Capital Outlay</b>	90,000		90,000		0	
384,815	67,534	200,500	0.00		<b>Total Department Expenses</b>	205,500	0.00	205,500	0.00	0	0.00
<b>Revenues</b>											
0	0	0		6110	Federal Awards	0		0		0	
265,213	0	0		6140	State Shared Revenues	0		0		0	
43,302	45,539	45,000		6142	State Shared Rev.-Bike Path	48,000		48,000			
60,000	0	0		6170	Intergovernmental Local Govt.	0		0		0	
40,000	0	0		6300	Charges for Services	0		0		0	
0	0	0		6800	Interest Income	0		0		0	
0	0	0		7120	Loan Proceeds	0		0		0	
0	0	0		7910	Transfer from General Fund	0		0		0	
0	0	0		7920	Transfer from Other Fund	0		0		0	
408,515	45,539	45,000			<b>Total Revenues</b>	48,000		48,000		0	
<b>Net Cost of Program</b>											
(23,700)	21,995	155,500			<b>Expenditures less Revenue</b>	157,500		157,500		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION			
Public Works	Public Works	Survey			
Program Description:					
Receive, index, file, and provide public access to surveys offered for recording. Performs subdivision and partition checks as required. Perform surveys of roads or other County properties as needed. Collect field data for use in the design of road and bridge projects. Manage right of way purchases.					
Program Goals or Objectives:					
<ul style="list-style-type: none"><li>• Receive, process, and file surveys, partitions, and subdivisions.</li><li>• Provide survey services for the County.</li><li>• Respond to requests for survey, control, and GLO/BLM data.</li><li>• Assist in functions relative to GIS.</li><li>• Maintain quick, efficient service policy towards the public.</li><li>• Ensure timely support services to other County departments.</li><li>• Scanning, archiving survey and road records.</li></ul>					
Descriptive Statistics:					
Indicator	13-14	14-15	15-16	16-17	17-18
Survey process time	1	1	1	1	1

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15	FY 15-16	FY 16-17	Acct.		FY 17-18	FY 17-18	FY 17-18		
Actual	Actual	Adopted	Num.	Description	Requested	FTE	Proposed	FTE	Approved
<b>Expenditures</b>									
47,421	48,220	49,600	1.00	8030 Professional/Technical	100,000	2.00	100,000	2.00	
81,033	82,572	83,808	1.00	8040 Management/Supervisory	86,768	1.00	86,768	1.00	
0	0	15,000		8080 Temporary/Part-Time	15,000		15,000		
3,527	35	4,000		8090 Overtime	4,000		4,000		
<b>131,981</b>	<b>130,827</b>	<b>152,408</b>	<b>2.00</b>	<b>Total Salaries</b>	<b>205,768</b>	<b>3.00</b>	<b>205,768</b>	<b>3.00</b>	<b>0 0.00</b>
23,557	26,878	32,006		8110 PERS-Retirement	49,384		49,384		0
9,502	9,366	11,659		8120 Social Security/Medicare	15,741		15,741		0
31,938	34,584	37,600		8140 Insurance	59,400		59,400		0
660	654	762		8150 Unemployment	1,029		1,029		0
1,907	1,970	1,829		8160 Workers Comp. Insurance	2,469		2,469		0
<b>199,545</b>	<b>204,279</b>	<b>236,264</b>	<b>2.00</b>	<b>Total Personal Services</b>	<b>333,792</b>	<b>3.00</b>	<b>333,792</b>	<b>3.00</b>	<b>0 0.00</b>
0	0	0		8210 Office Supplies	0		0		
1,888	529	3,500		8220 Operating Supplies	3,500		3,500		
0	25	0		8240 Software & Maintenance	0		0		
2,701	164	10,000		8250 Small Tools & Minor Equipment	10,000		10,000		
0	4	0		8320 Photocopying	0		0		
840	840	1,000		8340 Telephone	1,000		1,000		
0	162	500		8410 Dues, Memberships & Publications	500		500		
1,179	75	1,500		8420 Workshops & Conferences	1,500		1,500		
0	3,932	0		8510 Professional Services	0		0		
675	0	25,000		8540 Contract Services	5,000		5,000		
0	0	1,000		8610 Repairs and Maintenance	1,000		1,000		
1,456	837	1,000		8730 Misc. Fees & Premiums	1,000		1,000		
<b>8,739</b>	<b>6,568</b>	<b>43,500</b>		<b>Total Materials and Services</b>	<b>23,500</b>		<b>23,500</b>		<b>0</b>
0	0	0		8920 Buildings	0		0		0
0	0	0		8942 Machinery	0		0		0
0	0	0		8946 Furniture & Fixtures	0		0		0
0	0	0		8948 Computers and Attachments	0		0		0
<b>0</b>	<b>0</b>	<b>0</b>		<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>
<b>208,284</b>	<b>210,847</b>	<b>279,764</b>	<b>2.00</b>	<b>Total Department Expenses</b>	<b>357,292</b>	<b>3.00</b>	<b>357,292</b>	<b>3.00</b>	<b>0 0.00</b>
<b>Revenues</b>									
74,965	94,749	66,000		6300 Charges for Services	72,000		72,000		
0	0	0		6750 Settlements	0		0		0
0	0	0		6990 Miscellaneous	0		0		0
<b>74,965</b>	<b>94,749</b>	<b>66,000</b>		<b>Total Revenues</b>	<b>72,000</b>		<b>72,000</b>		<b>0</b>
<b>Net Cost of Program</b>									
133,319	116,098	213,764		Expenditures less Revenue	285,292		285,292		0

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT			DIVISION	
Public Works	Public Works			Engineering	
Program Description:					
Process permit applications from the public and utilities. Collect field data for use in the design of road and bridge projects. Perform engineering tasks for design and construction of road and bridge projects. Manage data collection of IRIS, Pavement Management, and Bridge Management software systems. Provide cost estimates and budget information for planning road and bridge projects.					
Program Goals or Objectives:					
<ul style="list-style-type: none"><li>• Assist in road and survey projects as needed.</li><li>• Process access permit requests and special use permits of the County road system.</li><li>• Collect data, design projects, and provide cost and budget data for project planning.</li><li>• Set up and maintain software tools to manage roads, bridges, and projects more effectively.</li><li>• Conduct pavement management, traffic counts and speed zone studies.</li></ul>					
Descriptive Statistics:					
Indicator	13-14	14-15	15-16	Estimated 16-17	Projected 17-18
Access Permits Issued	55	133	76	65	65
Utility Permits Issued	135	132	163	190	150
Traffic Counts	175	55	230	200	300

