

Photo courtesy of Washington County Visitors Association



Fiscal Year

2018-2019

Proposed
Budget
Summary

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* General Fund Organization Unit

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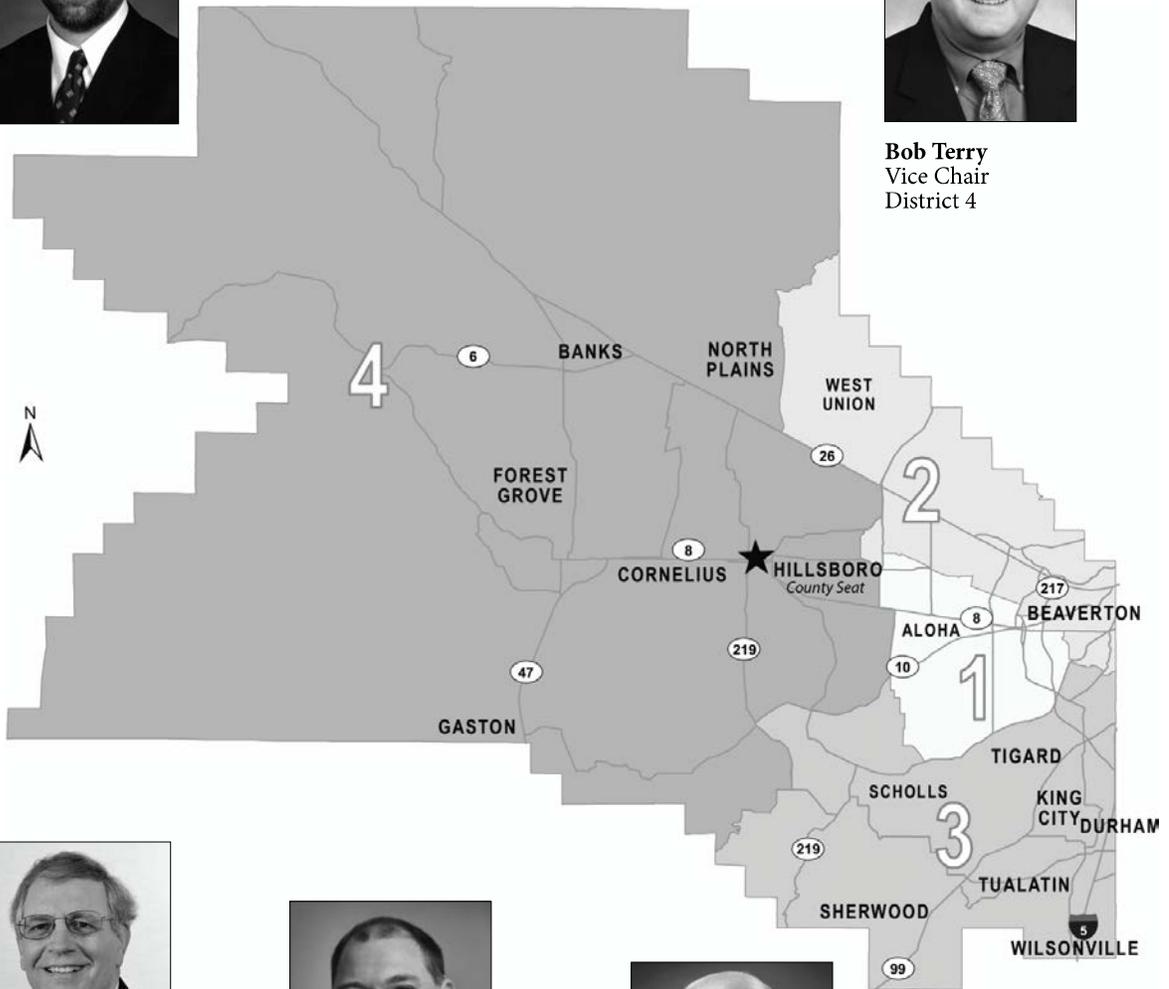
Commissioner Districts



Andy Duyck
Chairman
Commissioner at Large



Bob Terry
Vice Chair
District 4



Dick Schouten
District 1



Greg Malinowski
District 2



Roy Rogers
District 3

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Budget Committees

WASHINGTON COUNTY SERVICE DISTRICT FOR LIGHTING NO. 1

Board of Commissioners

Andy Duyck, Board Chair
Bob Terry, Board Vice Chair
Dick Schouten
Greg Malinowski
Roy Rogers

Lay Budget Committee Members

Mark Bauer
Leroy Bentley
Janice Essenberg
Bonnie Hadley
Rachael Twitty

ENHANCED SHERIFF'S PATROL DISTRICT URBAN ROAD MAINTENANCE DISTRICT

Board of Commissioners

Andy Duyck, Board Chair
Bob Terry, Board Vice Chair
Dick Schouten
Greg Malinowski
Roy Rogers

Lay Budget Committee Members

Leroy Bentley
Karen Bolin
Bonnie Hadley
Anthony Mills
Donna Tyner

NORTH BETHANY COUNTY SERVICE DISTRICT FOR ROADS

Board of Commissioners

Andy Duyck, Board Chair
Bob Terry, Board Vice Chair
Dick Schouten
Greg Malinowski
Roy Rogers

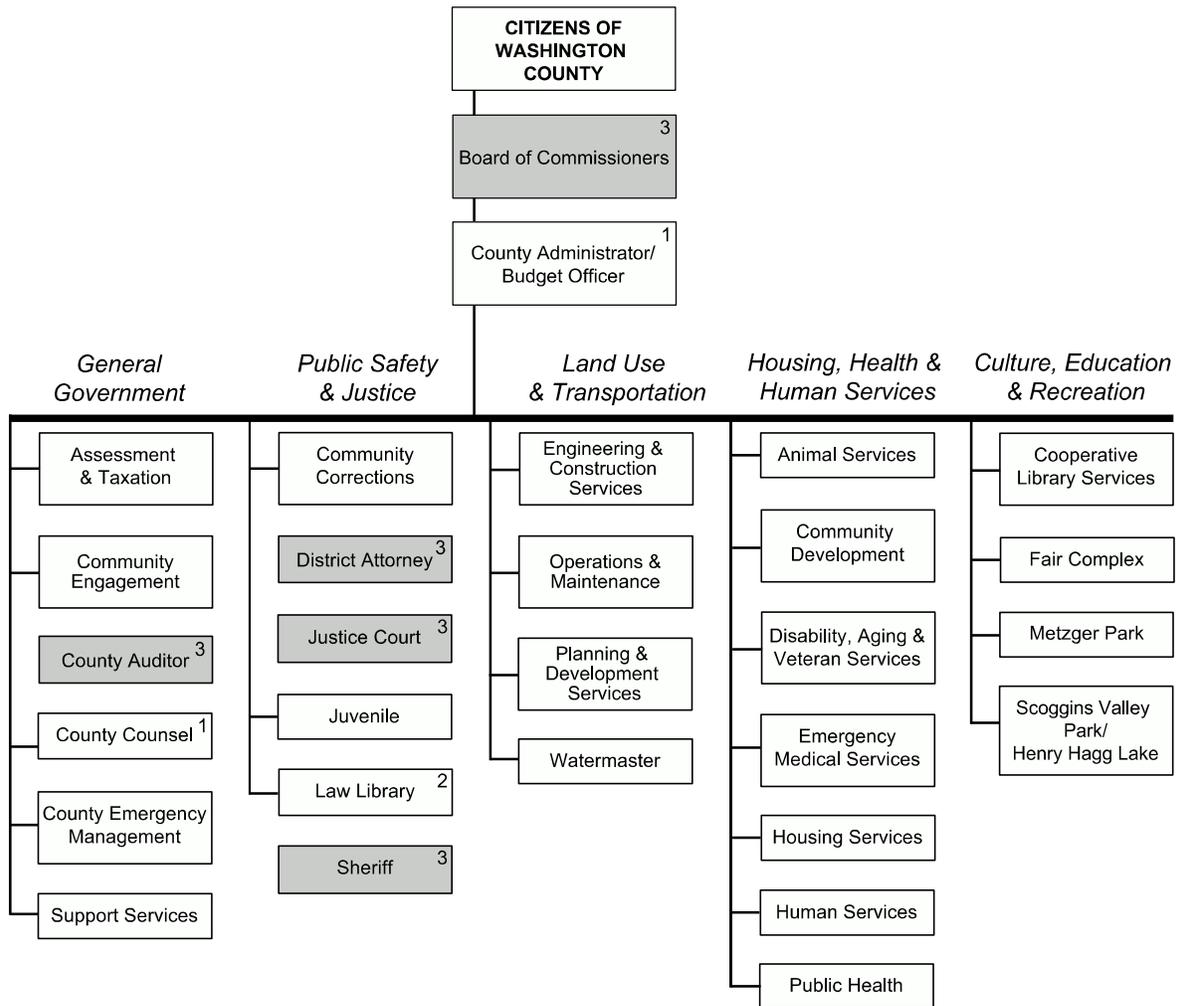
Lay Budget Committee Member

Murali Balan
Sarah Beachy
Rick Mallette
Daniel Reid

Budget Submitted By:
Robert P. Davis, County Administrator
May 2018

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Organizational Chart



1. Appointed by County Commissioner

2. Appointed by Circuit Court

3. Gray boxes denote elected positions

*Unless otherwise indicated, department heads are appointed by, and responsible to, the County Administrator.

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Key Initiatives & Issues

GENERAL ISSUES

General Information

Economic Growth

The County continues to benefit from positive economic trends in the areas of assessed value, real estate, tourism, residential and commercial development and historically low unemployment.

General Fund Revenues

General Fund revenues are budgeted to increase approximately 6% as compared to 4% the previous year. The main drivers of this trend include increases in property taxes, real property transfer taxes, hotel/motel taxes, Strategic Investment Program (SIP) payments and recording fees.

General Fund Reserve

The General Fund reserve remains an essential element of the County's financial management strategy. The Board of Commissioners has committed to maintain reserves that are 20% of annual discretionary net revenue. The ending fund balance as of June 30, 2018, is projected to be 23.2% of discretionary revenue and is expected to meet the goal of maintaining reserves at 20% over the five-year planning horizon.

Bond Rating

Moody's Investors Service assigned the County its highest rating of "Aaa." The rating reflects the County's large tax base, strong local economy, above-average residential wealth, healthy financial position and a very low level of direct debt.

Debt Issue

The County issued \$77 million in general obligation debt approved by the voters for the Emergency Communication System (9-1-1) and \$121 million in full faith and credit debt for the Event Center (\$34.9 million), Facilities Capital Projects (\$32.7 million) and Major Streets Transportation Improvement Program (\$53.4 million) during the 2016-17 fiscal year.

Enhanced Sheriff's Patrol District (ESPD) Local Option Levy

In May 2017, voter's approved a renewal of the ESPD Local Option Levy. The levy maintains current service levels for five years, replacing a levy expiring June 30, 2018. The levy will fund District police services at a fixed tax rate of 68 cents per \$1,000 of assessed value, which is unchanged from the current rate.

Public Employee Retirement System (PERS)

Based on the December 2017 actuarial report, PERS rates are increasing approximately 28% effective July 2019. The impact is forecasted to be approximately \$9 million for fiscal year 2019-20 and is distributed roughly 50-50 between the General Fund and special funds. The County plans to absorb this increase and will not be recommending the use of monies previously set aside in the PERS Stabilization Fund. These resources will remain available for future PERS rate adjustments.

Compensation Adjustment (non-represented employees)

The proposed budget includes a 2.8% cost-of-living adjustment (consumer price index-West Coast, annual average) for all employees except the Board of Commissioners and County Auditor. Employees working under a collective bargaining agreement will be subject to the adjustments negotiated as part of their respective agreements.

Seismic Resiliency of County Facilities

The Support Services, Facilities and Parks Services Division, is partnering with SERA architects and JE Dunn (general contractor) to seismically retrofit the Charles D. Cameron Public Services Building (PSB), Law Enforcement Center (LEC) and the Walnut Street Center (WSC). The LEC was completed during fiscal year 2017-18 and the PSB will extend into fiscal year 2018-19. The WSC seismic design will begin in fiscal year 2018-19 with construction in fiscal year 2019-20. The County is also in preliminary planning for seismic improvements to the Courthouse and Justice Services Building.

Public Safety Training Center

In 2015 the Board of Commissioners approved the purchase of 11.9 acres and a 77,000 square-foot warehouse for a future Public Safety Training Center. Construction began in earnest in early 2018 and is anticipated to conclude in January 2019. The facility will include two indoor shooting ranges, emergency vehicle driving course, classrooms, armory, mat rooms, simulated city and jail among other features.

Affordable Housing

Washington County is working actively and collaboratively with private and public partners to increase the inventory of affordable housing throughout the county. A number of projects are in the planning, design or construction phases, including: Cornelius Place (45 units), The Orchards at Orenco (60 units), Willow Crossing (122 units), Clover Court (6) and Cornell/Murray (48 units). The proposed budget includes the addition of a 1.00 full-time equivalent (FTE) Housing Development Coordinator to support these and other initiatives and continuation of \$300,000 for the Housing Opportunity Fund.

Key Initiatives & Issues

Washington County Thrives

Washington County remains a member of Thrives, a multi-organizational coalition lead by Community Action and the Vision Action Network and unified around the concept that families are more likely to succeed when they: 1) have a place to call home, 2) have access to living-wage jobs and 3) have a stable learning environment for their children. Although recent public opinion research shaped by the Thrives Steering Committee and commissioned by the County organization in fiscal year 2016-17 did not show sufficient support for a local option levy, Thrives leadership continues to support collaborative strategies and actions focused on reducing poverty in the community. Washington County, including key departments such as Housing Services, Community Development and Health & Human Services, intend to remain engaged in the process going forward.

OPERATING BUDGET

General Government

General Government includes expenses associated with governance and support functions. The proposed budget for General Government increases 5,555,507 (9%). The General Fund subsidy increases 4,929,482 (10%). The number of full-time equivalent (FTE) positions increase 14.50 (4%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Assessment & Taxation (100-3020)

The department continues its planning efforts towards a new assessment and taxation computer system. These efforts will continue into fiscal year 2019-20. The proposed budget includes 4.00 FTE to meet workload needs: a 1.00 FTE Residential Supervisor, 1.00 FTE Residential Property Appraiser, 1.00 FTE Industrial Appraiser and a 1.00 FTE Administrative Specialist II.

Community Engagement (100-3110)

This organization unit enters its third full year and, as in previous years, is supported by a combination of video lottery funds and County General Fund. It includes both general community engagement activities and support for the Community Participation Organization (CPO) Program. The CPO Program provides assistance to its active CPOs, is revitalizing several inactive CPOs and is creating new efficiencies in support of its volunteers. General community engagement activities include continued support for the Civic Leadership and Capacity Building pilot project in partnership with Adelante Mujeres (building upon the 2017-18 fiscal year pilot), completion of the Limited English Assistance Plan (LEAP) to fulfill compliance with the Title VI of the 1964 Civil Rights Act and implementation of digital online engagement tools for enhanced community engagement.

County Emergency Management (100-3210)

The proposed budget anticipates the addition of a 1.00 FTE Emergency Management Coordinator position (start date January 1, 2019) to enhance support for planning, training and exercise needs of all County departments. Priorities for the coming year include 1) hazardous materials release planning; 2) shelter planning; 3) disability, access and functional needs planning; 4) recovery planning; 5) workforce readiness and 6) community points of dispensing planning.

Support Services Administration (100-3510)

With a goal of enhancing support to the Sheriff's Office for Workers' Compensation and Liability/Casualty, the proposed budget includes the addition of a 1.00 FTE Senior Risk Management Analyst. In addition, the Sustainability Program budget includes a 0.50 FTE Program Specialist to provide analytic support and report writing.

Facilities Management (100-3535)

The proposed budget includes 2.00 FTE limited duration maintenance workers and 3.0 FTE General Service Aides added mid-fiscal year 2017-18 to address temporary staff relocations related to capital projects and the transition of the day-porter janitorial services to an in-house provision model. The budget also includes 1) a 1.00 FTE Management Analyst to enhance analysis and support to the work order system and oversight of the dispatch and communication functions and 2) maintenance, operational and janitorial expenses related to new facilities (including Adams Crossing, Public Services Annex, Public Safety Training Center and Blanton – North Operating Center).

Finance (100-3515)

The proposed budget includes the addition of a 1.00 FTE Senior Accounting Assistant (start date January 1, 2019) to allow for cross training and back-up for critical processes and functions. This will also allow existing staff resources to be redirected towards enhancing internal training and support functions.

Information Technology Services (100-3525)

Information Technology Services is in the midst of significant investments in hardware, network/security infrastructure, mobility tools, desk top applications and major software conversions including the assessment and taxation system. The proposed budget includes resources for the conversion to Office 365/Windows 10 and a number of staffing additions, including: 1.00 FTE Contract Analyst, 1.00 FTE Client Services Technician, 1.00 FTE Project Team Manger and a 1.00 FTE Business Analyst.

Key Initiatives & Issues

Human Resources (100-3520)

The Human Resources Division continues to focus on a number of initiatives, including diversity, equity and inclusion; organizational development and training; policy development; and outreach/recruitment. The proposed budget includes a 1.00 FTE Human Resources Analyst converted from a temporary part-time to a regular full-time position mid-fiscal year 2017-18 and the addition of 2.00 FTE Senior Human Resources Analysts to augment liaison services to departments and provide staffing to address priority projects and initiatives.

Purchasing (100-3530)

Due to the implementation of new contract management software, the Board of Commissioners approved a Senior Software Application Specialist mid-fiscal year 2017-18. The new system will provide enhanced features to support countywide contract administration and monitoring. Purchasing is also actively outreaching to minority and women-owned businesses and providing technical assistance regarding County purchasing processes and procedures.

Public Safety & Justice

The proposed budget for Public Safety & Justice increases 10,493,500 (6%). General Fund expenditures increase 4,523,359 (6%) and special fund expenditures increase 5,970,141 (6%). The General Fund subsidy increases 3,957,210 (6%). The number of full-time equivalent (FTE) positions increase 9.25 (1%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Sheriff's Office Administration (100-4010)

The Sheriff's Office General Fund request includes the addition of 14.75 FTE: 9.00 FTE Jail Deputies (5.00 FTE added mid-fiscal year 2017-18); 1.00 FTE Jail Corporal (added mid-fiscal year 2017-18); 2.00 FTE Jail Services Technicians (added mid-fiscal year 2017-18); 2.00 FTE Deputies (1.00 FTE to keep pace with population and a 1.00 FTE fully reimbursed contract position); 0.25 Senior Administrative Specialist and a 0.50 FTE Evidence Officer.