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
109,155	92,909	119,168	2.00	8030	Professional/Technical	124,196	2.00	124,196	2.00		
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00		
0	0	0		8080	Temporary/Part-Time	0		0			
0	22	500		8090	Overtime	500		500			
<b>109,155</b>	<b>92,931</b>	<b>119,668</b>	<b>2.00</b>		<b>Total Salaries</b>	<b>124,696</b>	<b>2.00</b>	<b>124,696</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
18,533	18,637	25,130		8110	PERS-Retirement	29,927		29,927		0	
7,500	6,460	9,155		8120	Social Security/Medicare	9,539		9,539		0	
31,498	35,348	37,600		8140	Insurance	39,600		39,600		0	
546	464	598		8150	Unemployment	623		623		0	
1,615	1,399	1,556		8160	Workers Comp. Insurance	1,621		1,621		0	
<b>168,847</b>	<b>155,239</b>	<b>193,707</b>	<b>2.00</b>		<b>Total Personal Services</b>	<b>206,007</b>	<b>2.00</b>	<b>206,007</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
386	0	0		8210	Office Supplies	0		0		0	
1,373	408	1,000		8220	Operating Supplies	1,000		1,000			
3,527	2,985	7,500		8250	Small Tools & Minor Equipment	7,500		7,500			
0	0	0		8310	Advertising & Printing	0		0			
0	2	0		8320	Photocopying	0		0			
840	840	750		8340	Telephone	750		750			
1,492	35	1,500		8420	Workshops/Conferences	1,500		1,500			
0	0	750		8510	Professional Services	750		750			
0	160	0		8540	Contract Services	0		0			
0	298	2,500		8610	Repairs and Maintenance	2,500		2,500			
0	0	0		8730	Misc. Fees & Premiums	0		0		0	
<b>7,618</b>	<b>4,728</b>	<b>14,000</b>			<b>Total Materials and Services</b>	<b>14,000</b>		<b>14,000</b>		<b>0</b>	
0	0	0		8942	Machinery	0		0		0	
0	0	0		8948	Computers & Attachments	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>176,465</b>	<b>159,967</b>	<b>207,707</b>	<b>2.00</b>		<b>Total Department Expenses</b>	<b>220,007</b>	<b>2.00</b>	<b>220,007</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
12,000	10,396	7,500		6300	Charges for Services	10,000		10,000			
<b>12,000</b>	<b>10,396</b>	<b>7,500</b>			<b>Total Revenues</b>	<b>10,000</b>		<b>10,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
164,465	149,571	200,207			Expenditures less Revenue	210,007		210,007		0	
<b>5,438,038</b>	<b>5,321,310</b>	<b>6,405,500</b>	<b>21.90</b>		<b>Total Fund Requirements</b>	<b>7,242,500</b>	<b>23.90</b>	<b>7,242,500</b>	<b>23.90</b>	<b>0</b>	<b>0.00</b>
<b>6,564,665</b>	<b>6,530,518</b>	<b>6,405,500</b>			<b>Total Fund Resources</b>	<b>7,242,500</b>		<b>7,242,500</b>		<b>0</b>	
<b>(1,126,627)</b>	<b>(1,209,208)</b>	<b>(0)</b>	<b>21.90</b>		<b>Net Fund Balance</b>	<b>0</b>	<b>23.90</b>	<b>0</b>	<b>23.90</b>	<b>0</b>	<b>0.00</b>

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT			DIVISION	
Public Land Corner Preservation	Public Land Corner Preservation			Public Land Corner Preservation	
Program Description:					
This program is responsible for establishing, re-establishing and maintaining government corners. This program is funded by \$10 fees received for recording land transfer documents. The revenue is placed in the Public Land Corner Preservation Fund to be used to pay expenses incurred and authorized by the County Surveyor in the process of maintaining and positioning these corners.					
Program Goals or Objectives:					
<ul style="list-style-type: none"><li>• Maintain corner restorations in good repair.</li><li>• Determine coordinates for identified corners.</li></ul>					
Descriptive Statistics:					
Indicator	2013-14	2014-15	2015-16	Estimated 2016-17	Projected 2017
PLCP Corner Restorations	50	35	37	35	35

Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures

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

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0		8080	Temporary/Part-Time	0		0		0	
0	0	0		8090	Overtime	0		0		0	
0	0	0	0.00		<b>Total Salaries</b>	0	0.00	0	0.00	0	0.00
0	0	0		8110	PERS-Retirement	0		0		0	
0	0	0		8120	Social Security/Medicare	0		0		0	
0	0	0		8150	Unemployment	0		0		0	
0	0	0		8160	Workers Comp. Insurance	0		0		0	
0	0	0	0.00		<b>Total Personal Services</b>	0	0.00	0	0.00	0	0.00
0	0	0		8210	Office Supplies	0		0		0	
5,633	93	4,000		8220	Operating Supplies	4,000		4,000			
0	2,925	0		8240	Software & Maintenance	0		0			
0	0	5,000		8250	Small Tools & Minor Equipment	5,000		5,000			
243	0	500		8340	Telephone	500		500			
0	50	0		8410	Dues, Memberships & Publications	0		0			
661	0	1,000		8420	Workshops and Conferences	1,000		1,000			
65,200	67,200	0		8510	Professional Services	69,750		69,750			
0	0	66,000		8510	Prof. Services - P.W. Survey	72,000		72,000			
0	0	9,506		8510	Prof. Serv. Bal. Acct.	9,506		9,506			
5,300	4,400	6,000		8540	Contract Services	6,000		6,000			
575	600	600		8820	Insurance Interdepartmental	600		600			
3,271	3,329	2,668		8830	Management Services Interdept.	2,389		2,389			
21,053	20,582	19,726		8840	Information Services Interdept.	19,255		19,255			
0	0	0		8860	Public Works Admin. Interdept.	0		0		0	
101,936	99,179	115,000			<b>Total Materials and Services</b>	190,000		190,000		0	
0	0	0		8920	Buildings	0		0		0	
0	0	0		8942	Machinery	0		0		0	
0	0	0		8944	Vehicles	0		0		0	
0	0	0		8946	Furniture & Fixtures	0		0		0	
0	0	0		8948	Computers & Attachments	0		0		0	
0	0	0			<b>Total Capital Outlay</b>	0		0		0	
101,936	99,179	115,000			<b>Total Department Expenses</b>	190,000		190,000		0	
<b>Revenues</b>											
13,009	15,108	15,000		6000	Beginning Fund Balance	65,000		65,000			
104,035	124,612	100,000		6300	Charges for Services	125,000		125,000			
0	0	0		6990	Miscellaneous	0		0		0	
0	0	0		7910	Transfer from General Fund	0		0		0	
117,044	139,720	115,000			<b>Total Revenues</b>	190,000		190,000		0	
<b>Net Cost of Program</b>											
(15,108)	(40,541)	0				0		0		0	