Adequately staffing our Jail is a priority. A comprehensive staffing study was completed over the past year in order to more accurately identify staffing needs. This budget includes staffing requests to help move us toward a level that will allow the Sheriff's Office to improve safety, reduce the amount of mandated overtime in the Jail and provide a more acceptable work-life balance for employees. Staffing needs and procedures will continue to be monitored and evaluated to maximize resources and provide a safe, efficient environment. Planning efforts on how to address female population management and continuing adjustments in working with inmate mental health issues continues.

Construction on capital upgrades to the Jail infrastructure and security systems were completed late in fiscal year 2017-18. With the safety of jail staff and inmates a continuous priority, projects will launch to replace the Jail Management System and the LEC/Jail heating, ventilation and air conditioning (HVAC) system will get necessary repairs and replacements.

With construction of the Public Safety Training Center underway, the Sheriff's Office will continue to focus on developing procedures, training plans and establishing teams within the law enforcement community in Washington County to determine how to best utilize the facility.

Grant funding from the Department of Justice to develop and implement a body-worn camera program has been obtained. Equipment testing has been completed and procedures and policies have been developed. The purchase of equipment and implementation of this program are expected to occur during fiscal year 2018-19.

The forensic unit is seeking accreditation through American National Standards Institute-American Society for Quality (ANSI-ASQ) National Accreditation Board (ANAB). Accreditation provides a framework for improving the quality, standardization and timeliness of forensic services, as well as reducing errors and providing valuable oversight and conflict resolution to ensure accuracy of evidence presented in criminal justice trials. Recruitment, outreach to community groups and other stakeholders through multiple platforms for the purpose of education and Sheriff's Office promotion remains an emphasis. Continual training for deputies is intended to enhance the Sheriff's Office interactions with those struggling with mental health issues.

Law Library (176-8510)

ORS 9.815 states: "(1) Each county shall: (a) Operate a free law library at a location that is convenient and available at reasonable hours; or (b) Provide free law library services at one or more locations that are convenient and available at reasonable hours."

The Washington County Law Library continues to draw increasingly from reserves to maintain service levels in the face of flat or decreasing revenues and inflationary increases to both print and online resources and personnel costs. State appropriations dropped 32% since fiscal year 2010-11 and net revenue has fallen 38% in the same time frame.

District Attorney (100-4510)

Due to changing and evolving needs of our community, the District Attorney's Office (DA's Office) has developed the need to ensure they have the necessary tools to proactively communicate with the public and media. Currently, this is not a function the DA's Office is set up to perform. To fill this urgent need, the proposed budget for fiscal year 2018-19 includes 1.00 FTE for a communications specialist to implement and maintain a comprehensive communications, outreach and public relations program for the office.

Key Initiatives & Issues

As the DA's Office has continued to grow and evolve over the years, the need for additional finance resources has grown as well. The FY 2018-19 budget includes a 1.00 FTE Fiscal Analyst. This position will serve as an assistant business manager for the DA's Office with a strong focus on grant management, contract management, revenue and expenditure analysis, as well as assisting with the annual budget preparation.

Juvenile (100-5010)

Over the last two budget cycles, the Juvenile Department has focused on enhancing its leadership structure to enable the department to move forward on important initiatives and services and effectively support and supervise employees. Juvenile has added a Division Manager for Case Management, an Administrative Assistant for the leadership team, a Culinary Specialist for the Harkins House Juvenile Shelter and a Research and Evaluation Analyst. These additions have readied the Juvenile Department for the following projects during the coming year:

- Conducting a department assessment for trauma-informed practices and services,
- Engaging in a project through the Georgetown University Center for Juvenile Justice Reform to implement evidence-based data-driven decision making throughout the juvenile system,
- Focusing on equity and cultural responsiveness through targeted training with staff and implementation of a Family Navigator's program that contracts with cultural organizations to support high-risk youth and families get connected to community resources,
- Developing a culinary job skills program in Harkins House,
- Enhancing security in courtrooms by allocating staff to these duties (due to a legislative decision to require the removal of restraints),
- Further developing the department's approach to meeting the mental health needs of youth through collaboration with the Health and Human Services Department, Human Services Division, and staff allocated to the Juvenile Department, and
- Assessing Washington County's need for a juvenile reception/assessment center where law enforcement can bring youth.

Juvenile's main budget impacts for the coming year are due to a 3% increase in their contract with Multnomah County for detention beds and increasing a 0.50 FTE in the Shelter program to 1.00 FTE. The increase in the contract with Multnomah County is expected cost-of-living expenditure, with the number of detention beds remaining at 17. In order to increase consistency, professionalism and decrease turnover and training costs, Juvenile has been gradually decreasing their reliance upon variable-hour and temporary employees while increasing permanent staffing in Harkins House..

Community Corrections (188-5510)

The Community Corrections Department will continue its Integrated Re-Entry Intensive Supervision and Services (IRISS) program for fiscal year 2018-19. Funding comes from the state Justice Reinvestment Program (JRP) which is designated to achieve the state JRP goals of reducing Washington County's prison bed utilization and recidivism while holding offenders accountable.

Community Corrections will also continue its Family Sentencing Alternative Pilot (FSAP) during fiscal year 2018-19. FSAP is a state funded program designed to work with non-violent offenders facing a prison sentence who are also parents or legal guardians at the time they committed their current offense. The overall goal of the program is to reduce the number of children placed into foster care while reducing overall prison commitments with the Oregon Department of Corrections and reducing recidivism by improving the ability of offenders to function in the community.

The Community Corrections Center has allocated funding for a body scanner to be installed in fiscal year 2018-19. The scanning technology provides a full-body X-ray image, ideally suited for enhanced security inmate screening. Body scanning technology further provides an enhanced detection of objects and threats concealed internally or externally on the body to reduce the smuggling of drugs, weapons, cell phones and other contraband. The automated body scan is anticipated to reduce staff screening time to less than seven seconds during high throughput periods.

The Community Corrections Department recently completed a comprehensive evidence-based design process for a Community Corrections Practice Model specific for Washington County. By designing a standard methodology and case-management strategy, all department staff will integrate evidenced-based practices within their respective classifications for a consistent approach throughout the department. Further, if followed with fidelity through an active continuous quality improvement process, the results should prevent more crime. The proposed FY 2018-19 budget was created to include the necessary resources to implement the Practice Model and build a framework guiding Corrections future activities.

Land Use & Transportation

The proposed budget for Land Use & Transportation increase 16,025,656 (15%). General Fund expenditures decreases 27,716 (1%) and special fund expenditures increase 16,053,372 (15%). The General Fund subsidy decreases 47,280 (3%). The number of full-time equivalent (FTE) positions increase 1.60 (less than 1%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

While the Land Use & Transportation (LUT) development activity is generally expected to remain flat, overall LUT budgets are increasing due to the implementation of a new state transportation package and a new countywide vehicle registration fee. Combined, they are expected to provide \$15.5 million in new revenue. The new revenue will provide needed resources to adequately maintain arterials and collectors to current County standards, as well as repair and restore County bridges and culverts over the next several years.

Key Initiatives & Issues

Planning and Development Services (Funds 100-6010, 170, 172, 174, 216): Development activity has remained steady over the last couple of years and is expected to continue with a possible slight decline. In total, the Planning and Development Service budgets and FTE remain the same for fiscal year 2018-19. Fund balances in all divisions have grown post-recession, replenishing reserves that declined significantly during the recession. These fund balances are expected to remain within targeted ranges.

- **Long Range Planning (100-6010):** General Fund subsidy decreases \$46,822 (3%). Large ongoing planning projects included in the work program include the North Bethany Main Street planning, Baker Rock Quarry plan amendment, Cooper Mountain area transportation refinement plan, Equitable Housing Site Barriers and Solutions project, coordination with cities on Urban Planning Area Agreements (UPAA) and planning for new Urban Growth Boundary areas. The Southwest Corridor Plan, Tualatin Valley Highway Corridor Transit Concept/Access Plan, Regional Transportation plan update and a rural regulations state law comparison are also scheduled for fiscal year 2018-19.
- **Current Planning (172-6020):** Staffing remains the same for fiscal year 2018-19 as activity levels are expected to continue at current levels.
- **Building Services (174-6020):** While development activity generally remains strong overall, the building department is projecting a slight decrease in charges and permitting fees related to an expected reduction in single family and commercial development. The department continues work toward implementation of several technology initiatives to improve customer service including: 1) ProjectDox, a system enabling electronic files to be submitted and reviewed online, 2) an online payment portal, 3) a video inspection program and 4) Permits Plus upgrade, creating an easier and more efficient permitting process for customers and staff. Reserves remain strong and are expected to be drawn down slightly in fiscal year 2018-19.

Road Fund (168-6030, 6040, 6045, 6050, and 6060): Road Fund revenues increase \$15,896,866 (37%) due to the implementation of a new state transportation package and a countywide vehicle registration fee, both to begin in fiscal year 2018-19. The increase in revenues will be used for various transportation capital and maintenance activities. The new vehicle registration funds will supplement the surface treatment program. The new funding, combined with current funding sources, should be adequate to maintain County arterials and collectors to County standards, as well as address deferred maintenance into the future. The state transportation package will support needed transportation capacity and safety improvements, as well as bridge and culvert maintenance and replacement.

Housing, Health & Human Services

The proposed budget for Housing, Health & Human Services increases 6,279,910 (4%). General Fund expenditures increase 2,165,954 (10%) and special fund expenditures increase 4,113,956 (3%). The General Fund subsidy increases 79,286 (1%). The number of full-time equivalent (FTE) positions increase 7.05 (2%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Community Development (164-9010, 220-9020):

- **Community Development Block Grant (CDBG) (164-9010):** Due to the U.S. Congress' most recent Continuing Resolution authorizing current levels of federal spending, the CDBG allocation for Washington County is estimated to remain the same for fiscal year 2018-19. As Hillsboro is now an entitlement city and has opted out of the County consortium of local Community Development Block Grant recipients, an additional \$150,000 of General Fund support will be necessary to supplement program administration. The County will be exploring options in the coming year that may stabilize the program and provide adequate funding for administration.
- **Home (220-9020):** Due to the federal government's Continuing Resolution, the federal HOME allocation for Washington County is estimated to remain flat. However, total revenues are projected to increase \$207,214 (6%) due to an expected increase in program income.

Housing Services (218-6510)

The County General Fund contribution to housing programs is proposed to increase \$222,484 (22%) mostly to supplement a 1.00 FTE Housing Controller position.

Public Health (100-7030)

Public Health received new funds from three grants: Public Health Modernization, Substance Abuse and Mental Health Services, and Early Intervention and Outreach. Overall revenue increases \$2 million (18%) and expenditures increase \$1.9 million (12%) for associated activities. A 1.00 FTE Administrative Assistant will support the growing administrative workload for this organization unit.

Key Initiatives & Issues

Health & Human Services (HHS) Administration (100-7040)

Revenue comes to this organization unit through a departmental cost-plan allocation. An Assistant Director for HHS is proposed in fiscal year 2018-19. This new position will be responsible for assisting the HHS Director in planning, implementing and evaluating all aspects of the department's operations and services.

Human Services (192-7060)

This organization unit houses several human service programs including Mental Health Services, Alcohol and Drug Services and Developmental Disabilities. Investments in Mental Health Services for affordable housing will support a new adult foster home and two supported housing beds. Significant new investments in Alcohol and Drug Services will allow the expansion of addictions outreach within the mental health crisis program, at least one new medication-assisted therapy facility in Washington County and a 1.00 FTE Program Coordinator to address the opioid epidemic. Developmental Disabilities is also seeing a significant increase in state funds to support program expansion, which allowed the addition of 9.00 FTE in fiscal year 2017-18 and will support a new behavioral health supervisor in fiscal year 2018-19.

Health Share of Oregon (195-7085)

Health Share of Oregon (HSO), one of the coordinated care organizations (CCOs), contracts with Washington County to manage the mental health benefit for its Washington County members. FamilyCare, another CCO providing services to residents in Washington County, ceased operations at the end of January 2018 and most FamilyCare members transitioned to Health Share of Oregon, increasing HSO membership by more than 100,000 individuals (45%). As a result, this organization unit is seeing an increase in both contracted services and staff in order to adequately serve these new members.

Mental Health Crisis Services (199-7089)

Crisis services include the Hawthorn Walk-In Center, Mental Health Response Team, Crisis Line, and Mobile Crisis Team. A mix of revenue sources continues to fund these important safety net services, including \$3.5 million from Human Services, \$1.2 million from Health Share of Oregon and \$400,000 from County General Fund.

Air Quality (244-9030)

The wood smoke reduction program was created by the Board of Commissioners on February 2, 2016. The purpose of the program is to reduce particulate matter emissions throughout Washington County. The program is part of a public/private partnership, as well as an interdepartmental effort, to reduce particulate matter emissions by encouraging the physical replacement of less efficient, higher particulate-producing wood stoves. This budget will mark the fourth year of Gain Share funding support and is coupled with continuing funding from public and private partners.

Culture, Education & Recreation

The proposed budget for Culture, Education & Recreation increases 3,040,440 (6%). General Fund expenditures increase 110,533 (7%) and special fund expenditures increase 2,929,907 (6%). The General Fund subsidy increases 131,833 (20%). The number of full-time equivalent (FTE) positions increase 0.00 (less than 1%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Parks (100-3560)

The proposed budget includes the conversion of a variable-hour 0.50 FTE Park Ranger to a 1.00 FTE full-time, benefited ranger position, the conversion of a maintenance worker to a Groundskeeper and a salary adjustment for the Parks Superintendent. Parks continues to focus on providing safe and accessible recreational activities and the maintenance of existing infrastructure and buildings. Staff is also working with the Bureau of Reclamation to assess and develop a funding strategy for future improvements, including camping facilities.

Metzger Park (162-3560)

The Metzger Park Advisory Committee, with the assistance of a consultant, recently finalized a Management Plan. One of the recommendations was to enhance recreational opportunities with a new sports court. The County subsequently applied for and received a local government grant from the Oregon Parks and Recreation Department to partially fund construction. Design is currently underway.

Cooperative Library Services (184-9710)

Washington County Cooperative Library Services (WCCLS) funding is comprised of an annual transfer from the General Fund and a Library Local Option Levy. The General Fund transfer, roughly 60% of the WCCLS funding, increases by the expected growth in countywide assessed value. The five-year Library Levy, roughly 40% of the total funding, was last passed by the voters in November of 2015 and began collection in fiscal year 2016-17. The new levy is a five-cent rate increase designed to include funding for the newly established Aloha Library, a new member to the cooperative, as well as restore and enhance library services across the cooperative. The levy increase also provides funding for the purchase of e-book and e-audiobook subscriptions, additional software and services to support member library catalog needs, Early Literacy Outreach (delivery of materials to home-based child care providers), online tutoring service and funding to support the annual countywide Summer Reading Program.

Key Initiatives & Issues

County Fair Complex (200-9810)

In addition to budgets for Fair Complex Operations and Interim Rentals and the Annual County Fair, this organization unit includes a new program budget this year for Capital Improvements. The creation of a Capital Improvements budget will enhance the County's ability to plan for current and future capital improvements and major facility maintenance needs as the Fairgrounds Advisory Committee launches a process to update the Fair Complex's 2008 master plan. The new program budget fully appropriates over \$1 million that would otherwise be held in contingency as in previous years in order to meet emerging or unexpected facility needs. The Fair Complex Operations budget reflects a net loss of \$36,000 due to the Main Exhibit Hall closure. The Annual County Fair budget increases over 25% to support the Fair's continued growth and is expected to draw over 125,000 attendees in 2018.

Transient Lodging Tax (240-1655)

Tourism receipts are slowing but are still anticipated to increase approximately 4-6% due primarily to the improving economy and the impacts of Washington County Visitor's Association (WCVA) marketing efforts. In addition, approximately \$1.34 million is set aside for future tourism related projects as approved by the Board of Commissioners.

Non-departmental

The proposed budget for Non-departmental decreases 9,388,182 (39%). Non-departmental budgets do not include any FTE.

Non-departmental (100-1620)

The proposed budget includes \$300,000 for the Housing Production Opportunity Fund and \$145,000 for the Regional Arts and Culture Council (RACC). The RACC contribution is increased \$10,000 from the previous year level based on the multi-year funding plan developed in fiscal year 2016-17. The budget also includes a first-time contribution of \$10,000 to Creating Assets, Savings and Hope (CASH) Oregon, a non-profit committed to improving the financial health of low income working families and individuals.

Community Network (100-1696)

The proposed budget continues funding for a number of key non-profit partners. New for fiscal year 2018-19 is a \$25,000 contribution to the Washington County Museum for building maintenance funds related to their facility at Portland Community College Rock Creek.

CAPITAL BUDGET

General Capital Projects

The proposed budget for General Capital Projects decreases 61,668,074 (36%).

Information Technology Services (ITS) Capital Projects (354-3580)

The proposed budget includes a number of significant projects, including 1) workstation upgrades and replacements, 2) network infrastructure upgrades/replacements, 3) financial system enhancements, 4) assessment and taxation system replacement, 5) jail management system replacement, 6) land use and transportation system replacement/upgrades and 7) other miscellaneous projects.

Facilities Capital Projects (356-3580)

The proposed budget includes a number of significant projects, including 1) Public Services Building (PSB) tenant improvements, 2) Public Safety Training Center, 3) Facilities Management Building locker room/showers, 4) suicide prevention improvements at the Parking Structure, 5) Public Services Annex (PSA) remodel for the Women, Infants and Children (WIC) program, 6) Tigard WIC Clinic relocation and 7) other miscellaneous projects.

Parks and Open Space Opportunity Fund (357-358035)

The proposed budget includes approximately \$364,318 available to maintain timber properties and fund greenspace acquisitions. These resources are made available through the active management (thinning) of County-owned timber property.