**POLK COUNTY  
PROGRAM SUMMARY**

FUND	DEPARTMENT	DIVISION		
DOAKS FERRY ROAD	PUBLIC WORKS	DOAKS FERRY ROAD		
<b>Program Description:</b>				
This fund was created in the 2014-2015 fiscal year to track costs associated with the Doaks Ferry Road/Hwy 22 & 51 improvements. This project is being funded by ODOT and will be a phased project over the next 15-20 years.				
<b>Program Goals or Objectives:</b>				
To make safety/transportation system improvements on Doaks Ferry Road, Highway 22 and Highway 51. This project will include frontage/backage roads, a new intersection, etc. over the course of the next 15-20 years.				
<b>Descriptive Statistics:</b>				
Indicator	Actual 14-15	Actual 15-16	Estimated 16-17	Projected 17-18
PHASE 1 – Doaks Ferry	\$360,508	\$131,517	\$390,000	\$390,000

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

216 Doaks Ferry Road/Hwy 22 & 51	(Fund)
646 Doaks Ferry Road/Hwy 22 & 51	(Divn)
210 Public Works	(Dept)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00		
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00		
0	0	11,663	0.10	8040	Management/Supervisory	12,268	0.10	12,268	0.10		
18,422	18,992	7,548	0.05	8050	Department Head	7,942	0.05	7,942	0.05		
916	832	0		8090	Overtime	1,000		1,000			
<b>19,338</b>	<b>19,824</b>	<b>19,211</b>	<b>0.15</b>		<b>Total Salaries</b>	<b>21,210</b>	<b>0.15</b>	<b>21,210</b>	<b>0.15</b>	<b>0</b>	<b>0.00</b>
3,207	3,726	4,034		8110	PERS-Retirement	5,196		5,196		0	
1,323	1,335	1,470		8120	Social Security/Medicare	1,623		1,623		0	
2,371	2,592	2,820		8140	Insurance	2,970		2,970		0	
95	96	96		8150	Unemployment	106		106		0	
45	48	48		8160	Workers Comp. Insurance	53		53		0	
<b>26,379</b>	<b>27,621</b>	<b>27,679</b>	<b>0.15</b>		<b>Total Personal Services</b>	<b>31,158</b>	<b>0.15</b>	<b>31,158</b>	<b>0.15</b>	<b>0</b>	<b>0.00</b>
0	0	276		8210	Office Supplies	276		276			
0	0	250		8220	Operating Supplies	250		250			
0	0	0		8250	Small Tools & Minor Equipment	0		0			
0	0	400		8310	Advertising and Printing	400		400			
0	0	250		8320	Photocopying	250		250			
0	0	75		8330	Postage	75		75			
0	0	100		8340	Telephone	100		100			
369	0	0		8410	Dues, Memberships & Publicatns.	0		0			
42,527	90,241	100,000		8510	Professional Services	100,000		100,000			
150	0	50,000		8540	Contract Services	50,351		50,351			
0	1,364	0		8550	Contracts-Other Public Agency	0		0			
0	0	0		8610	Repairs & Maintenance	0		0			
0	0	0		8820	Insurance	0		0			
0	12,291	10,970		8830	Management Services Interdept.	7,140		7,140			
0	0	0		8840	Information Services Interdept.	0		0			
<b>43,046</b>	<b>103,896</b>	<b>162,321</b>			<b>Total Materials &amp; Services</b>	<b>158,842</b>		<b>158,842</b>		<b>0</b>	
291,083	0	200,000		8910	Land	200,000		200,000			
0	0	0		8920	Buildings	0		0		0	
<b>291,083</b>	<b>0</b>	<b>200,000</b>			<b>Total Capital Outlay</b>	<b>200,000</b>		<b>200,000</b>		<b>0</b>	
0	0	0		9990	Contingency	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Contingency</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>360,508</b>	<b>131,517</b>	<b>390,000</b>	<b>0.15</b>		<b>Total Dept Expenses</b>	<b>390,000</b>	<b>0.15</b>	<b>390,000</b>	<b>0.15</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
0	0	0		6000	Beginning Balance	0		0			
43,870	380,314	390,000		6130	State Operating Grant	390,000		390,000			
0	0	0		6800	Interest Income	0		0			
0	0	0		6990	Miscellaneous	0		0			
<b>43,870</b>	<b>380,314</b>	<b>390,000</b>			<b>Total Revenues</b>	<b>390,000</b>		<b>390,000</b>		<b>0</b>	
<b>Net Cost of Program</b>											
<b>316,638</b>	<b>(248,797)</b>	<b>0</b>			<b>Expenditures less Revenue</b>	<b>0</b>		<b>0</b>		<b>0</b>	

**2016-2017 POLK COUNTY BUDGET COMMITTEE HEARINGS**  
**May 25, 2016**

**1. CALL TO ORDER AND NOTE OF ATTENDANCE**

10:00 a.m., Norbert Hartmann called the 2016-2017 Polk County Budget Committee Hearing to order. Commissioner Pope, Commissioner Ainsworth, Commissioner Wheeler, Blair Wasson, and Vern Wells were in attendance.

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

The following minutes will refer to the 2016-2017 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.

**2. APPROVAL OF MINUTES OF APRIL 4 - APRIL 7, 2016**

**MOTION:       COMMISSIONER POPE MOVED, COMMISSIONER AINSWORTH SECONDED, TO APPROVE THE MINUTES OF APRIL 4- APRIL 7, 2016.**

**MOTION PASSED UNANIMOUSLY.**

**3. TENTATIVELY APPROVED BUDGET FOR 2016-2017**

Greg Hansen, Administrative Officer reviewed the tentatively approved budget from April 7, 2016. There were no items on the wish list or call-back list from this meeting.

**4. SUPPLEMENTAL INFORMATION**

Mr. Hansen informed the Committee that there are a few items that have come up since the budget was tentatively approved that will impact the budget. The first is labor negotiations; all four unions have settled on contracts, they will all be receiving 1% COLA on July 1, and 1% COLA on January 1. The COLA for Non-Reps has not been approved yet, but it is recommended to be 1.5% COLA on July 1, and 1.5% on January 1.