9-1-1 Emergency Communications System (359-3580)

Washington County continues to partner with the Washington County Consolidated Communications Agency (WCCCA) to fully execute the \$77 million voter-approved program to improve emergency communications and infrastructure for Washington County first responders and residents. The project includes a conversion from analog to digital technology, construction of resilient towers and buildings, improved dispatch center, digital radios for first-responder agencies and other miscellaneous expenses. When the County issued the bonds it received approximately \$11.3 million in premiums (beyond the \$77 million approved by the voters). Consistent with the bond language and intent, the County intends to expend approximately \$8.5 million of the premium to purchase the Tualatin Valley Fire & Rescue (TVFR) North Operating Center facility for use by first responders, including the Sheriff's Office. The remaining premium proceeds are set aside as additional contingency for the overall project.

Key Initiatives & Issues

Event Center (380-9820): In addition to the proceeds from a Full Faith and Credit bond issuance last fiscal year, the Event Center budget includes the first, of three, installment of an \$8 million commitment from the City of Hillsboro, a partner in funding the Event Center project. The Washington County Visitors association has pledged \$1 million for the project which is anticipated to be received in fiscal year 2018-19. The design is expected to be completed in the fall of 2018 with construction beginning by calendar year end.

Transportation Capital Projects

The proposed budget for Transportation Capital Projects reflects an increase of \$24,475,121 (11%).

Major Streets Transportation Improvement Program (362-6065): The Major Streets Transportation Improvement Program (MSTIP) receives a transfer from the General Fund that increases annually by the countywide assessed value increase. Last year the department began designing the High Growth Transportation Program to address necessary transportation improvements in designated high-growth areas. Full Faith and Credit bonds were issued in fiscal year 2016-17 to fund over \$53 million in high-growth project improvements and the program will dedicate incremental growth in the MSTIP General Fund transfer above \$35 million over the next several years to pay the debt service on the bonds. Fiscal year 2018-19 marks the third year of program.

Design of several new MSTIP 3e projects will begin soon. MSTIP 3e is a five- to six-year program of road projects developed by the Washington County Coordinating Committee and adopted by the Board of Commissioners in fiscal year 2016-17. MSTIP 3e is the seventh multi-year package of transportation projects developed since 1997, when an MSTIP serial levy was incorporated into the County's permanent tax rate. Projects from MSTIP 3, MSTIP 3b and MSTIP 3c are mostly in post construction or closed out, while some MSTIP 3d, MSTIP 3d High Growth, MSTIP Project Development and MSTIP 3e projects continue to be scheduled for design and construction. Several projects from the latest MSTIP 3e program will begin design in fiscal year 2018-19. Several large projects are slated for design or construction including the 124th Avenue Extension, Farmington, Springville Rd/185th Intersection., Roy Rogers Road, Cornelius Pass Road (Frances to Tualatin Valley Highway), Tualatin-Sherwood Road, Walker Road. In all, the MSTIP program has 58 active projects.

Transportation Development Tax (374-6065): The transportation development tax (TDT) was passed by the voters in November 2008 and doubled the rate of the traffic impact fee (TIF) it replaced. The taxes are collected from new development for use in increasing transportation system capacity. The fund will have two projects in design for fiscal year 2018-19.

Road Capital Projects (368-6065): Revenues increase \$2.8 million (32%) due an increase in funding from the new state transportation package being transferred from the Road Fund. A new program has been set up in the Road Capital Projects fund to track projects funded by new state transportation revenues. Three bridge projects will be in the design phase for fiscal year 2018-19.

In late February 2016, the County's proposal for the Hagg Lake Perimeter Road Safety Improvements on West Shore Drive submitted under the 2015 Oregon Federal Lands Access Program (FLAP) was approved for \$5.9 million. This joint project with Facilities and Parks Maintenance Services is estimated at \$11.3 million with contingency. The remaining monies outside of the FLAP grant were funded from the Road Fund (\$5.5 million) and the General Fund (\$1.85 million). The project will repair slides, guardrail, culverts and paving around Hagg Lake. Although budgeted in the prior fiscal year, the project is still ongoing and the funds are appropriated again this year.

North Bethany System Development Charge (376-6065): This fund was established in fiscal year 2011-12 as a supplemental system development charge (SDC) on development in North Bethany. Resources will be used to help fund needed transportation projects in the community. It is estimate that up to 300 units will be developed in fiscal year 2018-19 resulting in increases in revenues and a \$6 million transfer out to help fund the Springville Road/Kaiser-to-Joss project, as well as the initial design funding for an additional project.

Bonny Slope Systems Development Charge (SDC) (378-6065): This fund accounts for supplemental SDCs collected in the Bonny Slope area to help fund needed transportation capacity improvements as development occurs. It is projected that up to 100 units may be developed in fiscal year 2018-19.

Key Initiatives & Issues

NON-OPERATING BUDGET

Debt Service

The proposed budget for Debt Service increases 2,731,609 (12%).

Series 2016B FF&C (305-3585)

In December 2016, the County issued \$121 million in full faith and credit obligations. The proceeds are being used to fund three types of projects, including general facilities, the Event Center and road projects. Funding to pay the annual debt service is derived from the General Fund, transient lodging tax, Gain Share and property tax revenue allocated to the Major Streets Transportation Improvement Program (MSTIP).

General Obligation Bonds (304-3585)

In May 2016, County voters approved a bond for the replacement and upgrade to the Emergency Communication System (9-1-1). The annual debt payment of approximately \$4.4 million is allocated and collected through property tax statements.

Risk Management / Insurance

The proposed budget for Debt Service increases 1,865,237 (4%).

Liability/Casualty Insurance (504-3570)

The County is responsible for any claims/settlements up to \$1 million with excess insurance covering from \$1 million to \$10 million. Based on the most recent actuarial report, claims for fiscal year 2018-19 are budgeted at \$2.5 million and includes the cost for legal services which are housed in the County Cost Plan.

Medical Insurance (510-3570)

Expenditures increase approximately \$1.5 million (4%) due primarily to premium adjustments effective January 1, 2018, estimated increases for January 2019 and costs associated with new positions. The budget also includes appropriations set aside to address unanticipated fluctuations in premiums and additional staffing included in the proposed budget. The County is on a calendar-year renewal and will be in active negotiations with providers in the fall 2018, leading to new rates effective January 1, 2019. Delta Dental has transitioned from a fully insured to a self-funded model, resulting in cost savings in annual premiums without a reduction in benefit levels.

Public Employees Retirement System (PERS) Employer Stabilization (524-1615)

The proposed budget includes \$6.8 million set aside to partially offset future PERS rate adjustments. The proposed budget for fiscal year 2018-19 does not assume the transfer or use of these funds. During the year, staff plans to assess the pros and cons of creating a PERS side account under recently approved legislation.

Miscellaneous

The proposed budget for Miscellaneous increases 10,133,091 (7%).

General Fund Transfers (100-1670)

Revenues increase due primarily to tax revenues (\$6 million) and operating transfers (\$1.77 million). Resources allocated to other organization units increase \$2.67 million (3%) due to increases in the General Fund subsidy in General Government of \$6.16 million (13%); Public Safety & Justice, \$7.8 million (7%); Land Use & Transportation, \$14,012 (1%); Housing, Health & Human Services, \$283,886 (4%); Culture, Education & Recreation, \$145,049 (22%); Non-departmental, excluding Contingency, \$198,266 (11%) and Contingency is reduced \$8.03 million (23%).

Increases to Cooperative Library Fund, Road Fund, Information Services Capital Acquisition, Community Corrections, Aging, Community Development and Housing are offset by decreases to Miscellaneous Debt Service, 2106 Full Faith & Credit Obligations for Facilities Capital Projects, MSTIP and General Capital Projects.

Lottery Program (156-1625)

Legislation was passed in 2012 requiring counties to segregate video lottery proceeds in a special fund and to expense for economic development-related programs and services. Expenditures include 1) staff support for economic development initiatives; 2) support to outside organizations (economic development agencies, chambers of commerce and the Washington County Historical Society); 3) resources for economic development -related studies and 4) support for the Community Engagement organization unit (previously Citizen Participation Organization), Long Range Planning and Code

Key Initiatives & Issues

Enforcement. On or before October 1 of each year, the County files a report with the Oregon Department of Administrative Services on the amounts received and their respective purpose and use. This information is posted on the Oregon Transparency website. Lottery revenues and expenditures increase \$60,394 based on estimates provided in the state General Fund forecast.

SPECIAL DISTRICTS

Urban Road Maintenance District (214-6080): The Board of Commissioners adopted an ordinance in fiscal year 2012-13 that broadened the use of the Urban Road Maintenance District's (URMD) tax revenues to include safety improvements within the District. These safety improvements may include, but are not limited to, sidewalks, bicycle lanes, safety markings, devices, signs and signals. Consistent with URMD Advisory Committee (URMDAC) project recommendations, the proposed budget includes significant public safety improvement projects. And consistent with URMDAC recommendations, the overlay maintenance budget remains lower to make funding available for the safety projects. The pavement condition goal was reduced from "very good" to "good" in order to reallocate funds for these improvements.

North Bethany County Service District for Roads (215-6085): The North Bethany County Service District for Roads was established as part of a larger funding strategy to provide needed transportation improvements in the District as development occurs. Property tax revenues levied by the District are expected to increase as development activity continues to increase in the North Bethany community. A \$6 million operation transfer from the North Bethany Systems Development Fund (a supplemental for transportation improvements) is budgeted to assist with the construction of the Springville Road/Kaiser-to-Joss project currently in design and to provide flexibility in addressing future priority transportation projects within North Bethany.

Photo courtesy of Washington County Visitors Association



Fiscal Year

2018-2019

Total Budget

TOTAL BUDGET

OVERVIEW

Description	Adopted	Modified	Proposed	Change	% of	
	2017-18	2017-18	2018-19	\$	%	Total
General Government	\$ 60,760,992	60,975,992	66,531,940	5,555,948	9%	5%
Public Safety & Justice	183,605,849	184,171,117	194,664,617	10,493,500	6%	16%
Land Use & Transportation	107,745,001	107,745,001	123,770,657	16,025,656	15%	10%
Housing, Health & Human Services	147,637,046	147,787,046	154,196,956	6,409,910	4%	12%
Culture, Education & Recreation	53,708,286	53,909,850	56,950,290	3,040,440	6%	5%
Non-departmental	24,143,705	23,983,705	14,595,082	(9,388,623)	-39%	1%
subtotal	577,600,879	578,572,711	610,709,542	32,136,831	6%	49%
Capital	428,668,727	429,170,534	345,741,019	(83,429,515)	-19%	28%
Non-operating	242,248,762	263,299,440	277,836,887	14,537,447	6%	23%
Totals	1,248,518,368	1,271,042,685	1,234,287,448	(36,755,237)	-3%	100%
General Fund	276,053,526	277,787,077	280,770,363	2,983,286	1%	23%
Special Funds	972,464,842	993,255,608	953,517,085	(39,738,523)	-4%	77%
Totals	\$ 1,248,518,368	1,271,042,685	1,234,287,448	(36,755,237)	-3%	100%
General Fund	1,028.49	1,052.61	1,078.56	25.95	2%	52%
Special Funds	972.71	997.46	1,004.41	6.95	1%	48%
FTE's	2,001.20	2,050.07	2,082.97	32.90	2%	100%

TOTAL BUDGET

OVERVIEW

Description	Adopted	Modified	Proposed	Change		% of
	2017-18	2017-18	2018-19	\$	%	Total
General Government	\$ 11,467,700	11,467,700	12,218,211	750,511	7%	0%
Public Safety & Justice	94,054,391	94,619,659	98,435,515	3,815,856	4%	0%
Land Use & Transportation	58,988,272	58,988,272	74,539,023	15,550,751	26%	0%
Housing, Health & Human Services	111,268,356	111,418,356	117,912,659	6,494,303	6%	0%
Culture, Education & Recreation	41,590,210	41,698,529	43,451,465	1,752,936	4%	0%
Non-departmental	100,000	100,000	100,000	-	0%	0%
Capital	106,559,983	124,407,547	85,009,073	(39,398,474)	-32%	0%
Non-operating	314,823,408	318,583,329	346,037,118	27,453,789	9%	0%
Total Revenues	738,852,320	761,283,392	777,703,064	16,419,672	2%	0%
General Government	60,760,992	60,975,992	66,531,940	5,555,948	9%	0%
Public Safety & Justice	183,605,849	184,171,117	194,664,617	10,493,500	6%	0%
Land Use & Transportation	107,745,001	107,745,001	123,770,657	16,025,656	15%	0%
Housing, Health & Human Services	147,637,046	147,787,046	154,196,956	6,409,910	4%	0%
Culture, Education & Recreation	53,708,286	53,909,850	56,950,290	3,040,440	6%	0%
Non-departmental	24,143,705	23,983,705	14,595,082	(9,388,623)	-39%	0%
Capital	428,668,727	429,170,534	345,741,019	(83,429,515)	-19%	0%
Non-operating	242,248,762	263,299,440	277,836,887	14,537,447	6%	0%
Total Expenditures	1,248,518,368	1,271,042,685	1,234,287,448	(36,755,237)	-3%	0%
Revenues under Expenditures	(509,666,048)	(509,759,293)	(456,584,384)	53,174,909	-10%	0%
Beginning Fund Balances	509,666,048	509,759,293	456,584,384	(53,174,909)	-10%	0%
Ending Fund Balances \$	-	-	-	-	0%	0%

TOTAL BUDGET

OVERVIEW

Category Description	Adopted	Modified	Proposed	Change		% of
	2017-18	2017-18	2018-19	\$	%	Total
Taxes	195,311,012	195,633,090	203,461,085	7,827,995	4%	26%
Licenses & Permits	13,647,197	13,647,197	13,940,765	293,568	2%	2%
Intergovernmental	156,165,711	158,135,771	179,453,213	21,317,442	13%	23%
Charges for Services	109,347,017	109,347,017	134,578,992	25,231,975	23%	17%
Fines & Forfeitures	3,472,070	3,472,070	3,425,351	(46,719)	-1%	0%
Interdepartmental	43,267,571	43,267,571	42,578,847	(688,724)	-2%	5%
Miscellaneous	44,670,903	44,670,903	50,404,499	5,733,596	13%	6%
Operating Transfers In	172,970,839	193,109,773	149,860,312	(43,249,461)	-22%	19%
Total Revenues	738,852,320	761,283,392	777,703,064	16,419,672	2%	100%
Personnel Services	239,925,219	240,133,028	253,754,159	13,621,131	6%	21%
Materials & Services	434,366,287	435,488,872	450,446,857	14,957,985	3%	36%
Other	48,264,868	49,441,612	54,628,516	5,186,904	10%	4%
Interdepartmental	38,941,214	38,941,214	42,086,273	3,145,059	8%	3%
Operating Transfers Out	173,241,924	193,991,091	156,262,660	(37,728,431)	-19%	13%
Capital Outlay	158,162,807	158,466,052	135,769,268	(22,696,784)	-14%	11%
subtotal	1,092,902,319	1,116,461,869	1,092,947,733	(23,514,136)	-2%	89%
Contingency	155,616,049	154,580,816	141,339,715	(13,241,101)	-9%	11%
Total Expenditures	1,248,518,368	1,271,042,685	1,234,287,448	(36,755,237)	-3%	100%
Revenues under Expenditures	(509,666,048)	(509,759,293)	(456,584,384)	53,174,909	-10%	
Special Funds Beginning Balances	509,666,048	509,759,293	456,584,384	(53,174,909)	-10%	
Ending Fund Balances \$	-	-	-	-		0%

Photo courtesy of Washington County Visitors Association



Fiscal Year

2018-2019

General Fund

GENERAL FUND

OVERVIEW

Property tax revenue raised from the County's \$2.2484 permanent rate is accounted for in the General Fund. This fund is the main operating fund of the County and accounts for the revenues and expenditures for countywide activities

Functional Area	Adopted	Modified	Proposed	Change		% of
	2017-18	2017-18	2018-19	\$	%	Total
General Government	\$ 54,357,682	54,572,682	59,380,033	4,807,351	9%	21%
Public Safety & Justice	81,083,451	81,083,451	85,606,810	4,523,359	6%	30%
Land Use & Transportation	4,169,988	4,169,988	4,142,272	(27,716)	-1%	1%
Housing, Health & Human Services	21,235,768	21,235,768	23,401,722	2,165,954	10%	8%
Culture, Education & Recreation	1,692,450	1,692,450	1,802,983	110,533	7%	1%
Non-departmental	24,143,705	23,983,705	14,595,082	(9,388,623)	-39%	5%
subtotal	186,683,044	186,738,044	188,928,902	2,190,858	1%	67%
Non-operating	89,370,482	91,049,033	91,841,461	792,428	1%	33%
Totals \$	276,053,526	277,787,077	280,770,363	2,983,286	1%	100%
FTE's	1,028.49	1,052.61	1,078.56	25.95	2%	

GENERAL FUND

OVERVIEW

Functional Area	Adopted	Modified	Proposed	Change		% of
	2017-18	2017-18	2018-19	\$	%	Total
General Government	\$ 5,838,371	5,838,371	5,715,799	(122,572)	-2%	0%
Public Safety & Justice	14,129,025	14,129,025	14,695,174	566,149	4%	0%
Land Use & Transportation	2,661,136	2,661,136	2,680,700	19,564	1%	0%
Housing, Health & Human Services	14,088,695	14,088,695	16,175,363	2,086,668	15%	0%
Culture, Education & Recreation	1,030,300	1,030,300	1,009,000	(21,300)	-2%	0%
Non-departmental	100,000	100,000	100,000	-	0%	0%
Non-operating	192,376,428	194,109,979	202,083,306	7,973,327	4%	0%
Total Revenues	230,223,955	231,957,506	242,459,342	10,501,836	5%	0%
General Government	54,357,682	54,572,682	59,380,033	4,807,351	9%	0%
Public Safety & Justice	81,083,451	81,083,451	85,606,810	4,523,359	6%	0%
Land Use & Transportation	4,169,988	4,169,988	4,142,272	(27,716)	-1%	0%
Housing, Health & Human Services	21,235,768	21,235,768	23,401,722	2,165,954	10%	0%
Culture, Education & Recreation	1,692,450	1,692,450	1,802,983	110,533	7%	0%
Non-departmental	24,143,705	23,983,705	14,595,082	(9,388,623)	-39%	0%
Non-operating	89,370,482	91,049,033	91,841,461	792,428	1%	0%
Total Expenditures	276,053,526	277,787,077	280,770,363	2,983,286	1%	0%
Revenues under Expenditures	(45,829,571)	(45,829,571)	(38,311,021)	7,518,550	-16%	0%
General Fund	34,213,983	34,213,983	26,695,433	(7,518,550)	-22%	70%
Revenue Stabilization	11,615,588	11,615,588	11,615,588	-	0%	30%
Beginning Fund Balance	45,829,571	45,829,571	38,311,021	(7,518,550)	-22%	100%
Ending Fund Balances \$	-	-	-	-	22%	0%

GENERAL FUND

OVERVIEW

Category Description	Adopted	Modified	Proposed	Change		% of
	2017-18	2017-18	2018-19	\$	%	Total
Taxes	\$ 145,545,672	145,837,479	151,824,835	5,987,356	4%	63%
Licenses & Permits	7,759,312	7,759,312	8,187,359	428,047	6%	3%
Intergovernmental	16,551,545	17,728,289	18,678,980	950,691	5%	8%
Charges for Services	11,090,762	11,090,762	10,877,249	(213,513)	-2%	4%
Fines & Forfeitures	2,972,070	2,972,070	2,925,351	(46,719)	-2%	1%
Interdepartmental	7,224,621	7,224,621	7,525,564	300,943	4%	3%
Miscellaneous	4,818,827	4,818,827	5,173,841	355,014	7%	2%
Operating Transfers In	34,261,146	34,526,146	37,266,163	2,740,017	8%	15%
Total Revenues	230,223,955	231,957,506	242,459,342	10,501,836	5%	100%
Personnel Services	125,425,120	125,425,120	133,289,678	7,864,558	6%	47%
Materials & Services	35,177,787	35,392,787	39,004,392	3,611,605	10%	14%
Other	2,890,155	4,066,899	3,044,931	(1,021,968)	-25%	1%
Interdepartmental	193,728	193,728	155,235	(38,493)	-20%	0%
Operating Transfers Out	77,754,894	78,256,701	80,225,873	1,969,172	3%	29%
Capital Outlay	787,949	787,949	783,250	(4,699)	-1%	0%
subtotal	242,229,633	244,123,184	256,503,359	12,380,175	5%	91%
Contingency	33,823,893	33,663,893	24,267,004	(9,396,889)	28%	9%
Total Expenditures	276,053,526	277,787,077	280,770,363	2,983,286	1%	100%
Revenues under Expenditures	(45,829,571)	(45,829,571)	(38,311,021)	7,518,550	-16%	
Beginning Fund Balances	45,829,571	45,829,571	38,311,021	(7,518,550)	-16%	
Ending Fund Balances \$	-	-	-	-		

GENERAL FUND

The County views all resources as either discretionary or dedicated. Discretionary revenues are general in nature and may be directed for use at the discretion of the Budget Committee and Washington County Board of Commissioners; these revenues are accounted for in two discretionary funds – the General Fund and Revenue Stabilization Fund. Dedicated revenues are restricted to a defined purpose and use and are accounted for in various special funds; 73% of the County's total budget is dedicated.

The Board policy is to maintain an ending fund balance that is a minimum of 20% of net revenues. The amounts transferred to MSTIP and WCCLS are excluded from General Fund revenues for purposes of calculating the fund balance reserve. This reserve provides the County the ability to adjust to cyclical changes in revenue sources, expenditures, emergencies, cover the County's cash flow needs prior to the annual property tax receipts in November and preserve long-term financial stability.

The current fiscal year is projected to meet the Board's goal and subsequent years are forecasted based on the current year's projections. The following assumptions are used for the projections and forecast:

Current fiscal year **2017-18** projections:

- 4.0% increase in assessed value
- 96.0% property tax collection rate
- 1.6% cost of living adjustment (COLA) using the CPI-W, West Coast (annual average) index
 - Labor agreements with AFSCME, ONA expire June 30, 2017
- 1.9% Market Adjustment for all non-represented employees
- Blended PERS rate of 21.18%
- 94.0% expenditure spending to meet the Board's policy to maintain a General Fund reserve that is a minimum of 20% of net revenues

Projections for the **2018-19** fiscal year:

- 4.5% increase in assessed value
- 96.0% property tax collection rate
- 2.8% COLA using the CPI-W, West Coast (annual average) index
- Blended PERS rate of 21.18%
- 94.0% expenditure spending to meet the Board's policy to maintain a General Fund reserve that is a minimum of 20% of net revenues

Forecasts for fiscal years **2019-20 through 2024-25**:

- Forecast based on 2018-19 projections
- 4.25% increase in assessed value for 2019-20 and 4.5% thereafter
- 4.0% increase in department revenues
- 3.0% salary adjustments for step increases and cost of living adjustment (COLA)
- 0.5% market adjustment
- Blended PERS rate of 24.40% for 2019-20, 20.00% increases for each biennium thereafter
- 6.0% increases in medical
- 2.0% expenditure growth

DISCRETIONARY REVENUE DEFINITIONS

The following describes the various discretionary revenue sources accounted for in the General Fund.

TAXES

Property Taxes are revenues generated by a \$2.2484 permanent fixed rate levied against a property owner's taxable assessed value on land and structures. As a result of the voters approving ballot measures 47 and 50, in 1996 and 1997, respectively, the state has a property tax rate system; prior to 1996 the state had a property tax base system. A permanent tax rate was determined for each taxing jurisdiction and then applied to a taxable assessed value that is limited to a 3% annual increase plus any exceptions allowed by state statute. The FY 2017-18 taxable assessed values in Washington County were approximately 56% of real market value.

Delinquent Taxes refers to the collections of property taxes not paid in the year in which the taxes were levied. The amount budgeted for each year is estimated by using recent historical collection rates on the outstanding delinquent property tax balance from each year's levy.

Additional Tax – Current includes payments from properties that are disqualified from a special assessment program including farm and forest land and historic property as well as fees charged for personal property returns filed after the due date.

Hotel/Motel Tax or Transient Lodging Tax is a tax collected from lodging guests (daily or weekly renters at hotels, motels and other lodging establishments). This tax has been in existence since 1972. In March 31, 2000 the tax rate within Washington County was increased to 7% and in July 1, 2006 the tax rate increased to 9%. The tax is distributed as follows: 26% goes to the Washington County Visitors Association, 28% goes to the General Fund of Washington County, 11% goes to the Washington County Fair Grounds, 7% goes to the Events Center project and 28% is split among the cities within Washington County.

Real Property Transfer Tax is revenue from the County's 1/10th of 1% tax on real estate transfers within Washington County.

Other Tax revenue accounts for miscellaneous taxes including the Small Tract Forestland (STF) Option developed to accommodate the varying needs of small woodland owners. This program allows the landowner to delay paying part of their annual property taxes until after the landowner harvests timber. The 2003 legislature established the Forestland Program as a special tax assessment. This reduced tax assessment was intended to recognize the importance of forestland to Oregon's economy and to respond to the growing pressures urban growth was putting on natural resource lands.

LICENSES & PERMITS

Liquor License fees are charged for Oregon Liquor Control Commission applications for license renewals, original applications and change in ownership, location or privilege (type of license).

Cable TV Franchise Fees are collected from cable television companies within unincorporated Washington County.

INTERGOVERNMENTAL REVENUES

Cigarette Tax is a state shared revenue from the tax on the sale of cigarettes and allocated to counties based on their pro-rata share of the total population in the state.

Liquor Tax is a state shared revenue from the tax on the sale of alcoholic beverages and allocated to counties based on their pro-rata share of the total population in the state. Another portion of the liquor tax is dedicated and distributed to the County for use in mental health programs. These dedicated monies are included in the Human Services budget, a special fund.

Marijuana Tax is a state shared revenue from the sale of recreational marijuana and allocated to counties based on the total available grow canopy size and number of licensees. An additional 3% tax was approved by voters for retail sales in licensed shops in unincorporated areas of the County. Another portion of the marijuana tax is dedicated and distributed to the County for use in mental health programs. These dedicated monies are included in the Human Services budget, a special fund.

Oregon and California (O&C) Railroad Timber Sale Revenue is distributed by the U.S. Treasury to counties in western Oregon from the sale of timber cut on the lands originally granted to the O&C Railroad by the federal government. Monies are distributed based on a formula defined in the act.

DISCRETIONARY REVENUE DEFINITIONS

State Timber Receipt revenues account for the County's share of timber tax distributions made by the state of Oregon for managing state forest lands within the County.

Amusement Device Tax is revenue raised by the state-wide collection of a flat fee per amusement device (pinball game, etc). The state retains 60% of the tax and distributes the remaining 40% among counties based on their pro-rata share of the total population.

Video Lottery revenue is raised from monies generated by video poker machines located throughout the state. According to state law, counties receive their pro-rata share of the 2.5% of net receipts for economic development.

FINES & PENALTIES

Court Surcharge revenue is received from the County Assessment levied per ORS 137.309. County Assessments are additional charges placed by circuit and traffic courts on top of fines imposed by the courts. Fines are placed in the General Fund and used to support Community Corrections and Juvenile programs.

MISCELLANEOUS REVENUES

Interest Earnings on the County's temporarily idle funds invested as authorized by the County's Investment Policy and Oregon Revised Statutes.

Intergovernmental loan with the Housing Authority of Washington County was approved in June 2003 for \$1,300,000. In September 2008 the Washington County Board of Commissioners approved an extension of the loan until June 30, 2020; annual payments of \$100,000 per year until June 30, 2019 or the debt is paid in full, whichever comes first, with the balance, if any, due June 30, 2020.

Reimbursement of Expenses is money received from County departments to repay the General Fund for a lump sum payment made in fiscal year 2001-02 to the Public Employees Retirement System (PERS) to retire a portion of the County's unfunded actuarial liability. This payment is being recovered from the benefited departments over a 25-year period.

Other Revenues include charges to the state courts, public defender and the bar association for facilities and information services provided by the County.

TRANSFER REVENUES

Transfer from Fund 222 (Indirect Cost Reimbursement) is revenue generated from the County Cost Plan which reimburses the General Fund for overhead support provided to the non-General Fund programs.

Transfer from Fund 204 (SIP Fund). Strategic Investment Plan (SIP) is revenue from qualified companies based on agreements negotiated as part of the state's economic development program. The County currently has three active strategic investment plans – 2005 Intel, 2006 Genentech and 2014 Intel.

Transfer from Fund 205 (Gain Share Fund). Gain Share is revenue anticipated from personal state income tax associated with SIP project related employment.

DISCRETIONARY & DEPARTMENTAL REVENUE

OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	% of	
	2017-18	2017-18	2018-19	\$	%	Total
Taxes	\$ 145,545,672	145,837,479	151,824,835	5,987,356	4%	63%
Licenses & Permits	2,528,569	2,528,569	2,629,712	101,143	4%	1%
Intergovernmental	4,906,889	6,083,633	5,650,541	(433,092)	-7%	2%
Charges for Services	3,803,160	3,803,160	3,340,000	(463,160)	-12%	1%
Fines & Forfeitures	827,570	827,570	800,851	(26,719)	-3%	0%
Miscellaneous	2,343,038	2,343,038	2,377,567	34,529	1%	1%
Operating Transfers In	32,421,530	32,686,530	35,459,800	2,773,270	8%	15%
subtotal - Other	46,830,756	48,272,500	50,258,471	1,985,971	4%	21%
Total Discretionary	192,376,428	194,109,979	202,083,306	7,973,327	4%	83%
Departmental Revenues	37,847,527	37,847,527	40,376,036	2,528,509	7%	17%
Total General Fund Revenues	\$ 230,223,955	231,957,506	242,459,342	10,501,836	5%	100%

DISCRETIONARY REVENUE

TAXES

Property taxes are generated by a fixed rate levied against the assessed value of all taxable land and structures in the County. The County's permanent tax rate is \$2.2484. Under state law, assessed values on existing property can increase up to 3% annually, plus exceptions. Voters approved an increase of 2% in the Countywide Hotel/Motel tax, increasing the tax from 7% to 9% effective July 1, 2006. The County administers the program on behalf of the cities within Washington County; the tax supports the County Fair and tourism. Additional tax - current include payments from properties that are disqualified from a special assessment program including farm and forest land and historic property.

Category Description	Adopted	Modified	Proposed	Change		% of
	2017-18	2017-18	2018-19	\$	%	Total
Current property tax	\$ 132,202,384	132,494,191	139,052,162	6,557,971	5%	92%
Delinquent property tax	1,322,024	1,322,024	1,390,522	68,498	5%	1%
subtotal - Property Taxes	133,524,408	133,816,215	140,442,684	6,626,469	5%	93%
Additional tax -current	901,455	901,455	1,000,000	98,545	11%	1%
Other tax	60,640	60,640	65,616	4,976	8%	0%
Western Oregon STF Severance Tax	11,345	11,345	11,799	454	4%	0%
subtotal - Other Taxes	973,440	973,440	1,077,415	103,975	11%	1%
Transient lodgings tax	4,047,824	4,047,824	4,304,736	256,912	6%	3%
Real property transfer tax	7,000,000	7,000,000	6,000,000	(1,000,000)	-14%	4%
Total Tax Revenues	\$ 145,545,672	145,837,479	151,824,835	5,987,356	4%	100%

DISCRETIONARY REVENUE

OTHER

Description	Adopted	Modified	Proposed	Change		% of
	2017-18	2017-18	2018-19	\$	%	Total
Liquor license	\$ 6,394	6,394	6,650	256	4%	0%
Cable television franchise fees	2,522,175	2,522,175	2,623,062	100,887	4%	5%
subtotal - Property Taxes	2,528,569	2,528,569	2,629,712	101,143	4%	5%
Liquor revenue	3,135,027	3,135,027	3,160,313	25,286	1%	6%
Oregon and California Land grant	122,762	122,762	128,251	5,489	4%	0%
Amusement devices	136,344	136,344	139,100	2,756	2%	0%
Cigarette tax	477,664	477,664	472,652	(5,012)	-1%	1%
State Timber Receipt	997,929	997,929	1,393,375	395,446	40%	3%
Other	37,163	37,163	38,650	1,487	4%	0%
subtotal - Intergovernmental	4,906,889	4,906,889	5,332,341	425,452	9%	11%
Recording Division fees	3,803,160	3,803,160	3,340,000	(463,160)	-12%	7%
subtotal - Charges for Services	3,803,160	3,803,160	3,340,000	(463,160)	-12%	7%
Fines - Circuit Court	364,302	364,302	364,302	-	0%	1%
Court Surcharge	463,268	463,268	436,549	(26,719)	-6%	1%
subtotal - Fines & Penalties	827,570	827,570	800,851	(26,719)	-3%	2%
Interest Income	604,188	604,188	701,610	97,422	16%	1%
Reimbursement of expenses (operating)	1,569,389	1,569,389	1,609,528	40,139	3%	3%
Other Miscellaneous	169,461	169,461	66,429	(103,032)	-61%	0%
subtotal - Miscellaneous	2,343,038	2,343,038	2,377,567	34,529	1%	5%
Transfer from Indirect Cost Allocation Fund	13,729,101	13,729,101	14,459,800	730,699	5%	29%
Transfer from Strategic Investment Program	18,692,429	18,692,429	21,000,000	2,307,571	12%	42%
subtotal - Transfers In	32,421,530	32,421,530	35,459,800	3,038,270	9%	71%
Total Other Revenues \$	46,830,756	46,830,756	49,940,271	3,109,515	7%	100%

OPERATING BUDGET

OVERVIEW

Operating expenditures are the recurring costs associated with providing public services to County residents. All staffing costs are reflected in the Operating budget. Examples of expenditures included in this budget include the purchase of office supplies and computers, gravel for roads, vaccines for health clinics, vehicles and fuel for the Sheriff's patrol deputies and postage for mailing voter ballots.