Mr. Hansen also reported that the Health Insurance rates for Kaiser Permanente will be 2.3% for AFSCME/FOPPO/Deputy DA, and Non-Reps, and 2.35% for DSA. The Health Insurance rates for Blue Cross Blue Shield will be 11.42% for AFSCME/FOPPO/Deputy DA, and Non-Reps, and 11.63% for DSA.

The County PERS rates do not increase this year, but Mr. Hansen anticipates the Court of Appeals ruling to severely impact rates next year (FY 2017-2018). Greg anticipates that with the collar rate in effect, the impact to the County will be 3.5%-4% (\$525,000-\$600,000).

**5. BUDGET OFFICER'S RECOMMENDED CHANGES TO THE BUDGET COMMITTEE'S APRIL 7, 2016 TENTATIVELY APPROVED BUDGET**

Mr. Hansen explained that since meeting in April, there has been a minor change to the General Fund revenues and corresponding recommendations on appropriations. Revenue changes that occurred were in the Sheriff's Office as a result of a grant that was secured by Behavioral Health for a mobile crisis team. The portion of the grant for the Sheriff's Office allowed for the hiring of one additional Patrol Deputy along with associated materials and services (\$95,000).

Another modifications to the budget occurred in the Health Services Fund in the amount of \$72,000. This increase is the result of the Central and Dallas School Districts partnering for one additional school based counselor to be shared by the districts to enhance the delivery within the schools.

The final modification occurred in Behavioral Health, where the total grand monies were received and an increase in the beginning fund balance occurred. The mobile crisis team grant provided funding for two teams (one in West Salem and the other countywide). The grant is an 18-month grant which provide staffing for two law enforcement officials and two upper-level crisis specialists. The total included in the modification for this year is \$500,000 (total grant \$750,000). The increase in beginning fund balance was an additional \$1,000,000, which had a corresponding increase in contingency.

The recommended budget for approval had an overall increase of \$1,667,000 making the total budget for the County \$66,152,465.

Mr. Hansen also informed the Board on a modification to the Clerk's budget (that was not included in the budget packet). The tentatively approved budget included a capital outlay item for the purchase of a new voting machine. The item was ordered, with the intent that it would be delivered after July 1. However, the item was delivered early. Greg will be adjusting the Clerk's budget to reflect a reduction of the beginning fund balance and an adjusting reduction in the capital outlay amount.

**6. PUBLIC COMMENTS**

There were no comments from the public.

**7. BUDGET COMMITTEE ACTION**

**a.) APPROVE 2016-2017 BUDGET**

**MOTION: COMMISSIONER AINSWORTH MOVED, VERN WELLS SECONDED, TO APPROVE THE 2016-2017 BUDGET AS DISCUSSED AND MODIFIED.**

**MOTION PASSED UNANIMOUSLY.**

**b.) APPROVE 2016-2017 GENERAL FUND, DEBT SERVICE FUND ROAD BOND TAX LEVY, AND OPERATING LEVY**

**MOTION: COMMISSIONER AINSWORTH MOVED, BLAIR WASSON SECONDED, TO APPROVE THE GENERAL FUND TAX RATE OF \$1.7160 PER \$1,000.**

**MOTION PASSED UNANIMOUSLY.**

**MOTION: COMMISSIONER AINSWORTH MOVED, BLAIR WASSON SECONDED, TO APPROVE THE DEBT SERVICE FUND ROAD BOND TAX LEVY (FINAL YEAR) OF \$2,800,000.**

**MOTION PASSED UNANIMOUSLY.**

**MOTION: COMMISSIONER AINSWORTH MOVED, BLAIR WASSON SECONDED, TO APPROVE THE PUBLIC SAFETY OPERATING LEVY OF \$0.3196 PER \$1,000.**