Organization Unit	Adopted	Modified	Proposed	Change		% of
	2017-18	2017-18	2018-19	\$	%	Total
General Government	\$ 60,760,992	60,975,992	66,531,940	5,555,948	9%	11%
Public Safety & Justice	183,605,849	184,171,117	194,664,617	10,493,500	6%	32%
Land Use & Transportation	107,745,001	107,745,001	123,770,657	16,025,656	15%	20%
Housing, Health & Human Services	147,637,046	147,787,046	154,196,956	6,409,910	4%	25%
Culture, Education & Recreation	53,708,286	53,909,850	56,950,290	3,040,440	6%	9%
Non-departmental	24,143,705	23,983,705	14,595,082	(9,388,623)	-39%	2%
Totals	577,600,879	578,572,711	610,709,542	32,136,831	6%	100%
General Fund	186,683,044	186,738,044	188,928,902	2,190,858	1%	31%
Special Funds	390,917,835	391,834,667	421,780,640	29,945,973	8%	69%
Totals \$	577,600,879	578,572,711	610,709,542	32,136,831	6%	100%
General Fund	1,028.49	1,052.61	1,078.56	25.95	2%	52%
Special Funds	972.71	997.46	1,004.41	6.95	1%	48%
FTE's	2,001.20	2,050.07	2,082.97	32.90	2%	100%

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General Government

- Board of Commissioners100-1010
- County Administrative Office100-1510
- County Counsel100-2010
- County Auditor100-2510
- Elections100-3010
- Assessment & Taxation100-3020
- Community Engagement100-3110
- County Emergency Management100-3210
- Support Services Administration100-3510
- Finance100-3515
- Human Resources100-3520
- Information Technology Services100-3525
- Purchasing100-3530
- Facilities100-3535
- Fleet Services500-3540
- Central Services516-3545

GENERAL GOVERNMENT

BUDGET OVERVIEW

General Government includes organizational units that establish and administer overall County goals and policies, provide executive leadership and legal advice and representation, conduct program audits and analysis, assess and collect property taxes for all taxing jurisdictions within Washington County, conduct countywide elections and provide centralized support to the entire organization

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Board of Commissioners	\$ 491,733	491,733	495,681	3,948	1%
County Administrative Office	2,275,207	2,275,207	2,322,396	47,189	2%
County Counsel	2,503,576	2,503,576	2,666,395	162,819	7%
County Auditor	495,974	495,974	504,458	8,484	2%
Elections	2,252,691	2,252,691	2,341,753	89,062	4%
Assessment & Taxation	10,871,494	10,871,494	11,351,525	480,031	4%
Community Engagement	681,406	681,406	717,330	35,924	5%
County Emergency Management	913,782	913,782	931,923	18,141	2%
subtotal - Direct Services	20,485,863	20,485,863	21,331,461	845,598	4%
Support Services Administration	1,043,403	1,193,403	1,487,959	294,556	25%
Finance	2,586,852	2,651,852	2,746,896	95,044	4%
Human Resources	2,867,195	2,867,195	3,238,492	371,297	13%
Information Technology Services	15,856,564	15,856,564	18,086,202	2,229,638	14%
Purchasing	452,699	452,699	561,420	108,721	24%
Facilities Management	11,065,106	11,065,106	11,927,603	862,497	8%
Fleet Services	4,631,560	4,631,560	5,123,211	491,651	11%
Central Services	1,771,750	1,771,750	2,028,696	256,946	15%
subtotal - Support Services	40,275,129	40,490,129	45,200,479	4,710,350	12%
Totals	60,760,992	60,975,992	66,531,940	5,555,948	9%
General Fund	54,357,682	54,572,682	59,380,033	4,807,351	9%
Special Funds	6,403,310	6,403,310	7,151,907	748,597	12%
Totals \$	60,760,992	60,975,992	66,531,940	5,555,948	9%
FTE's	349.43	357.55	372.05	14.50	4%

GENERAL GOVERNMENT

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Licenses & Permits	\$ 85,500	85,500	85,500	-	0%
Intergovernmental	2,120,792	2,120,792	2,124,592	3,800	0%
Charges for Services	6,650,981	6,650,981	7,627,566	976,585	15%
Fines & Forfeitures	79,500	79,500	79,500	-	0%
Interdepartmental	847,600	847,600	885,377	37,777	4%
Miscellaneous	786,651	786,651	634,476	(152,175)	-19%
Operating Transfers In	896,676	896,676	781,200	(115,476)	-13%
Total Revenues	11,467,700	11,467,700	12,218,211	750,511	7%
Personnel Services	41,594,378	41,594,378	44,628,913	3,034,535	7%
Materials & Services	17,556,501	17,771,501	20,159,899	2,388,398	13%
Other	117,892	117,892	122,540	4,648	4%
Interdepartmental	587,638	587,638	573,343	(14,295)	-2%
Capital Outlay	387,965	387,965	428,050	40,085	10%
subtotal	60,244,374	60,459,374	65,912,745	5,453,371	9%
Contingency	516,618	516,618	619,195	102,577	20%
Total Expenditures	60,760,992	60,975,992	66,531,940	5,555,948	9%
Revenues under expenditures	(49,293,292)	(49,508,292)	(54,313,729)	(4,805,437)	10%
General Fund Subsidy	48,519,311	48,734,311	53,664,234	4,929,923	10%
Special Funds Beginning Balances	773,981	773,981	649,495	(124,486)	-16%
Ending Fund Balances \$	-	-	-	-	

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As the elected representatives of the citizens, the Board of Commissioners serve as the governing body for Washington County government, setting the direction for the organization by defining and approving goals, priorities and policies.

1. **Legislation and Policy (100-101005):** The Board of Commissioners represents the Washington County citizenry by enacting legislation, adopting the annual budget and establishing overall policy direction.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Legislation and Policy	\$ 491,733	491,733	495,681	3,948	1%
Total	491,733	491,733	495,681	3,948	1%
by category					
Personnel Services	462,126	462,126	459,725	(2,401)	-1%
Materials & Services	29,607	29,607	35,456	5,849	20%
Interdepartmental	-	-	500	500	0%
Total Expenditures	491,733	491,733	495,681	3,948	1%
General Fund Subsidy \$	491,733	491,733	495,681	3,948	1%
FTE's	5.00	5.00	5.00	-	0%

Budget Analysis:

Expenditures increase \$3,948 (1%). General Fund subsidy increases \$3,948 (1%).

By County Charter, the salary of the commissioners is linked to the salary of a circuit court judge as established by the state Legislature. Based on current legislation, there has been no change since January 1, 2017. Personnel Services salaries will remain the same and benefits are projected to decrease by 1%.

Materials & Services increases \$5,849 (20%) based on recent expenditure trends.

The County Administrative Office serves as the administrative arm of the Board of Commissioners, functioning as liaison between the Board and County departments and offices, interpreting Board goals and policies and providing executive leadership to departments. This organization unit has the following programs:

1. **County Administration (100-151005)**: Includes interpreting and implementing Board policies; overseeing County departments and offices; selecting and evaluating the performance of appointed department directors; overseeing day to day operations of County government; preparing and administering the annual budget and providing administrative support to the Board of Commissioners.
2. **Intergovernmental Relations and Communications (100-151015)**: Encompasses all of the activities associated with representing the County’s interests on legislative matters as well as those associated with establishing and maintaining external relationships, working cooperatively with other jurisdictions and providing information to the public.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
County Administration	\$ 1,587,423	1,587,423	1,599,113	11,690	1%
Intergovernmental Relations and Communications	687,784	687,784	723,283	35,499	5%
Total	2,275,207	2,275,207	2,322,396	47,189	2%
by category					
Charges for Services	38,118	38,118	42,023	3,905	10%
Interdepartmental	30,000	30,000	-	(30,000)	-100%
Operating Transfers In	290,179	290,179	300,200	10,021	3%
Total Revenues	358,297	358,297	342,223	(16,074)	-4%
Personnel Services	2,213,640	2,213,640	2,241,230	27,590	1%
Materials & Services	61,567	61,567	79,466	17,899	29%
Interdepartmental	-	-	1,700	1,700	0%
Total Expenditures	2,275,207	2,275,207	2,322,396	47,189	2%
General Fund Subsidy \$	1,916,910	1,916,910	1,980,173	63,263	3%
FTE's	12.88	13.00	13.00	-	0%

Budget Analysis:

Revenues decrease \$16,074 (4%). Expenditures increase \$47,189 (2%). General Fund subsidy increases \$63,263 (3%).

Revenues decrease due primarily to moving \$30,000 of Interdepartmental revenue (Tourism Administration) to the Department of Support Services, Finance Division where the cost of the external transient lodging tax reviews is housed. The remaining revenues are from the Video Lottery Fund (156-1625).

County Administration Program:

The proposed budget totals \$1,599,113, an increase of \$11,690 (1%). Revenues increase \$5,888 (4%). Personnel Services decrease \$6,509 (less than 1%) due to the reclassification of select positions. Materials & Services increase \$16,499 (40%) due to an increase in professional services, training and travel.

Intergovernmental Relations & Communication Program:

The proposed budget totals \$723,823; an increase of \$35,499 (5%). Revenues decrease \$21,962 (11%). Personnel Services increase \$40,707 (6%) due to salaries, costs associated with the Public Employees Retirement System (PERS) and health benefits. Materials & Services increase \$1,400 (7%) due primarily to training and travel.

County Counsel provides full-service legal services to Washington County Government and affiliated agencies. County Counsel represents clients in civil litigation and administrative and enforcement proceedings.

1. **Legal Services (100-201005):** Provides legal representation of Washington County, including the Board of Commissioners, the Sheriff, County departments and employees as well as the Washington County Housing Authority, Fair Board, Enhanced Sheriff's Patrol District, Urban Road Maintenance District, Service District for Lighting No. 1, North Bethany County Service District for Roads and Cooperative Library Services.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Legal Services	\$ 2,503,576	2,503,576	2,666,395	162,819	7%
Total	2,503,576	2,503,576	2,666,395	162,819	7%
by category					
Intergovernmental	1,792	1,792	1,792	-	0%
Charges for Services	119	119	119	-	0%
Miscellaneous	384	384	384	-	0%
Total Revenues	2,295	2,295	2,295	-	0%
Personnel Services	2,380,548	2,380,548	2,545,679	165,131	7%
Materials & Services	117,288	117,288	114,853	(2,435)	-2%
Other	4,040	4,040	4,040	-	0%
Interdepartmental	1,700	1,700	1,823	123	7%
Total Expenditures	2,503,576	2,503,576	2,666,395	162,819	7%
General Fund Subsidy \$	2,501,281	2,501,281	2,664,100	162,819	7%
FTE's	15.00	15.00	15.00	-	0%

Budget Analysis:

Expenditures increase \$162,819 (7%). General Fund subsidy increases \$162,819 (7%).

Expenditures increase due primarily to Personnel Services for salaries, retirement costs and health benefits.

The budget also includes expenses related to expert witnesses, court reporters, trial consultants, videographers and other miscellaneous litigation related expenses.

The County Auditor, as a charter-mandated elective office, serves to independently evaluate the effectiveness and results achieved by County programs and activities. The costs and resources used to achieve those results are also evaluated. The results of these evaluations, including recommendations and the County Administrator's response, are reported to the Board of Commissioners and the public. The auditor makes recommendations that assist the Board and management to clarify policy and improve program performance, management practices and operating efficiency.

1. **Internal Audit (100-251005):** This program provides for the performance auditing activities undertaken by the County Auditor.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Internal Audit	\$ 495,974	495,974	504,458	8,484	2%
Total	495,974	495,974	504,458	8,484	2%
by category					
Personnel Services	408,844	408,844	417,328	8,484	2%
Materials & Services	87,130	87,130	87,130	-	0%
Total Expenditures	495,974	495,974	504,458	8,484	2%
General Fund Subsidy \$	495,974	495,974	504,458	8,484	2%
FTE's	3.00	3.00	3.00	-	0%

Budget Analysis:

Expenditures increase \$8,484 (2%). General Fund subsidy increases \$8,484 (2%).

Personnel Services increase \$8,484 (2%) due primarily to salaries, retirement costs and health benefits. All other expenditures remain flat with no anticipated increase.

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This organizational unit is responsible for conducting all federal, state and local elections. In addition, the division maintains voter registration records, verifies petitions and establishes and maintains precincts and election boards.

1. **Election Services (100-301005):** Election Services (100-301005): This program is responsible for coordination of election activities for the County. There are two regularly scheduled statewide elections in every even-numbered year, the primary election in May and the general election in November. There are four regularly scheduled elections at the local level each year. A jurisdiction may or may not need to hold an election on those dates. The Legislature may choose to call a special election at any time. In 1998 Oregon voters passed a ballot measure to allow all elections in the state to be conducted by mail. Registered voters are mailed a ballot and they must return the ballot on or before election day.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Election Services	\$ 2,252,691	2,252,691	2,341,753	89,062	4%
Total	2,252,691	2,252,691	2,341,753	89,062	4%
by category					
Charges for Services	535,054	535,054	600,664	65,610	12%
Miscellaneous	49,500	49,500	45,990	(3,510)	-7%
Total Revenues	584,554	584,554	646,654	62,100	11%
Personnel Services	980,292	980,292	998,373	18,081	2%
Materials & Services	1,272,399	1,272,399	1,338,380	65,981	5%
Capital Outlay	-	-	5,000	5,000	0%
Total Expenditures	2,252,691	2,252,691	2,341,753	89,062	4%
General Fund Subsidy \$	1,668,137	1,668,137	1,695,099	26,962	2%
FTE's	9.75	9.75	9.75	-	0%

Budget Analysis:

Revenues increase \$62,100 (11%). Expenditures increase \$89,062 (4%). General Fund subsidy increases \$26,962 (2%).

Similar to last fiscal year, this budget anticipates four elections, with two countywide and two partial-county elections. Revenues increase due primarily to an increase in election fees expected from the types of elections anticipated this fiscal year.

Personnel Services increase \$18,081(2%) due to salaries, retirement costs, health benefits and overtime to meet the demands of the November general election and May special election. Materials & Services increase \$65,981 (5%) due primarily to growth in registered voters and related expenses for postage, professional services and printing.

The responsibilities of the Department of Assessment and Taxation include appraisal and assessment of property; collection of property taxes for all taxing entities; recording documents, land plats, issuing marriage licenses, records retention and administration of Elections. For budgetary purposes, Elections is a separate organizational unit.

1. **Tax Collection (100-302005):** Collects property taxes; makes special assessments, local improvement district assessments; tax accounting; ensures preparation and control of refunds and provides foreclosure proceedings and collection of warrants.
2. **Appraisal (100-302010):** Appraises real property and mobile homes; provides preparation of ratio studies; explanation and defense of appraisals; ensures maintenance of personnel property records and values and control of exemptions and the cyclical reappraisal program.
3. **Cartography & Records (100-302015):** Maintains County mapping of tax lots, ownership and legal descriptions; records and files permanent records of deeds, mortgages, contracts and tax liens; maintains tax code control and operates the records retention program for the County.
4. **Tax Roll & Administration (100-302020):** Coordinates data processing needs for the department; provides assistance to the public, provides administrative support, administers programs in state law such as the veterans' exemption, property tax relief and senior citizens' deferral.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Tax Collection	\$ 1,060,486	1,060,486	1,065,387	4,901	0%
Appraisal	5,119,262	5,119,262	5,622,460	503,198	10%
Cartography & Records	2,859,141	2,859,141	2,773,615	(85,526)	-3%
Tax Roll & Administration	1,832,605	1,832,605	1,890,063	57,458	3%
Total	10,871,494	10,871,494	11,351,525	480,031	4%
by category					
Licenses & Permits	85,500	85,500	85,500	-	0%
Intergovernmental	1,899,000	1,899,000	1,922,800	23,800	1%
Charges for Services	623,930	623,930	676,000	52,070	8%
Fines & Forfeitures	75,500	75,500	75,500	-	0%
Miscellaneous	122,750	122,750	39,000	(83,750)	-68%
Total Revenues	2,806,680	2,806,680	2,798,800	(7,880)	0%
Personnel Services	10,113,337	10,113,337	10,603,210	489,873	5%
Materials & Services	644,907	644,907	718,815	73,908	11%
Other	4,000	4,000	4,000	-	0%
Capital Outlay	109,250	109,250	25,500	(83,750)	-77%
Total Expenditures	10,871,494	10,871,494	11,351,525	480,031	4%
General Fund Subsidy \$	8,064,814	8,064,814	8,552,725	487,911	6%
FTE's	101.00	101.00	105.00	4.00	4%

Budget Analysis:

Expenditures increase \$480,031 (4%). General Fund subsidy increases \$487,911 (6%).

Revenues decrease slightly (\$7,880) due primarily to a decrease in the Clerks Recording Fund (\$83,750) and small decreases to other revenue streams (\$1,230); these are offset by increases to various revenue sources including state OrMap revenue (\$23,400), passport fees (\$50,000) and copy fees (\$3,700).

Personnel Services increases \$489,873 (5%) due primarily to salaries, retirement costs, health benefits and the addition of 4.00 FTE to create better alignment with current workload needs; 1.00 FTE Residential Supervisor, 1.00 FTE Residential Property Appraiser, 1.00 FTE Industrial Appraiser and a 1.00 FTE Administrative Specialist II.

Materials & Services increase \$73,908 (11%) and Capital Outlay is reduced by \$83,750 (13%).

This organization unit provides opportunities for community participation, civic education and leadership training to members of the public. It supports the volunteer-led activities of the geographic-based CPO program and the Committee for Community Involvement. It also supports organization-wide departmental efforts for public involvement and the County's collaboration with other jurisdictions and community-based organizations in community engagement activities.

Community Engagement became part of the County Administrative Office in 2016 following the transition of the Community Participation Organization (CPO) management from Oregon State University Extension Service.

1. **Community Engagement (100-311005):** Provides programs and resources to enhance inclusive public involvement efforts conducted by all County departments.
2. **Community Participation Organization (100-311010):** Provides accounting for all Community Participation Organization activities and is supported primarily from Video Lottery funds.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Community Engagement	\$ 681,406	681,406	242,591	(438,815)	-64%
Community Participation Organization	-	-	474,739	474,739	0%
Total	681,406	681,406	717,330	35,924	5%
by category					
Operating Transfers In	362,523	362,523	350,000	(12,523)	-3%
Total Revenues	362,523	362,523	350,000	(12,523)	-3%
Personnel Services	510,339	510,339	545,628	35,289	7%
Materials & Services	171,067	171,067	171,702	635	0%
Total Expenditures	681,406	681,406	717,330	35,924	5%
General Fund Subsidy \$	318,883	318,883	367,330	48,447	15%
FTE's	5.00	5.00	5.00	-	0%

Budget Analysis:

Revenues decrease \$12,523 (3%). Expenditures increase \$35,924 (5%). General Fund subsidy increases \$48,447 (15%).

As in previous years, revenue for this organization unit is a combination of General Fund subsidy (\$367,330) and video lottery funds that support the CPO Program (\$350,000).

Overall this reflects a status quo budget and maintains current service levels. Staffing remains the same with 2.00 FTE Program Coordinators, 1.00 FTE Program Specialist, 1.00 FTE Administrative Specialist II and a 1.00 FTE Program Manager. New this year is a budget line specifically for the CPO Program that allows the County to separate CPO Program expenses from general Community Engagement costs.

Community Engagement:

Support continues for Westside Voices in partnership with Clean Water Services (\$15,000), for the Civic Leadership and Capacity Building pilot project with Adelante Mujeres (\$40,000), for consultation on digital engagement tools (\$10,000) and for translation services (\$3,500).

Community Participation Organization:

Support for CPO special projects (\$2,500) and marketing (\$10,000) remains the same as in previous years.

The County Emergency Management office prepares the County to respond to emergencies through planning, system development, training, exercising, and coordination with other agencies, businesses and the public.

1. **County Emergency Management (100-321005):** This program develops County emergency management plans, coordinates planning with and between departments and divisions, maintains County emergency operations facilities, coordinates training and exercises for County staff, provides preparedness resources for the public and manages financial accounting for County emergency management staff.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
County Emergency Management	\$ 913,782	913,782	931,923	18,141	2%
Total	913,782	913,782	931,923	18,141	2%
by category					
Intergovernmental	220,000	220,000	200,000	(20,000)	-9%
Interdepartmental	12,500	12,500	-	(12,500)	-100%
Miscellaneous	105,448	105,448	42,932	(62,516)	-59%
Total Revenues	337,948	337,948	242,932	(95,016)	-28%
Personnel Services	706,637	706,637	745,216	38,579	5%
Materials & Services	207,145	207,145	186,707	(20,438)	-10%
Total Expenditures	913,782	913,782	931,923	18,141	2%
General Fund Subsidy \$	575,834	575,834	688,991	113,157	20%
FTE's	5.00	5.00	6.00	1.00	20%

Budget Analysis:

Revenues decrease \$95,016 (28%). Expenditures increase \$18,141 (2%). General Fund subsidy increases \$113,157 (20%).

During fiscal year 2017-18, County Emergency Management and Emergency Management Cooperative (EMC) of Washington County activities were fully integrated, the County assumed full responsibility for funding the County Emergency Manager and partner agency funds were applied solely to implementing the EMC's annual work plan.

The EMC continues its collaborative work with the participation of Washington County, Clean Water Services, Tualatin Valley Fire and Rescue (TVF&R), and the cities of Beaverton, Cornelius, Forest Grove, Hillsboro, Sherwood, Tigard and Tualatin. Key work priorities for fiscal year 2018-19 include: 1) hazardous materials release planning; 2) shelter planning and 3) community points of dispensing planning.

County Emergency Management will continue to lead and support the work of the EMC while pursuing other County-specific efforts. County work priorities include: 1) Support Services department operations center (DOC) development; 2) recovery planning; 3) disability, access and functional needs planning; 4) workforce readiness development and 5) public information and education website enhancement.

The Department of Support Services provides quality and cost-effective services that uphold the public trust and assist the County in the fulfillment of its mission. The divisions within Support Services include: Emergency Management, Support Services Administration, Finance, Human Resources, Information Technology Services, Purchasing; Facilities and Parks Services, Fleet Services and Central Services. Support Services Administration includes the following three programs:

1. **County Communications** (100-351005): Provides communications support and graphics design services to County departments.
2. **Sustainability** (100-351010): Coordinates all sustainability initiatives throughout the County.
3. **Risk Services** (100-351015): Manages the County’s insurance programs for liability/casualty, property, workers compensation, and oversees the County’s safety programs.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
County Communications	\$ 120,766	120,766	127,896	7,130	6%
Sustainability	260,321	260,321	294,645	34,324	13%
Risk Services	662,316	812,316	1,065,418	253,102	31%
Total	1,043,403	1,193,403	1,487,959	294,556	25%
by category					
Interdepartmental	10,000	10,000	10,000	-	0%
Miscellaneous	45,750	45,750	43,645	(2,105)	-5%
Total Revenues	55,750	55,750	53,645	(2,105)	-4%
Personnel Services	968,337	968,337	1,103,261	134,924	14%
Materials & Services	73,266	223,266	382,898	159,632	71%
Interdepartmental	1,800	1,800	1,800	-	0%
Total Expenditures	1,043,403	1,193,403	1,487,959	294,556	25%
General Fund Subsidy \$	987,653	1,137,653	1,434,314	296,661	26%
FTE's	8.00	8.00	9.50	1.50	19%

Budget Analysis:

Revenues decrease \$2,105 (4%). Expenditures increase \$294,556 (25%). General Fund subsidy increases \$296,661 (26%).

Personnel Services increase \$134,924 (14%) due primarily to an additional 1.00 FTE Senior Risk Management Analyst, a 0.50 FTE Program Specialist in the Sustainability Program (beginning in January 2019), salaries, retirement costs and health benefits.

Materials & Services increase \$159,632 (71%) due primarily to the addition of \$150,000 for ergonomic furniture in the Risk Services Program. This cost was previously budgeted for in the Facilities Management Program.

The Finance Division is responsible for preserving and maintaining the County's financial integrity and trustworthiness.

- Finance (100-351505):** This program is responsible for managing all the finance and accounting activities of the County and includes the following work units: 1) Budget: Coordinates the County's annual budget process, provides on-going budget analysis, financial forecasting, develops the cost allocation plan and creates the annual schedule of County user fees; 2) Management Accounting: Reconciles accounting records and bank statements, maintains all capital asset records, oversees the external financial audit and preparation of the Comprehensive Annual Financial Report, and debt management; 3) Operations: Processes accounts payable, accounts receivable, payroll and employee expense and travel reimbursements, administers the transient lodging tax and purchasing card programs and conducts travel reviews; and 4) Treasury: Manages cash flow and investment portfolio activity; distributes the tax turnovers and provides banking and investment services to Clean Water Services.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Finance	\$ 2,586,852	2,651,852	2,746,896	95,044	4%
Total	2,586,852	2,651,852	2,746,896	95,044	4%
by category					
Fines & Forfeitures	4,000	4,000	4,000	-	0%
Miscellaneous	175,250	175,250	197,750	22,500	13%
Total Revenues	179,250	179,250	201,750	22,500	13%
Personnel Services	2,044,340	2,044,340	2,128,078	83,738	4%
Materials & Services	446,512	511,512	506,818	(4,694)	-1%
Other	96,000	96,000	112,000	16,000	17%
Total Expenditures	2,586,852	2,651,852	2,746,896	95,044	4%
General Fund Subsidy \$	2,407,602	2,472,602	2,545,146	72,544	3%
FTE's	16.00	16.00	17.00	1.00	6%

Budget Analysis:

Revenues increase \$22,500 (13%). Expenditures increase \$95,044 (4%). General Fund subsidy increases \$72,544 (3%).

Revenues increase due primarily to an increase in the fee charged for the collection and remittance of transient lodging tax (TLT) to cities and the Washington County Visitors Association. The \$55,000 fee is assessed based on staff time spent on transient lodging tax issues and collection of an administrative fee (\$16,000) for those cities that implemented their own TLT. Remaining revenues include the collection of past due accounts (\$12,500), rebates from purchasing cards (\$80,000) and other miscellaneous charges.

Expenditures increase due primarily to Personnel Services for salaries, retirement costs, health benefits, the addition of a 1.00 FTE Senior Accounting Assistant beginning in January 2019 and two variable hour positions to work on special projects over the next year.

Materials & Services decreases \$4,694 and Other increases \$16,000 due primarily to an increase in banking service fees along and a \$20,000 reduction in collection services contract for bad debt.

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The Human Resources Division provides leadership and support to the organization for all human resource related activities.

1. **Human Resources (100-352005):** This program provides staff support for recruitment and selection; classification and compensation; personnel rules and regulations; collective bargaining (employee relations); Civil Service Commission; personnel records; human resource information systems; position control, benefits administration, Equal Employment Opportunity; training and development; consultation and support; performance appraisal system and employee recognition.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Human Resources	\$ 2,867,195	2,867,195	3,238,492	371,297	13%
Total	2,867,195	2,867,195	3,238,492	371,297	13%
by category					
Personnel Services	2,497,389	2,497,389	2,792,438	295,049	12%
Materials & Services	369,806	369,806	446,054	76,248	21%
Total Expenditures	2,867,195	2,867,195	3,238,492	371,297	13%
General Fund Subsidy \$	2,867,195	2,867,195	3,238,492	371,297	13%
FTE's	20.00	21.00	23.00	2.00	10%

Budget Analysis:

Expenditures increase \$371,297 (13%). General Fund subsidy increases \$371,297 (13%).

Personnel Services increase \$295,049 (12%) due to the addition of a 1.00 FTE Human Resource Analyst II (added mid-fiscal year 2017-18), 2.00 FTE Senior Human Resources Analysts and other increases related to salaries, retirement costs and health benefits.

Materials & Services increase \$76,248 (21%) due primarily to increases in pre-employment testing (\$8,000); and Training and Legal Services (\$60,000) associated with scheduled union negotiations (Washington County Peace Officers Association, Teamsters & Federation of Oregon Parole and Probation Officers).

The Human Resources Division continues to focus on a number of organization-wide initiatives that include diversity and inclusion, affirmative action, program compliance, organizational development, leadership and supervisory training, benefits administration, policy development, recruitment and outreach and employee and labor relations.

The Information Technology Services (ITS) Division provides comprehensive technology services to Washington County departments and offices. The division is restructured for fiscal year 2018-19 and has the following programs:

1. **ITS Maintenance (100-352505)**: This program accounts for the costs of maintaining the County's information technology and voice systems. These systems include over one hundred servers and over 2,000 personnel computers, laptops and printers as well as the network infrastructures to allow for centralized high performance storage and for seamless, transparent network connectivity. This program will be closed on June 30, 2018 due to the addition of several new programs shown below.
2. **ITS Operations (100-352510)**: This program accounts for the costs of supporting the County's information technology and telecommunications services including staff and office related expenses.
3. **ITS Maintenance Advanced Technology (100-352515)**: This program accounts for the cost of Internet and Intranet technologies such as County websites, land-oriented technologies including permitting and taxation, engineering and geographic information systems (mapping) related systems and services are included in this program.
4. **ITS Maintenance Application Support (100-352520)**: This program accounts for the cost of primary business applications for County departments.
5. **ITS Maintenance Technical Services (100-352525)**: This program accounts for the cost of all client configurations, network, server, and security infrastructure.
6. **ITS Maintenance Voice Services (100-352530)**: This program accounts for the cost of Voice Services (previously referred to as "telecommunications") supports all network-based infrastructure, applications, end user instrument and user services related to the processing of voice communications.
7. **ITS Maintenance Office of the Chief Information Officer (CIO) (100-352535)**: This program accounts for the cost associated with items of significance to all programs within ITS. Programs of significance include resources related to managing service, project management, security and compliance.

Information Technology Services 100-3525

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
ITS Maintenance	\$ 5,126,435	5,126,435	-	(5,126,435)	-100%
ITS Operations	10,730,129	10,730,129	11,662,551	932,422	9%
ITS Maintenance Advanced Technology	-	-	957,226	957,226	0%
ITS Maintenance Application Support	-	-	2,195,262	2,195,262	0%
ITS Maintenance Technical Services	-	-	2,642,795	2,642,795	0%
ITS Maintenance Voice Services	-	-	433,933	433,933	0%
ITS Maintenance Office of the Chief Information Officer (CIO)	-	-	194,435	194,435	0%
Total	15,856,564	15,856,564	18,086,202	2,229,638	14%
by category					
Interdepartmental	785,100	785,100	836,500	51,400	7%
Miscellaneous	-	-	2,000	2,000	0%
Operating Transfers In	129,264	129,264	131,000	1,736	1%
Total Revenues	914,364	914,364	969,500	55,136	6%
Personnel Services	10,513,505	10,513,505	11,454,195	940,690	9%
Materials & Services	5,327,559	5,327,559	6,625,707	1,298,148	24%
Capital Outlay	15,500	15,500	6,300	(9,200)	-59%
Total Expenditures	15,856,564	15,856,564	18,086,202	2,229,638	14%
General Fund Subsidy \$	14,942,200	14,942,200	17,116,702	2,174,502	15%
FTE's	77.00	77.00	81.00	4.00	5%

Budget Analysis:

Revenues increase \$55,136 (6%). Expenditures increase \$2,229,638 (14%). General Fund subsidy increases \$2,174,502 (15%).

Beginning in fiscal year 2018-19, the budget for ITS has been restructured to reflect the work groups within the division. Previously, the entire budget was summarized within a single program.

Personnel Services increase \$940,690 (9%) due to the addition of 4.00 FTE; a 1.00 FTE ITS Contracts Analyst, 1.00 FTE Client Services Technician, 1.00 FTE ServiceNow Systems Technician and a 1.00 FTE Project Office Manager.

Materials & Services increase \$1,298,148 (24%) due to hardware and software repairs, maintenance and increases in annual subscription costs.

Major initiatives for fiscal year 2018-19 include conversion to Office 365 and Windows 10/Office 2016. ITS continues to maintain and upgrade the physical infrastructure, support maintenance of existing software platforms and plan for a number of system replacements and additions. Staff is also dedicated to an enhanced focus on network security; Health Insurance Portability and Accountability Act (HIPPA)/privacy compliance and the security awareness of employees and volunteers.

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Purchasing coordinates and supports the competitive procurement of materials and services. Purchasing Services is dedicated to excellence in public procurement services that provide consistent customer satisfaction and preservation of the public trust by developing and maintaining fair and ethical competitive procurement practices. The division has the following programs:

1. **Purchasing Services** (100-353005): Responsible for 1) creating, posting and publishing current solicitation opportunities such as request for quotes, invitation to bids and request for proposals and 2) training department staff, reviewing contracts and administering purchasing/contracting policies and procedures and 3) implementing, maintaining, and providing training for the contract management database.
2. **Personal Property Disposition** (100-353010): Obtains necessary surplus declarations, provides storage facilities, and coordinates auctions and other formal sales, as well as the record keeping.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Purchasing Services	\$ 451,999	451,999	560,720	108,721	24%
Personal Property Disposition	700	700	700	-	0%
Total	452,699	452,699	561,420	108,721	24%
by category					
Miscellaneous	10,000	10,000	8,000	(2,000)	-20%
Total Revenues	10,000	10,000	8,000	(2,000)	-20%
Personnel Services	431,842	431,842	540,188	108,346	25%
Materials & Services	20,607	20,607	20,982	375	2%
Other	250	250	250	-	0%
Total Expenditures	452,699	452,699	561,420	108,721	24%
General Fund Subsidy \$	442,699	442,699	553,420	110,721	25%
FTE's	4.00	5.00	5.00	-	0%

Budget Analysis:

Revenues decrease \$2,000 (20%). Expenditures increase \$108,721 (24%). General Fund subsidy increases \$110,721 (25%).

Revenue from surplus property disposition is anticipated to decrease \$2,000 (25%) as the seismic retrofit project moves towards completion and less property is available for surplus.

Personnel Services increase \$108,346 (25%) due to salaries, retirement costs, health benefits and the addition of a 1.00 FTE Senior Software Application Specialist during the 2017-18 fiscal year. The position will coordinate the implementation and training of new contracting software. All other expenditures represent a status quo budget.

Facilities Management 100-3535

Budget Detail

The Facilities Division provides maintenance and repair of County owned and leased buildings and properties (over 1.46 million square feet), grounds and associated landscape. The work of the division is accomplished with a blended compliment of County staff and outside contractors. The division has the following programs:

1. **Facilities Maintenance** (100-353505): Includes contracts for services and supplies required for the maintenance, repair, cleaning and landscaping of County-owned or operated facilities.
2. **Facilities Operations** (100-353525): Includes personnel services and all related costs such as training, travel, uniforms, etc.
3. **Real Property Maintenance** (100-353526): Includes financial activities related to maintenance of County owned real property.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Facilities Maintenance	\$ 5,510,738	5,510,738	5,783,969	273,231	5%
Facilities Operations	5,494,418	5,494,418	6,083,684	589,266	11%
Real Property Maintenance	59,950	59,950	59,950	-	0%
Total	11,065,106	11,065,106	11,927,603	862,497	8%
by category					
Interdepartmental	10,000	10,000	10,000	-	0%
Miscellaneous	102,000	102,000	90,000	(12,000)	-12%
Operating Transfers In	114,710	114,710	-	(114,710)	-100%
Total Revenues	226,710	226,710	100,000	(126,710)	-56%
Personnel Services	5,053,094	5,053,094	5,612,168	559,074	11%
Materials & Services	5,798,895	5,798,895	6,170,635	371,740	6%
Other	13,602	13,602	2,250	(11,352)	-83%
Interdepartmental	1,300	1,300	1,300	-	0%
Capital Outlay	198,215	198,215	141,250	(56,965)	-29%
Total Expenditures	11,065,106	11,065,106	11,927,603	862,497	8%
General Fund Subsidy \$	10,838,396	10,838,396	11,827,603	989,207	9%
FTE's	44.80	49.80	50.80	1.00	2%

Budget Analysis:

Revenues decrease \$126,710 (56%). Expenditures increase \$862,497 (8%). General Fund subsidy increases \$989,207 (9%).

The Gain Share revenue (\$114,710) for a Capital Improvement Project Manager position was eliminated. The annual revenue (\$12,000) collected from attorney's granted electronic access to the Courts was transferred to the Sheriff's Office to offset the cost of screening for attorney's granted electronic access.

Facilities Maintenance:

Represents an increase of \$273,231 (5%). The increase in maintenance resources is due to recently acquired buildings (Public Service Annex, Adams Crossing, Public Safety Training Center and Blanton). The net increase is the result of 1) \$233,383 increase in contracting services including landscaping, heating, ventilation and air conditioning (HVAC) and general crew, 2) \$50,000 additional for furniture and 3) a \$10,152 reduction from other miscellaneous line-items.

The Facilities Operations:

Represents \$589,266 (11%) of the increase as follows: 1) \$559,074 increase in Personnel Services due to salaries, retirement costs, health benefits, 2.00 FTE Facilities Maintenance Workers and 3.00 General Services Aides in fiscal year 2017-18, a 1.00 FTE Management Analyst I in 2018-19, 2) \$87,157 increase in Material & Services, Fleet internal charge for vehicle support, staff training and travel and 3) a \$56,965 reduction in Capital Outlay for new vehicles purchased in the prior fiscal year.

Facilities Real Property:

This program remains the same (\$59,950) as the previous fiscal year. The costs of this program are offset by revenues from sales of foreclosed properties.

The Division continues to pursue improvements and programs to reduce energy consumption, increase recycling and deploy green practices.

Fleet Services is responsible for the procurement of safe, dependable, cost-effective vehicles and equipment and to manage and maintain these assets through quality service programs.