**MOTION PASSED UNANIMOUSLY.**

Norbert Hartmann adjourned the meeting at 10:17 a.m.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
			MANAGEMENT SERVICES WORKSHEETS															
1																		
2																		
3	Fund	Dept		FY16-17	NO. OF	2016-17	PAYROLL	ACCTS.	278,667	582,131	318,000	130,000	117,600	344,000	BOC	DATE:		
4	NO.	NO.	DEPARTMENT	# FTE	VOUCH	BUDGET		PAYABLE	BUDGET	FISCAL	PERSON- NEL	COUNTY	GENERAL	COMMISSION	MNGMNT SERVICES	MNGMNT SERVICES	NET	Percent CHANGE
5	100	110	100	110	0.00				0	0	0	0	0	0	0	0	0	
6	120	100	120	CLERK-RECORDING	111	182,931	703	787	1,007	2,497	1,328	470	431	1,261	5,987	6,256	(269)	-4.30%
7	120	100	130	CLERK-REG ELECTIONS**	160	348,405	920	1,134	1,919	3,973	1,736	896	821	2,401	9,827	10,582	(755)	-7.13%
8	140	100	140	TREASURER	115	33,636	0	815	185	1,000	0	0	87	232	1,398	3,563	(2,165)	-60.75%
9	100	199	100	200	0.00	83,170	0	184	458	642	0	214	196	573	1,625	1,793	(168)	-9.37%
10	210	100	210	ASSESSOR	240	1,235,874	5,410	1,701	6,806	13,917	10,214	3,179	2,911	8,516	38,737	38,759	(22)	-0.06%
11	140	100	220	TAX COLLECTOR	133	292,926	1,217	943	1,613	3,773	2,298	753	690	2,018	9,532	9,951	(419)	-4.21%
12	310	100	310	COMM DEV-PLANNING	278	407,589	1,504	1,396	2,245	5,145	2,840	1,048	960	2,809	12,802	13,207	(405)	-3.07%
13	410	100	320	COMM DEV-BLDG INSP.	287	572,301	1,553	1,963	3,152	6,668	2,931	1,472	1,348	3,943	16,362	14,957	1,405	9.39%
14	410	100	410	DA-PROSECUTOR	326	1,371,943	6,843	2,311	7,555	16,709	12,921	3,529	3,232	9,454	45,845	46,229	(384)	-0.83%
15	410	100	412	DA-MEDICAL EXAMINER	91	41,790	0	645	230	875	0	107	98	288	1,368	1,446	(78)	-5.39%
16	410	100	415	DA-SUPPORT ENF.	154	341,415	1,812	1,092	1,880	4,784	3,422	878	804	2,353	12,241	13,520	(1,279)	-9.46%
17	410	100	515	DA-VICTIM'S ASSISTANCE	285	299,294	1,434	773	1,263	3,470	2,707	590	540	1,580	8,887	9,616	1,971	28.50%
18	430	100	430	SHERIFF-PATROL	30,95	4,288,611	16,742	6,464	23,617	46,823	31,613	11,030	10,102	29,551	129,119	126,929	2,190	1.73%
19	430	100	435	SHERIFF-JAIL	32,00	4,524,507	17,310	5,805	24,916	48,031	32,686	11,637	10,658	31,177	134,189	145,009	(10,820)	-7.46%
20	430	100	440	SHERIFF-EMER MANGMT	1,50	458,877	811	2,892	2,527	6,230	1,532	1,180	1,081	3,162	13,185	12,230	955	7.81%
21	457	100	457	COMMUNITY CORRECTIONS	471	1,962,392	7,330	3,338	10,807	21,475	13,840	5,047	4,623	13,522	58,507	63,597	(5,090)	-8.00%
22	810	100	470	COMM. SERV. DIVERSION	2,00	180,000	1,082	1,056	991	3,129	2,043	463	424	1,240	7,299	7,579	(280)	-3.69%
23	810	100	470	COMM. SERV. DIVERSION	2,00	180,000	1,082	1,056	991	3,129	2,043	463	424	1,240	7,299	7,579	(280)	-3.69%
24	310	100	590	COMM DEV-ENV HEALTH	1,85	259,210	1,001	1,517	1,427	3,945	1,890	667	611	1,786	8,899	9,514	(615)	-6.46%
25	810	100	750	PARKS MAINTENANCE	0.50	71,001	270	1,481	391	2,142	511	183	167	489	3,492	3,394	98	2.89%
26	430	120	432	POINT FUND	0.00	150,000	0	688	826	1,514	0	0	353	1,034	2,901	3,392	(491)	-14.48%
27	410	140	420	CAMI FUND	0.00	128,750	0	617	709	1,326	0	0	303	887	2,516	3,367	(851)	-25.27%
28	422	160	422	DOMESTIC MEDIATION FUND	0.00	31,000	0	1,205	171	1,376	0	0	73	214	1,663	1,535	128	8.34%
29	492	180	492	COURT SECURITY FUND	0.00	133,000	0	333	732	1,065	0	0	313	916	2,294	2,472	(178)	-7.20%
30	610	210	610	PUBLIC WORKS FUND	21,90	6,405,500	11,847	10,880	35,274	58,001	22,369	16,475	15,089	44,138	164,055	174,941	(10,886)	-6.22%
31	610	215	660	PUBLIC LAND CORNER	56	115,000	0	397	633	1,030	0	296	271	792	2,389	2,668	(279)	-10.46%
32	610	217	645	OTIA III BRIDGE REPLACEMENT	0.00	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
33	610	216	647	DOAKS FERRY ROAD/HWY 2	0.15	390,000	81	149	2,148	2,378	153	1,003	919	2,687	7,140	10,970	(3,830)	-34.91%
34	430	220	450	DOG CONTROL	1.40	198,500	757	1,269	1,093	3,119	1,430	511	468	1,368	6,996	6,631	265	4.00%
35	430	225	455	MARINE PATROL **	1.05	79,000	568	765	435	1,768	1,072	203	186	544	3,773	4,012	(239)	-5.96%
36	490	230	490	LAW LIBRARY	0.00	60,000	0	574	330	904	0	0	141	413	1,458	1,452	6	0.41%
37	510	232	510	HUMAN SERV. ADMIN.	6.00	733,924	3,246	1,538	4,042	8,826	6,129	1,888	1,729	5,057	23,629	24,092	(463)	-1.92%
38	510	235	520	PH-FAMILY PLANNING	2.01	272,061	1,087	1,673	1,498	4,258	2,053	700	641	1,875	9,527	8,067	1,460	18.10%
39	510	235	525	PH-GENERAL HEALTH	10.30	1,517,579	5,572	12,276	8,357	26,205	3,105	3,903	3,575	10,457	54,661	58,062	(3,401)	-5.86%
40	510	235	528	PH-WIC	3.04	302,060	1,644	1,503	1,663	4,810	3,105	777	712	2,081	11,485	12,020	(535)	-4.45%
41	510	240	530	BH-SUPPORT SERV.	26.40	5,915,350	14,281	11,851	32,575	58,707	28,966	15,214	13,934	40,760	158,381	147,528	10,853	7.36%
42	510	240	535	BH-ADDICTIONS PROGRAM	8.75	1,048,377	4,733	2,587	5,773	13,093	8,937	2,696	2,470	7,224	34,420	33,175	1,245	3.75%
43	510	240	540	BH- OUTPATIENT MENT. HLT	59.05	9,622,087	31,943	25,984	52,988	110,915	60,315	24,748	22,666	66,302	284,946	218,161	66,785	30.61%
44	510	240	555	BH-DEV. DISABLED	18.00	1,798,586	9,737	3,161	9,905	22,803	18,386	4,626	4,237	12,393	62,445	45,428	17,017	37.46%
45	510	240	560	BH-SUB-GRANTS	0.00	300,000	0	376	1,652	2,028	0	772	0	0	2,800	0	2,800	#DIV/0!
46	510	245	480	JUVENILE	5.95	772,899	3,219	3,055	4,256	10,530	6,077	1,988	1,821	5,326	25,742	27,727	(1,985)	-7.16%
47	510	245	482	JUV. SANCTIONS	0.00	380,101	0	390	2,093	2,483	0	978	0	0	3,461	4,101	(640)	-15.61%
48	510	245	483	JUV. - COMM. SERVICE	0.00	46,000	0	220	253	473	0	118	0	0	591	557	34	6.10%
49	510	250	465	YP-MONITOR/SHELTER HOM	0.00	0	0	0	0	0	0	0	0	0	0	0	(5,000)	-100.00%
50	510	232	580	Family & Comm. Outreach	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0
51	510	232	580	Family & Comm. Outreach	19.00	1,629,076	10,278	10,596	8,971	29,845	19,407	4,190	3,837	11,225	68,504	62,953	5,551	8.82%
52	310	300	595	HOUSEHOLD HAZARDOUS WASTE	0.20	162,000	108	241	892	1,241	204	0	382	1,116	2,943	3,812	(869)	-22.80%
53	254	586	586	VETERANS SERVICES	0.88	81,000	476	71	446	993	899	208	191	558	2,849	750	2,099	279.87%
54	710	260	710	FAIR-ANNUAL **	2.25	180,235	1,217	1,857	993	4,067	2,298	464	425	1,242	8,496	8,799	(303)	-3.44%
55	710	260	720	FAIR-YEAR ROUND	3.00	327,777	1,623	3,912	1,805	7,340	3,064	843	772	2,259	14,278	13,334	944	7.08%
56	310	280	330	COMM DEV-ECON DEV	0.10	937,500	54	588	5,163	5,805	102	2,411	2,208	6,460	16,986	14,000	2,986	21.33%
57			GRAND TOTAL		311.33	50,603,234	168,413	135,053	278,665	582,131	317,999	128,442	117,492	343,683	1,497,730	1,434,437	63,293	4.41%
58			EXCLUDE:															
59			LAW LIBRARY									58,000						
60			SUB-GRANTS & PCOF & JUV. SANCTIONS										680,101					
61			SUB-TOTAL								0	58,000						
62			** Note- Clerk Elections, Marine Patrol & Fair - FTE's include an additional 2.75 FTE equivalent for Election Board Workers (0.25 FTE), Marine Patrol (1.0 FTE) & Fair Workers (1.5 FTE) payroll.															
63																		