- Fleet Services (500-354005):** Provides scheduled and unscheduled maintenance and repair of County vehicles and equipment in the following areas: 1) Vehicle and Equipment Acquisition and Disposal: provides specification development, acquisition process management, up fitting and in-service preparation, modifications, decommissioning and disposal; 2) Fuel: provides fuel supply and support for County vehicles and equipment; 3) Motor Pool: provides short-term rental of passenger vehicles to County departments; 4) Contract Administration: provides a wide variety of contracts in support of the above services and 5) Policy Development: provides oversight for the acquisition and operation of vehicles and equipment through administration of the County Vehicle and Equipment Use Policy.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Fleet Services	\$ 4,631,560	4,631,560	5,123,211	491,651	11%
Total	4,631,560	4,631,560	5,123,211	491,651	11%
by category					
Charges for Services	3,860,275	3,860,275	4,650,975	790,700	20%
Interdepartmental	-	-	28,877	28,877	0%
Miscellaneous	2,700	2,700	4,775	2,075	77%
Total Revenues	3,862,975	3,862,975	4,684,627	821,652	21%
Personnel Services	1,766,143	1,766,143	1,884,551	118,408	7%
Materials & Services	2,003,065	2,003,065	2,398,630	395,565	20%
Interdepartmental	388,465	388,465	347,653	(40,812)	-11%
subtotal	4,157,673	4,157,673	4,630,834	473,161	11%
Contingency	473,887	473,887	492,377	18,490	4%
Total Expenditures	4,631,560	4,631,560	5,123,211	491,651	11%
Revenues under Expenditures	(768,585)	(768,585)	(438,584)	330,001	-43%
Beginning Fund Balance	768,585	768,585	438,584	(330,001)	-43%
Ending Fund Balance \$	-	-	-	-	
FTE's	16.00	17.00	17.00	-	0%

Budget Analysis:

Revenues increase \$821,652 (21%). Expenditures, excluding Contingency, increase \$473,161 (11%). Contingency increases \$18,490 (4%). Beginning fund balance decreases \$330,001 (43%).

Personnel Services increase \$118,408 (7%) due to the addition of a 1.00 FTE General Services Aide, salaries, retirement costs, health benefits and a Teamsters wage adjustment of 1.5%.

Materials & Services increase \$395,565 (20%) due to minor adjustments over multiple line items and significant increases to automotive parts (\$130,916) and Fuel (\$196,825).

Automotive maintenance and repair services are cyclical and include specialized services not provided directly by Fleet Services staff. Outsourced services include auto body repair, glass replacement, upholstery repair, transmission repair and auto detailing services. Fuel costs are expected to rise slightly again for fiscal year 2018-19. All other requested expenditures continue at current service levels.

The Contingency is available to address any unforeseen events.

Central Services 516-3545

Budget Detail

Central Services is a special fund that provides services to County departments and associated agencies, including: U.S. mail; parcel and freight deliveries; ordering and delivery of office supplies; printing services and coordination of the internal copier program.

1. **Central Services Contingency (516-354505):** Accounts for the Contingency and interest earnings for the entire Central Services fund.
2. **Mail Messenger (516-354510):** Pickup and delivery for U.S. mail, UPS, Federal Express, state shuttle and non-mail items; as well as posting and accounting for all outgoing U.S. mail, UPS and Federal Express.
3. **Printing and Copiers (516-354520):** Provides printing services, including forms, letterhead, envelopes, business cards, booklets, multiple color specialty jobs and high speed printing.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Central Services Contingency	\$ 42,731	42,731	126,818	84,087	197%
Mail Messenger	1,104,547	1,104,547	1,139,690	35,143	3%
Printing and Copiers	624,472	624,472	762,188	137,716	22%
Total	1,771,750	1,771,750	2,028,696	256,946	15%
by category					
Charges for Services	1,593,485	1,593,485	1,657,785	64,300	4%
Miscellaneous	172,869	172,869	160,000	(12,869)	-7%
Total Revenues	1,766,354	1,766,354	1,817,785	51,431	3%
Personnel Services	543,965	543,965	557,645	13,680	3%
Materials & Services	925,681	925,681	875,666	(50,015)	-5%
Interdepartmental	194,373	194,373	218,567	24,194	12%
Capital Outlay	65,000	65,000	250,000	185,000	285%
subtotal	1,729,019	1,729,019	1,901,878	172,859	10%
Contingency	42,731	42,731	126,818	84,087	197%
Total Expenditures	1,771,750	1,771,750	2,028,696	256,946	15%
Revenues under expenditures	(5,396)	(5,396)	(210,911)	(205,515)	3,809%
Beginning Fund Balance	5,396	5,396	210,911	205,515	3,809%
Ending Fund Balance \$	-	-	-	-	
FTE's	7.00	7.00	7.00	-	0%

Budget Analysis:

Revenues increase \$51,431 (3%). Expenditures, excluding Contingency, increase \$172,859 (10%). Contingency increases \$84,087 (197%). Beginning fund balance increases \$205,515 (3,809%).

Revenues increase due primarily to the Mail Messenger fee for fiscal years 2017-18 and 2018-19. The increase will be set aside for future equipment replacements.

Personnel Services increase \$13,680 (3%). Capital Outlay increases \$185,000 (285%) based on the schedule for the purchase of new copiers for departments, anticipated replacement of the Image Press copier and Neopost mail machine.

Contingency increases to set aside for future equipment replacements.

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Public Safety & Justice

Sheriff's Office Administration	100-4010
Law Enforcement	100-4020
Jail	100-4030
District Attorney	100-4510
Juvenile	100-5010
Juvenile Administration	100-5030
Jail Health Care	100-7020
Justice Court	100-8010
Law Library	176-8510
District Patrol	182-4020
Sheriff's Contract Services	186-4060
Community Corrections	188-5510
Juvenile Grants	196-5040
Juvenile Conciliation Services	197-5020
Court Security	202-4040
Grants & Donations	224-4050
Jail Commissary	226-4030
Juvenile High Risk Prevention Funds	228-5050
Local Option Levy Administration	234-1690
Local Option Levy Sheriff's Administration	234-4010
Local Option Levy Law Enforcement	234-4020
Local Option Levy Jail	234-4030
Local Option Levy District Attorney	234-4510
Local Option Levy Juvenile	234-5010
Local Option Levy Community Corrections	234-5515
Civil Forfeitures	238-4090

PUBLIC SAFETY & JUSTICE

BUDGET OVERVIEW

Public Safety & Justice provides services for Washington County citizens to ensure the public's safety and welfare, and a justice system that functions in a collaborative and cooperative effort.

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
LOL Administration	\$ 17,484,951	17,484,951	20,379,890	2,894,939	17%
subtotal - Administration	17,484,951	17,484,951	20,379,890	2,894,939	17%
Sheriff's Office Administration	5,257,656	5,257,656	5,472,241	214,585	4%
Law Enforcement	22,692,285	22,692,285	23,776,446	1,084,161	5%
Jail	26,598,868	26,598,868	28,433,678	1,834,810	7%
District Patrol	27,065,193	27,065,193	28,177,358	1,112,165	4%
Sheriff's Contract Services	1,232,856	1,232,856	1,253,233	20,377	2%
Court Security	1,334,300	1,334,300	1,540,700	206,400	15%
Grants & Donations	2,378,178	2,378,178	2,378,178	-	0%
Jail Commissary	688,098	688,098	848,940	160,842	23%
LOL Sheriff's Administration	1,366,710	1,366,710	1,354,782	(11,928)	-1%
LOL Law Enforcement	11,524,116	11,524,116	12,117,128	593,012	5%
LOL Jail	2,663,163	2,663,163	2,954,198	291,035	11%
Civil Forfeitures	382,851	382,851	322,589	(60,262)	-16%
subtotal - Sherriff's Office	103,184,274	103,184,274	108,629,471	5,445,197	5%
District Attorney	12,248,179	12,248,179	12,965,705	717,526	6%
LOL District Attorney	3,279,606	3,279,606	3,239,380	(40,226)	-1%
subtotal - District Attorney	15,527,785	15,527,785	16,205,085	677,300	4%
Juvenile	6,992,669	6,992,669	7,234,174	241,505	3%
Juvenile Administration	1,409,112	1,409,112	1,445,069	35,957	3%
Juvenile Grants	702,226	825,170	886,187	61,017	7%
Juvenile Conciliation Services	742,622	742,622	708,691	(33,931)	-5%
Juvenile High Risk Prevention Funds	2,439,222	2,652,606	2,889,126	236,520	9%
LOL Juvenile	1,592,093	1,592,093	1,637,534	45,441	3%
subtotal - Juvenile	13,877,944	14,214,272	14,800,781	586,509	4%
Community Corrections	21,719,425	21,948,365	22,524,546	576,181	3%
LOL Community Corrections	4,580,973	4,580,973	4,572,735	(8,238)	0%
subtotal - Community Corrections	26,300,398	26,529,338	27,097,281	567,943	2%
Jail Health Care	5,074,554	5,074,554	5,439,715	365,161	7%
Justice Court	810,128	810,128	839,782	29,654	4%
Law Library	1,345,815	1,345,815	1,272,612	(73,203)	-5%
subtotal - Other	7,230,497	7,230,497	7,552,109	321,612	4%
Totals	183,605,849	184,171,117	194,664,617	10,493,500	6%
General Fund	81,083,451	81,083,451	85,606,810	4,523,359	6%
Special Funds	102,522,398	103,087,666	109,057,807	5,970,141	6%
Totals \$	183,605,849	184,171,117	194,664,617	10,493,500	6%
FTE's	922.70	937.20	946.45	9.25	1%

PUBLIC SAFETY & JUSTICE

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Taxes	\$ 25,265,810	25,265,810	26,267,808	1,001,998	4%
Licenses & Permits	698,300	698,300	731,200	32,900	5%
Intergovernmental	23,614,208	24,179,476	25,411,670	1,232,194	5%
Charges for Services	5,397,840	5,397,840	5,335,796	(62,044)	-1%
Fines & Forfeitures	2,515,000	2,515,000	2,500,000	(15,000)	-1%
Interdepartmental	4,219,003	4,219,003	4,333,087	114,084	3%
Miscellaneous	29,737,802	29,737,802	31,249,473	1,511,671	5%
Operating Transfers In	2,606,428	2,606,428	2,606,481	53	0%
Total Revenues	94,054,391	94,619,659	98,435,515	3,815,856	4%
Personnel Services	117,515,809	117,723,618	122,664,967	4,941,349	4%
Materials & Services	27,361,988	27,719,447	28,068,322	348,875	1%
Other	3,429,005	3,429,005	3,528,541	99,536	3%
Interdepartmental	15,077,921	15,077,921	16,701,304	1,623,383	11%
Operating Transfers Out	17,447	892,680	167,332	(725,348)	-81%
Capital Outlay	1,123,984	1,123,984	1,564,400	440,416	39%
subtotal	164,526,154	165,966,655	172,694,866	6,728,211	4%
Contingency	19,079,695	18,204,462	21,969,751	3,765,289	21%
Total Expenditures	183,605,849	184,171,117	194,664,617	10,493,500	6%
Revenues under expenditures	(89,551,458)	(89,551,458)	(96,229,102)	(6,677,644)	7%
General Fund Subsidy	66,954,426	66,954,426	70,911,636	3,957,210	6%
Special Funds Beginning Balances	22,597,032	22,597,032	25,317,466	2,720,434	12%
Ending Fund Balances \$	-	-	-	-	

This organization unit provides executive direction and support for the entire Sheriff's Office operations and includes the following administrative programs:

1. **Sheriff's Office Executive Administration** (100-401005): Provides direction for the Sheriff's Office including leadership, strategic planning, policy development and enforcement and labor negotiations.
2. **Business Support Services** (100-401010): Provides business support to the Sheriff's Office including budget development/monitoring/control, cost accounting, purchasing, inventory control, inmate banking, cash control, contract negotiation/administration, personnel and payroll activities, grant administration and facilities liaison.
3. **Training** (100-401015): Provides support personnel in the training unit to coordinate, facilitate, document, register and assist in employee correspondence for the purposes of certification, re-certification and documentation with the state Department of Policy Safety Standards and Training (DPSST).
4. **Law Enforcement Technology** (100-401020): Collects, analyzes and presents information in support of effective management decision making; provides operations analysis and support including intelligence data and crime analysis.
5. **Professional Standards** (100-401025): Conducts internal affairs investigations and background investigations of potential employees, vendors, etc., responds to citizen complaints and coordinates recruitment, testing and the hiring of employees.

Sheriff's Office Administration 100-4010

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Sheriff's Office Executive Administration	\$ 1,462,065	1,462,065	1,517,116	55,051	4%
Business Support Services	1,259,973	1,259,973	1,292,758	32,785	3%
Training	1,421,844	1,421,844	1,456,954	35,110	2%
Law Enforcement Technology	481,883	481,883	501,524	19,641	4%
Professional Standards	631,891	631,891	703,889	71,998	11%
Total	5,257,656	5,257,656	5,472,241	214,585	4%
by category					
Interdepartmental	40,025	40,025	41,226	1,201	3%
Miscellaneous	374,002	374,002	438,247	64,245	17%
Total Revenues	414,027	414,027	479,473	65,446	16%
Personnel Services	4,473,385	4,473,385	4,673,402	200,017	4%
Materials & Services	704,158	704,158	735,999	31,841	5%
Other	33,513	33,513	33,840	327	1%
Interdepartmental	32,000	32,000	29,000	(3,000)	-9%
Capital Outlay	14,600	14,600	-	(14,600)	-100%
Total Expenditures	5,257,656	5,257,656	5,472,241	214,585	4%
General Fund Subsidy \$	4,843,629	4,843,629	4,992,768	149,139	3%
FTE's	33.75	33.75	34.00	0.25	1%

Budget Analysis:

Revenues increase \$65,446 (16%). Expenditures increase \$214,585 (4%). General Fund subsidy increases \$149,139 (3%).

The increase in revenues reflects the administrative overhead adjustment for contracted services for Tri-Met and the cities of Banks, Gaston and Cornelius.

Personnel Services increase \$200,017 (4.5%) and includes a 0.25 FTE addition in Executive Administration, the re-classification of a 1.00 FTE from Accounting Assistant to Equipment and Supply Coordinator in Business Operations and an increase in temporary help for backgrounds in the Professional Standards Unit.

Materials & Services increase \$31,841 (4.5%) due primarily to Mail Messenger services (\$2,995), issued duty equipment (\$3,295), ammunition (\$11,160) and Fleet Operating costs (\$8,096) due to the reallocation of emergency operations training vehicles from Patrol to Training.

Interdepartmental decreases \$3,000 (9%) for forfeiture legal costs now calculated through the County Cost Plan.

Capital Outlay decreases \$14,600 as no new vehicles are requested.

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Provides traffic enforcement and accident investigation services; responds to citizen generated calls for service; patrols county roads, neighborhoods and businesses to prevent criminal activity. Includes contracted city law enforcement services.

1. **Patrol Operations** (100-402005): Provides traffic enforcement and accident investigation services; responds to citizen generated calls for service; patrol county roads, neighborhoods and businesses to prevent criminal activity. Includes contracted city law enforcement services.
2. **Investigations** (100-402010): Investigates crimes and criminal organizations related to Washington County by utilizing both traditional and undercover investigative methodologies. Investigations are conducted internally and through participation on interagency teams/task forces; investigators perform crime analysis and case management functions. The division also provides countywide services with regard to narcotics enforcement, gang activity suppression, criminal intelligence, auto theft enforcement, sex offender registration, child abuse and violent crimes.
3. **Records** (100-402015): Collects, maintains, distributes and stores criminal and jail records; accepts citizen crime reports over the phone; collects fees for service from the public; processes inmate bail and processes warrants.
4. **Public Affairs** (100-402020): Provides community awareness and education designed to reduce incidence and fear of criminal victimization. Topics include but are not limited to: personal safety, identity theft, neighborhood watch, recognizing child molesters, gangs and graffiti and an award-winning methamphetamine awareness campaign; all topics are available in English and Spanish. The unit works closely with patrol deputies to address neighborhood livability issues, nuisance properties and provides citizens, aged 65 and older, assistance in reducing incidence and fear of criminal victimization.
5. **Civil** (100-402030): Processes and services protective orders and subpoenas. Enforces eviction orders, restraining orders, child custody orders and orders to seize and sell property. Responds to abandoned vehicle complaints.
6. **Permits** (100-402035): Administers the County alarm ordinance by processing alarm permit applications, tracks alarm incidents and regulates false alarm actions. Processes state mandated concealed handgun applications and licenses and provides fingerprint services to the public.
7. **Forensics** (100-402040): Provides collection and analysis of forensic evidence from crime scenes.
8. **Evidence** (100-402045): Provides logging, tracking, and disposition of evidence inventory related to criminal cases.
9. **Sheriff's Office Services Administration** (100-402050): Provides management and administrative support for direct services programs; coordinates Sheriff's Office volunteer program; and administers the tow contract program.

Law Enforcement 100-4020

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Patrol Operations	\$ 10,211,531	10,211,531	10,919,551	708,020	7%
Investigations	6,671,800	6,671,800	6,864,068	192,268	3%
Records	1,770,878	1,770,878	1,811,831	40,953	2%
Public Affairs	957,379	957,379	975,399	18,020	2%
Civil	1,399,582	1,399,582	1,395,000	(4,582)	0%
Permits	573,525	573,525	480,517	(93,008)	-16%
Forensics	398,021	398,021	518,486	120,465	30%
Evidence	340,137	340,137	352,521	12,384	4%
Sheriff's Office Services Administration	369,432	369,432	459,073	89,641	24%
Total	22,692,285	22,692,285	23,776,446	1,084,161	5%
by category					
Licenses & Permits	662,000	662,000	695,000	33,000	5%
Intergovernmental	149,672	149,672	163,862	14,190	9%
Charges for Services	3,021,199	3,021,199	2,987,822	(33,377)	-1%
Interdepartmental	40,000	40,000	138,613	98,613	247%
Miscellaneous	157,300	157,300	381,300	224,000	142%
Total Revenues	4,030,171	4,030,171	4,366,597	336,426	8%
Personnel Services	19,419,639	19,419,639	20,242,427	822,788	4%
Materials & Services	2,363,938	2,363,938	2,397,912	33,974	1%
Other	801,024	801,024	838,707	37,683	5%
Interdepartmental	1,000	1,000	1,000	-	0%
Capital Outlay	106,684	106,684	296,400	189,716	178%
Total Expenditures	22,692,285	22,692,285	23,776,446	1,084,161	5%
General Fund Subsidy \$	18,662,114	18,662,114	19,409,849	747,735	4%
FTE's	145.90	145.90	149.40	3.50	2%

Budget Analysis:

Revenues increase \$336,426 (8%). Expenditures increase \$1,084,161 (5%). General Fund subsidy increases \$747,735 (4%).

The increase in revenues is due primarily to contracted enforcement services, \$335,623 (13.5%), for Tri-Met and the cities of Banks, Cornelius, and Gaston. Other revenue increases for concealed handgun fees (\$22,000) and alarm permit fees (\$11,000) are off-set by decreases in foreclosure service fees (\$83,000) and fingerprint fees (\$60,000), which continue to decline.