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
81																			
82																			
83																			
84					FY16-17	FY16-17	FY16-17	FY16-17	BUDGET	FY 17-18	MNG								
85					FTE	MNG	BUDGET	INF SERV	LESS MNG/IS	MNG	ASA %								
86						CHRG		CHRG	SERV CHR	CHRG	OF BUDGET								
87	110	100	110	BOARD OF COMMISSIONERS	0.00	0	0	0	0	0	0.00%								
88	120	100	120	CLERK	3.00	16,838	531,336	39,449	475,049	15,814	3.33%								
89	140	100	140	TREASURER TAX COLL.	2.25	13,514	326,562	21,712	291,336	10,930	3.75%								
90	210	100	210	ASSESSOR	10.00	38,759	1,235,874	110,259	1,086,856	38,737	3.56%								
91	310	100	310	COMMUNITY DEVELOPMENT	7.60	55,490	2,176,600	83,620	2,037,490	57,992	2.85%								
92	410	100	410	DISTRICT ATTORNEY	18.65	68,111	1,984,442	48,431	1,867,900	68,341	3.66%								
93	430	100	430	SHERIFF	64.45	284,168	9,271,995	104,502	8,883,325	276,493	3.11%								
94	810	100	470	COMM. SERV. DIVERSION	2.00	7,579	180,000	4,348	168,073	7,299	4.34%								
95	457	233	457	COMM. CORRECTIONS	13.55	63,597	1,962,392	33,209	1,865,586	58,507	3.14%								
96	810	100	750	PARK MAINTENANCE	0.50	3,394	71,001	0	67,607	3,492	5.17%								
97	610	210	610	PUBLIC WORKS FUND	21.90	174,941	6,405,500	76,488	6,154,071	164,055	2.67%								
98	610	215	660	PUBLIC LAND CORNER	0.00	2,668	115,000	19,726	92,606	2,389	2.58%								
99	610	217	645	OTIA III BRIDGE REPLACEMENT	0.00	0	0	0	0	0	#DIV/0!								
100	610	218	647	DOAKS FERRY	0.15	10,970	800,000	0	789,030	7,140	0.90%								
101	430	220	450	DOG CONTROL	1.40	6,631	198,500	6,563	185,306	6,896	3.72%								
102	430	225	455	MARINE PATROL	1.05	4,012	79,000	0	74,988	3,773	5.03%								
103	490	230	490	LAW LIBRARY	0.00	1,452	35,000	2,661	30,887	1,458	4.72%								
104	510	235	520	PUBLIC HEALTH	15.35	78,149	2,091,700	49,696	1,963,855	75,673	3.85%								
105	510	232	510	HEALTH SERV. ADMIN.	6.00	24,092	733,924	45,129	664,703	23,629	3.55%								
106	510	240	530	BEHAVIORAL HEALTH	112.20	444,292	18,684,400	283,416	17,956,692	542,992	3.02%								
107	510	245	460	JUVENILE	5.95	32,365	1,199,000	12,968	1,153,647	29,794	2.58%								
108	510	250	465	YOUTH PROGRAMS	0.00	5,000	0	0	(5,000)	0	0.00%								
109	510	255	580	POLK YOUTH SERV COMM	19.00	62,953	1,629,076	24,960	1,541,163	68,504	4.44%								
110	710	260	710	FAIR	5.25	22,133	508,012	1,726	484,153	22,774	4.70%								
111				GRAND TOTAL	310.25	1,421,128	50,219,314	968,863	47,829,323	1,486,682	3.11%								
112																			
113																			
114																			
115																			



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
163																			
164																			
165																			
166																			
167																			
168				INFORMATION SERVICES BUDGET				PERCENT PC CHARGE	PERCENT DBMS/WEB										
169								PC	Database/M Charge										
170																			
171																			
172				Helion – Computer Contract			140,000	20%	28,000	80%	112,000								
173																			
174																			
175				TOTAL			140,000	20%	28,000	80%	112,000								
176																			
177																			
178				TOTAL PERSONAL SERVICES			700,000	80%	560,000	20%	140,000								
179																			
180				MATERIALS AND SERVICES			260,000	85%	221,000	15%	39,000								
181																			
182				CAPITAL OUTLAY			0	75%	0	25%	0								
183																			
184				TOTAL BUDGET			1,100,000		809,000		291,000								
185				LESS IS OUTSIDE USER CHARGES					100,000		80,000								
186				TOTAL IS BUDGET CHARGED OUT					709,000		211,000								
187																			
188																			
189																			
190																			

Date: 3/23/2017

**COURTHOUSE BUILDING  
RENT AND MAINTENANCE CHARGES  
FY 2017-18**

FUND DEPT. NO. NO.	DEPARTMENT	TOTAL RECOVERY		COMMON SQ. FT.	TOTAL SQ. FT.	FY 17-18 ANNUAL RENT	FY 16-17 RENT CHARGE	NET CHANGE
		RAW SQ. FT.	913,600					
			54,570		21,615			
			16.74					
			1.40					
FUND DEPT. NO. NO.	DEPARTMENT	TOTAL RECOVERY		COMMON SQ. FT.	TOTAL SQ. FT.	FY 17-18 ANNUAL RENT	FY 16-17 RENT CHARGE	NET CHANGE
		RAW SQ. FT.	913,600					
100	210 ASSESSOR	3,896		4,893	8,789	147,147	138,514	8,633
100	110 BOARD OF COMMISSIONERS	0		0	0	0	0	0
100	320 COMM. DEV-BLDG INSPECTION	801		1,006	1,807	30,253	28,478	1,775
100	590 COMM. DEV-ENV HEALTH	801		1,006	1,807	30,253	28,478	1,775
100	310 COMM. DEV-PLANNING	1,068		1,341	2,409	40,337	37,971	2,366
100	120 CLERK-RECORDING	896		1,125	2,021	33,841	31,855	1,986
100	130 CLERK-ELECTIONS	896		1,125	2,021	33,841	31,855	1,986
100	410 DA-PROSECUTION	2,150		2,700	4,850	81,203	76,439	4,764
100	415 DA-SUPPORT ENF.	750		942	1,692	28,327	26,665	1,662
100	470 COMMUNITY SERVICE DIVERSION	0		0	0	0	0	0
100	440 SHERIFF-EMER. MANGMT	200		251	451	7,554	7,111	443
100	435 SHERIFF-JAIL	200		251	451	7,554	7,111	443
100	430 SHERIFF-CRIMINAL	3,750		4,710	8,460	141,633	133,323	8,310
100	220 TAX COLLECTOR	784		985	1,769	29,611	27,873	1,738
100	140 TREASURER	150		188	338	5,665	5,333	332
220	450 DOG CONTROL	100		126	226	3,777	3,555	222
230	490 LAW LIBRARY	768		965	1,733	29,006	27,305	1,701
	<b>SUBTOTAL</b>	<b>17,210</b>		<b>21,615</b>	<b>38,825</b>	<b>650,000</b>	<b>611,868</b>	<b>38,132</b>
	MAN. SVCS. - INFO. SVCS./BOC	5,150			5,150	86,220		
	CIRCUIT COURT #1	4,005			4,005	67,051		
	CIRCUIT COURT #2	2,030			2,030	33,986		
	DISTRICT COURT	2,682			2,682	44,902		
	COURT RECORDS	1,378			1,378	23,070		
		500			500	8,371		
	<b>TOTAL COURTS</b>	<b>15,745</b>		<b>0</b>	<b>10,595</b>	<b>177,378</b>		
	<b>TOTAL</b>	<b>32,955</b>		<b>21,615</b>	<b>49,420</b>	<b>827,379</b>		

**Notes:**

Rent includes 635,000 operational budget for the Courthouse Building Maintenance plus \$75,000 for Depreciation. (Courthouse valued at \$5.25 Million depreciated over 75 Years) Rent includes charges for Utilities and Janitorial Service. Recovery charges for the Courts are excluded from the recovery calculations. Reserves are being used this fiscal year to offset some

## Date: 3/23/2017

**Notes:**  
The Academy Building Rent includes Estimated Operational Expenses of \$410,000, Repayment of COPs of \$240,000 and additional remodel charges of \$450,000.

**INSURANCE  
2017-2018**

DEPARTMENTS			CHARGE	
100	8820	110	B.O.C.	-
100	8820	120	CLERK-RECORDING	850.00
100	8820	130	CLERK-ELECTIONS	850.00
100	8820	140	TREASURER	450.00
100	8820	210	ASSESSOR	3,800.00
100	8820	220	TAX COLLECTOR	775.00
100	8820	310	PLANNING	1,300.00
100	8820	320	BUILDING INSP.	5,600.00
100	8820	410	D.A.-PROSECUTION	1,900.00
100	8820	415	D.A.-SUPPORT ENF.	700.00
100	8820	430	SHERIFF-PATROL	50,000.00
100	8820	435	SHERIFF-JAIL	65,000.00
100	8820	440	EMERGENCY MANAGEMENT	650.00
100	8820	457	COMMUNITY CORRECTIONS	3,000.00
100	8820	470	COMM. SERVICE	1,200.00
100	8820	590	ENVIRON. HEALTH	1,800.00
100	8820	750	PARKS	625.00
210	8820	610	P.W.-ADMINISTRATION	76,000.00
215	8820	660	P.L.C.P.	600.00
217	8820	645	OTIA III	-
220	8820	450	DOG CONTROL	850.00
225	8820	455	MARINE PATROL	650.00
232	8820	510	HEALTH SERVICES	1,800.00
235	8820	520	P.H.-FAMILY PLANNING	650.00
235	8820	525	P.H.-GENERAL HEALTH	1,350.00
235	8820	528	P.H.-W.I.C.	800.00
240	8820	530 M01	M.H.-ADMIN. SVCS.	80,000.00
245	8820	460 J01	JUVENILE-JUVENILE	1,350.00
245	8820	460 J02	JUVENILE-JUVENILE	600.00
250	8820	465	YOUTH PROG-MENTOR	-
255	8820	580	COMMISSION YOUTH/CHILDREN	-
260	8820	710	FAIR FUND - ANNUAL	1,500.00
260	8820	720	FAIR FUND - YEAR AROUND	9,000.00
280	8820	330	ECONOMIC DEVELOPMENT	850.00
300	8820	595	HOUSEHOLD HAZARDOUS WASTE	500.00
			TOTALS	315,000.00

Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Revenues

250 Youth Programs	(Fund)
Revenues for all departments	(Divn)

FY 14-15	FY 15-16	FY 16-17	Divn.	Acct.		FY 17-18	FY 17-18	FY 17-18	
Actual	Actual	Adopted	Num.	Num.	Description	Requested	Proposed	Approved	Division
<b>Revenues</b>									
127,285	188,609	0	465	6000	Beginning Fund Balance	0	0	0	Mentor/ILP
0	0	0	465	6110	Federal Grants	0	0	0	Mentor/ILP
766,608	0	0	465	6130	State Operating Grants	0	0	0	Mentor/ILP
0	0	0	465	6170	Intergovernmental Local Govt.	0	0	0	Mentor/ILP
0	0	0	465	6180	Non-governmental Grants	0	0	0	Mentor/ILP
0	0	0	465	6300	Charges for Services	0	0	0	Mentor/ILP
334	704	0	465	6800	Interest Income	0	0	0	Mentor/ILP
0	0	0	465	6980	Donations	0	0	0	Mentor/ILP
0	0	0	465	6990	Miscellaneous	0	0	0	Mentor/ILP
<b>894,227</b>	<b>189,313</b>	<b>0</b>			<b>Fund Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Polk County  
Adopted Budget  
Fiscal Year 2017-18  
Beginning July 1, 2017  
Expenditures

250 Youth Programs	(Fund)
465 Mentor/ILP	(Divn)
510 Human Services	(Dept)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	0	0.00
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0	0.00
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00	0	0.00
0	0	0		8080	Temporary/Part-Time	0		0		0	
0	0	0		8090	Overtime	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>		<b>Total Salaries</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
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	
<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>		<b>Total Personal Services</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
0	0	0		8210	Office Supplies	0		0		0	
0	0	0		8220	Operating Supplies	0		0		0	
0	0	0		8250	Small Tools & Minor Equipment	0		0		0	
0	0	0		8310	Advertising and Printing	0		0		0	
0	0	0		8320	Photocopying	0		0		0	
0	0	0		8330	Postage	0		0		0	
0	0	0		8340	Telephone	0		0		0	
0	0	0		8350	Utilities	0		0		0	
0	0	0		8410	Dues, Memberships & Publicatn	0		0		0	
0	0	0		8420	Workshops and Conferences	0		0		0	
0	0	0		8430	Transportation	0		0		0	
0	0	0		8520	Medical Care	0		0		0	
689,360	115,000	0		8540	Contract Services	0		0		0	
0	0	0		8560	Foster Care Contracts	0		0		0	
1,258	0	0		8570	Child Maintenance	0		0		0	
0	0	0		8580	Special Projects	0		0		0	
0	0	0		8610	Repairs & Maintenance	0		0		0	
0	0	0		8810	Rent Interdepartmental	0		0		0	
0	0	0		8820	Insurance Interdepartmental	0		0		0	
5,000	5,000	0		8830	Management Services Interdept	0		0		0	
0	0	0		8840	Information Services Interdept.	0		0		0	
10,000	69,314	0		8850	Human Serv. Admin. Interdept.	0		0		0	
<b>705,618</b>	<b>189,314</b>	<b>0</b>			<b>Total Materials and Services</b>	<b>0</b>		<b>0</b>		<b>0</b>	
0	0	0		9990	Contingency	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Contingency</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>705,618</b>	<b>189,314</b>	<b>0</b>	<b>0.00</b>		<b>Total Department Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
127,285	188,610	0		6000	Beginning Balance	0		0		0	
0	0	0		6110	Federal Grants	0		0		0	
766,608	0	0		6130	State Operating Grants	0		0		0	
0	0	0		6170	Intergovernmental Local Govt.	0		0		0	
0	0	0		6180	Non-governmental Grants	0		0		0	
335	704	0		6800	Interest Income	0		0		0	
0	0	0		6980	Donations	0		0		0	
0	0	0		6990	Miscellaneous	0		0		0	
<b>894,228</b>	<b>189,314</b>	<b>0</b>			<b>Total Revenues</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>705,618</b>	<b>189,314</b>	<b>0</b>	<b>0.00</b>		<b>Total Fund Requirements</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>894,228</b>	<b>189,314</b>	<b>0</b>			<b>Total Fund Resources</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>188,610</b>	<b>0</b>	<b>0</b>	<b>0.00</b>		<b>Net Fund Balance</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>

**Polk County  
Adopted Budget  
Fiscal Year 2017-2018  
Beginning July 1, 2017  
Expenditures**

217 OTIA III Bridge Replacement	(Fund)
645 OTIA III Bridge Replacement	(Divn)
210 Public Works	(Dept)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FTE	Acct. Num.	Description	FY 17-18 Requested	FTE	FY 17-18 Proposed	FTE	FY 17-18 Approved	FTE
<b>Expenditures</b>											
0	0	0	0.00	8010	Clerical/Admin. Specialist	0	0.00	0	0.00	0	0.00
0	0	0	0.00	8030	Professional/Technical	0	0.00	0	0.00	0	0.00
0	0	0	0.00	8040	Management/Supervisory	0	0.00	0	0.00	0	0.00
5,557	5,776	0	0.00	8050	Department Head	0	0.00	0	0.00	0	0.00
103	107	0		8090	Overtime	0		0		0	
<b>5,660</b>	<b>5,883</b>	<b>0</b>	<b>0.00</b>		<b>Total Salaries</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
808	931	0		8110	PERS-Retirement	0		0		0	
430	438	0		8120	Social Security/Medicare	0		0		0	
787	884	0		8140	Insurance	0		0		0	
28	29	0		8150	Unemployment	0		0		0	
14	15	0		8160	Workers Comp. Insurance	0		0		0	
<b>7,727</b>	<b>8,180</b>	<b>0</b>	<b>0.00</b>		<b>Total Personal Services</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
0	0	0		8210	Office Supplies	0		0		0	
1,008	0	0		8220	Operating Supplies	0		0		0	
0	0	0		8250	Small Tools & Minor Equipment	0		0		0	
0	0	0		8310	Advertising and Printing	0		0		0	
0	0	0		8320	Photocopying	0		0		0	
0	0	0		8330	Postage	0		0		0	
168	167	0		8340	Telephone	0		0		0	
0	0	0		8410	Dues, Memberships & Publicatns.	0		0		0	
5,756	0	0		8510	Professional Services	0		0		0	
0	0	0		8540	Contract Services	0		0		0	
0	0	0		8550	Contracts-Other Public Agency	0		0		0	
9,590	324,344	0		8610	Repairs & Maintenance	0		0		0	
0	0	0		8631	Bridge Maintenance	0		0		0	
1,100	1,100	0		8820	Insurance	0		0		0	
14,131	9,097	0		8830	Management Services Interdept.	0		0		0	
2,500	2,500	0		8840	Information Services Interdept.	0		0		0	
<b>34,253</b>	<b>337,208</b>	<b>0</b>			<b>Total Materials &amp; Services</b>	<b>0</b>		<b>0</b>		<b>0</b>	
0	0	0		8910	Land	0		0		0	
0	0	0		8920	Buildings	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Capital Outlay</b>	<b>0</b>		<b>0</b>		<b>0</b>	
0	0	0		9990	Contingency	0		0		0	
<b>0</b>	<b>0</b>	<b>0</b>			<b>Total Contingency</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>41,980</b>	<b>345,388</b>	<b>0</b>	<b>0.00</b>		<b>Total Dept Expenses</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>Revenues</b>											
385,073	344,758	0		6000	Beginning Balance	0		0		0	
0	0	0		6130	State Operating Grant	0		0		0	
1,665	630	0		6800	Interest Income	0		0		0	
0	0	0		6990	Miscellaneous	0		0		0	
<b>386,738</b>	<b>345,388</b>	<b>0</b>			<b>Total Revenues</b>	<b>0</b>		<b>0</b>		<b>0</b>	
<b>Net Cost of Program</b>											
<b>(344,758)</b>	<b>0</b>	<b>0</b>			<b>Expenditures less Revenue</b>	<b>0</b>		<b>0</b>		<b>0</b>	