Personnel Services increase \$822,788 (4%) due primarily to the addition of a 2.50 FTE (1.00-Deputy to keep pace with population, 1.00 Contract Deputy for the motor carrier program, 1.00 FTE Information Systems Analyst for Investigations and a 0.50 FTE-Evidence Officer), salaries, retirement costs, health benefits and Washington County Police Officers Association (WCPOA) collective bargaining agreement market adjustments.

Materials & Services increase \$33,974 (just over 1%). Increases in body armor (\$3,200) and fleet operating costs (\$112,062) are off- set by decreases in small tools and equipment (\$33,500), communications costs (\$20,000) and advertising (\$10,150) associated with the downturn in foreclosures.

Capital Outlay increases \$189,716 (178%) for the replacement of six patrol vehicles, one additional patrol vehicle to keep pace with population and one fully reimbursed motor carrier vehicle and mobile radio replacements.

The Sheriff's Office jail programs described below are supported by the General Fund and other departmental revenues.

1. **Jail Administration** (100-403005): Provides administrative support to the jail.
2. **Jail Housing / Security** (100-403010): Performs evaluations of inmates to determine their appropriate security classification which defines the POD an inmate is incarcerated in and provides facility security, meals, janitorial and laundry services, mental health and substance abuse counseling, basic adult education and law library services to inmates.
3. **Jail Intake and Release** (100-403025): Processes the booking (intake) and release of offenders and provides for the transportation of prisoners to and from court as well as other correctional facilities, court security services, coordinates the work-in-lieu of jail and electronic home monitoring programs.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Jail Administration	\$ 1,138,903	1,138,903	1,259,510	120,607	11%
Jail Housing / Security	15,601,922	15,601,922	16,253,434	651,512	4%
Jail Intake and Release	9,858,043	9,858,043	10,920,734	1,062,691	11%
Total	26,598,868	26,598,868	28,433,678	1,834,810	7%
by category					
Intergovernmental	365,000	365,000	320,000	(45,000)	-12%
Charges for Services	37,000	37,000	37,000	-	0%
Interdepartmental	3,703,675	3,703,675	3,703,675	-	0%
Miscellaneous	95,200	95,200	95,200	-	0%
Total Revenues	4,200,875	4,200,875	4,155,875	(45,000)	-1%
Personnel Services	23,346,913	23,346,913	25,220,277	1,873,364	8%
Materials & Services	2,933,414	2,933,414	2,909,401	(24,013)	-1%
Other	49,000	49,000	49,000	-	0%
Interdepartmental	53,041	53,041	32,500	(20,541)	-39%
Capital Outlay	216,500	216,500	222,500	6,000	3%
Total Expenditures	26,598,868	26,598,868	28,433,678	1,834,810	7%
General Fund Subsidy \$	22,397,993	22,397,993	24,277,803	1,879,810	8%
FTE's	180.50	188.50	192.50	4.00	2%

Budget Analysis:

Revenues decrease \$45,000 (1%). Expenditures increase \$1,834,810 (7%). General Fund subsidy increases \$1,879,810 (8%).

Revenue decreases due to the removal of the federal State Criminal Alien Assistance Program (SCAAP) of \$45,000, funding is anticipated to be discontinued.

Personnel Services increase \$1,873,364 (8%) for the addition of 4.00 FTE in fiscal year 2018-19, 8.00 FTE added mid-2017-18 ,salaries, retirement costs, health benefits and Washington County Police Officers Association (WCPOA) collective bargaining agreement market adjustments.

Materials & Services has a net decrease of \$24,014 (1%). A possible increase in the jail kitchen services as the contract will go through an RFP process that could potentially change the contractor and associated rates, addition of interpretation services (\$4,000) and an increase in body armor (\$13,254) are offset by a \$49,000 decrease for replacement radios moved into Capital Outlay.

Interdepartmental decreases \$20,541 (39%) for the adjustment of budgeted costs related to Facilities work order reimbursements, for the destruction of property, to better match expenditures.

Capital Outlay increases \$6,000 (3%) for the replacement of one vehicle.

The District Attorney (DA) is responsible for the prosecution of individuals charged with crimes and other violations of state statutes within Washington County. The DA reviews police reports, prepares/reviews affidavits for search and arrest warrants, directs and assists in criminal investigations, interviews witnesses, prepares charging instruments and fugitive complaints, attends and participates in all court proceedings relating to criminal prosecution, prepares and directs all extradition proceedings in the county and provides on-call assistance to police agencies in Major Crimes Team and Crash Analysis and Reconstruction Team callouts and in child abuse cases as well as other after-hours assistance. The DA is also responsible for legal advice to the juvenile department, the preparation of legal documents relating to all matters brought before the juvenile court and participation in court proceedings; the establishment, modification and enforcement of child support judgments; and informing crime victims of their constitutional rights.

1. **Child Support Enforcement (100-451005)**: This program establishes modifies and enforces court-ordered child support judgments, including: interviewing witnesses, examining support payment records, preparing necessary legal documents, attending all child support court hearings, initiating Uniform Reciprocal Support Enforcement cases for possible criminal action. Child Support Enforcement is also responsible for establishing paternity for cases that meet certain statutory guidelines and for establishing orders of support in those cases. The program is funded mainly by federal funds.
2. **Criminal Prosecution Services (100-451010)**: This program conducts prosecution of felony and misdemeanor crimes, violations, major traffic offenses and restraining order violations occurring in Washington County; processes all probation revocation, extradition and criminal appeals. This program also prosecutes all juvenile crime in the County, gives advice to the juvenile department, reviews police and social service reports for juveniles, processes juvenile court actions involving criminal delinquency and child dependency including child abuse and neglect. Support for the internal administrative functions and operations of the DA's office including reception and clerical relief is included in this unit along with the overall managerial control and direction and public outreach and awareness. Finally, review and processing for all cases, including those handled through the County's special prosecution programs are included in this budget. The special programs include drug court, mental health court, early case resolution, driving under the influence of intoxicants (DUII) and domestic violence deferred sentencing programs.
3. **Victim Assistance (100-451015)**: This program provides assistance to victims who have come into contact with the criminal justice system. The DA's office informs victims of their constitutional rights as required and keeps victims up to date on the status of cases, both through formal notification and personal interaction. The DA's office may provide referral of victims to other sources for assistance and may also contact victims who have suffered from personal injury or property loss to assist with their receiving restitution from various sources.
4. **Child Abuse Multi. Intervention (Cami) (100-451020)**: This program provides education and support to victims of child abuse and their families and serves as a liaison for victims in dealing with police officers, attorneys, physicians and others throughout the criminal investigation and prosecution process. The program also provides staff support to the County's multidisciplinary child abuse intervention team, child fatality review committee and coordinates services through contract relationships with other social service agencies and medical facilities.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Child Support Enforcement	\$ 1,416,209	1,416,209	1,456,579	40,370	3%
Criminal Prosecution Services	9,294,606	9,294,606	9,817,786	523,180	6%
Victim Assistance	972,270	972,270	1,069,308	97,038	10%
Child Abuse Multi. Intervention (Cami)	565,094	565,094	622,032	56,938	10%
Total	12,248,179	12,248,179	12,965,705	717,526	6%
by category					
Intergovernmental	2,094,957	2,094,957	2,238,767	143,810	7%
Charges for Services	254,700	254,700	254,700	-	0%
Interdepartmental	144,910	144,910	152,316	7,406	5%
Miscellaneous	571,492	571,492	626,689	55,197	10%
Total Revenues	3,066,059	3,066,059	3,272,472	206,413	7%
Personnel Services	11,206,042	11,206,042	11,817,608	611,566	5%
Materials & Services	1,037,137	1,037,137	1,143,097	105,960	10%
Other	5,000	5,000	5,000	-	0%
Total Expenditures	12,248,179	12,248,179	12,965,705	717,526	6%
General Fund Subsidy	\$ 9,182,120	9,182,120	9,693,233	511,113	6%
FTE's	88.90	90.90	91.90	1.00	1%

Budget Analysis:

Revenues increase \$206,413 (7%). Expenditures increase \$717,526 (6%). General Fund subsidy increases \$511,113 (6%).

Revenues increase due primarily to Intergovernmental (\$143,810) revenues from Community Corrections for District Attorney costs associated with the Drug Court.

Personnel Services increases \$611,566 (5.5%) for new positions, salaries, retirement costs and health benefits.

Materials & Services increase \$105,960 (10%) for supplies, training and services authorized through grant awards.

Staffing levels increase by a net 3.00 FTE including 1) a 1.00 FTE Administrative Specialist II added mid-year in fiscal year 2017-18 in the Victim Assistance Program to provide clerical support to the team of 13 victim advocates, 2) a 1.00 FTE Public Affairs and Communications Coordinator to perform public outreach and awareness duties for the department and 3) a 1.00 FTE Fiscal Analyst for grant monitoring and reporting, contract management and fiscal analysis.

The Juvenile Department has the responsibility to assure that any child coming within the jurisdiction of the juvenile court receives care, guidance and control-preferably in his/her own home to assure his/her welfare and the best interests of the public. The department also assists the juvenile court in assuring that when a child is removed from the control of his/her parents that care is secured which best meets the needs of the child.

1. **Basic Services** (100-501005): Conducts an investigation of every child brought before the juvenile court; represents the interests of the child when the case is heard in the juvenile court; furnishes information and assistance as the court requires and takes charge of any child before and after the hearing as may be directed by the court.
2. **Shelter Care** (100-501010): Provides for the care and supervision of the child in a neutral setting to obtain an evaluation that will provide the court with information regarding the needs of the child and the best way to meet those needs.
3. **Secure Detention** (100-501015): Provides secure facilities for holding those children considered to be immediately endangering themselves or others and are alleged to have committed a major crime. Services are purchased from the Donald E. Long detention facility in Multnomah County.
4. **Home Detention** (100-501025): Provides for close supervision of youth in their own homes as an alternative to detention, a least restrictive alternative as required by law.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Basic Services	\$ 2,406,493	2,406,493	2,471,202	64,709	3%
Shelter Care	1,699,672	1,699,672	1,765,738	66,066	4%
Secure Detention	2,682,066	2,682,066	2,786,988	104,922	4%
Home Detention	204,438	204,438	210,246	5,808	3%
Total	6,992,669	6,992,669	7,234,174	241,505	3%
by category					
Intergovernmental	12,000	12,000	15,000	3,000	25%
Total Revenues	12,000	12,000	15,000	3,000	25%
Personnel Services	4,370,845	4,370,845	4,486,614	115,769	3%
Materials & Services	2,596,324	2,596,324	2,719,060	122,736	5%
Other	25,500	25,500	28,500	3,000	12%
Total Expenditures	6,992,669	6,992,669	7,234,174	241,505	3%
General Fund Subsidy \$	6,980,669	6,980,669	7,219,174	238,505	3%
FTE's	38.50	38.50	39.00	0.50	1%

Budget Analysis:

Revenues increase \$3,000 (25%). Expenditures increase \$241,505 (3%). General Fund subsidy increases \$238,505 (3%).

Revenues increase \$3,000 as more restitution to victims is being collected.

Personnel Services increase \$115,769 (2.6%) due primarily to salaries, retirement costs, health benefits and an increase of a 0.50 FTE Juvenile Counselor I to a 1.00 FTE to offset the reliance on variable hour temporary employee's in the Juvenile Shelter.

Materials & Services increase \$122,736 (5%) due primarily to contracted services for psychological evaluations, increased training and education, travel expense and private mileage in keeping with the approved department training plan and support of tuition reimbursement for staff.

This organization unit provides management and administrative services to the following Juvenile department service areas: basic services, shelter services, secure detention, youth outreach, conciliation services, juvenile grants and the Juvenile High Risk Prevention Funds.

1. **Juvenile Administration Program (100-503005):** Provides financial activities and operational administration for the Juvenile department.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Juvenile Administration Program	\$ 1,409,112	1,409,112	1,445,069	35,957	3%
Total	1,409,112	1,409,112	1,445,069	35,957	3%
by category					
Interdepartmental	130,393	130,393	137,257	6,864	5%
Total Revenues	130,393	130,393	137,257	6,864	5%
Personnel Services	1,387,412	1,387,412	1,412,469	25,057	2%
Materials & Services	20,900	20,900	31,600	10,700	51%
Other	800	800	1,000	200	25%
Total Expenditures	1,409,112	1,409,112	1,445,069	35,957	3%
General Fund Subsidy \$	1,278,719	1,278,719	1,307,812	29,093	2%
FTE's	11.50	11.50	11.50	-	0%

Budget Analysis:

Revenues increase \$6,864 (5%). Expenditures increase \$35,957 (3%). General Fund subsidy increases \$29,093 (2%).

Revenues increase due to slightly increased indirect costs from special funds Juvenile Grants, Juvenile Conciliation Services and Juvenile High Risk Prevention Funds, 196,197 and 228, respectively.

Personnel Services increase \$25,057 (1.8%) due to salaries, retirement costs and health benefits.

Other increases slightly from the prior year.

Jail Health Care ensures the delivery of health care to Washington County inmates consistent with standards of the community and the National Commission on Correctional Health Care. These services are provided via a private health care provider.

1. **Jail Health Care Program (100-702005):** Provides financial activities in support of Jail Health Care.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Jail Health Care Program	\$ 5,074,554	5,074,554	5,439,715	365,161	7%
Total	5,074,554	5,074,554	5,439,715	365,161	7%
by category					
Miscellaneous	210,000	210,000	218,000	8,000	4%
Total Revenues	210,000	210,000	218,000	8,000	4%
Personnel Services	9,348	9,348	4,276	(5,072)	-54%
Materials & Services	5,065,206	5,065,206	5,435,439	370,233	7%
Total Expenditures	5,074,554	5,074,554	5,439,715	365,161	7%
General Fund Subsidy \$	4,864,554	4,864,554	5,221,715	357,161	7%

Budget Analysis:

Revenues increase \$8,000 (4%). Expenditures increase \$365,161 (7%). General Fund subsidy increases \$357,161 (7%).

The County and NaphCare Inc. (contract service provider) continue to work together as a team to provide quality health care in the jail. Contract negotiations for the 2018-19 fiscal year are still in progress, therefore the proposed budget is based on the information available at the time the budget was prepared and includes 1) a slight increase in revenues related to the aggregate cap refund and 2) a \$368,368 increase in professional services; due to the timing of contract negotiations with NaphCare, the FY 2017-18 adopted budget did not reflect a \$200,000 increase in professional services.

The FY 2018-19 budget anticipates status quo staffing levels and an upward adjustment for cost of living.

Between FY 2015-16 and FY 2017-18, many inmates received medical treatment while covered by private insurance or the Oregon Health Plan. As a result of this insurance coverage and an active utilization management program by the vendor, off-site medical costs continue on a downward trend.

Staff anticipates the contract for FY 2018-19 will be finalized in June 2018.

The Washington County Justice Court is the last of four (4) justice courts established in 1915, is the only court administered by the County and provides services in connection with civil and criminal actions. The court is administered by an elected Justice of the Peace.

The County Justice Court has jurisdiction over most violations of the state motor vehicle code, certain misdemeanor offenses and a number of other statutorily defined criminal offenses such as simple theft and assault. The court also has jurisdiction over civil claims for money and damages not exceeding \$10,000, claims for the recovery of personal property subject to the same dollar limitation and claims for the recovery of penalties and forfeitures, again limited to \$10,000 in value.

1. **Washington County Justice Court Program (100-801005):** Provides financial activities in support of the County Justice Court.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Washington County Justice Court Program	\$ 810,128	810,128	839,782	29,654	4%
Total	810,128	810,128	839,782	29,654	4%
by category					
Charges for Services	50,000	50,000	50,000	-	0%
Fines & Forfeitures	2,015,000	2,015,000	2,000,000	(15,000)	-1%
Miscellaneous	500	500	500	-	0%
Total Revenues	2,065,500	2,065,500	2,050,500	(15,000)	-1%
Personnel Services	754,708	754,708	775,514	20,806	3%
Materials & Services	54,920	54,920	63,268	8,348	15%
Interdepartmental	500	500	1,000	500	100%
Total Expenditures	810,128	810,128	839,782	29,654	4%
General Fund Subsidy \$	(1,255,372)	(1,255,372)	(1,210,718)	44,654	-4%
FTE's	8.00	8.00	8.00	-	0%

Budget Analysis:

Revenues decrease \$15,000 (1%). Expenditures increase \$29,654 (4%). General Fund subsidy increases \$44,654 (4%).

Revenues remain flat.

Expenditures increase \$29,654 (3.7%). Personnel Services increase \$20,806 (3%) due primarily to increases in salaries, retirement costs and health benefits.

Materials & Services increase \$8,348 (15%) due primarily to interpreting services, office supplies and mail messenger services.

Staffing levels are unchanged and Justice Court's contribution to the General Fund (revenue net of operating expenditures) decreases \$44,654 (4%).

The Washington County Law Library was established in 1926 and strives to enhance equal access to justice by ensuring legal information, resources, and tools are available and accessible to everyone. This is done by providing: 1) research training and legal reference assistance and 2) access to a variety of general and specialized legal information resources and tools in a comfortable, welcoming and usable space for anyone engaged with the justice system, including litigants and those facing legal issues, attorneys, court staff, the judiciary and other governmental organizations. The Law Library is governed by the Washington County Board of Commissioners in consultation with the Circuit Court Presiding Judge and advised by the Washington County Bar Association’s Law Library Committee.

1. **Law Library Program (176-851005):** Provides financial activities in support of the Law Library.

Program Description	Adopted	Modified	Proposed	Change		
	2017-18	2017-18	2018-19	\$	%	
Law Library Program	\$ 1,345,815	1,345,815	1,272,612	(73,203)	-5%	
Total	1,345,815	1,345,815	1,272,612	(73,203)	-5%	
by category						
Charges for Services	375,885	375,885	358,541	(17,344)	-5%	
Miscellaneous	9,603	9,603	13,508	3,905	41%	
Total Revenues	385,488	385,488	372,049	(13,439)	-3%	
Personnel Services	302,460	302,460	303,388	928	0%	
Materials & Services	65,191	65,191	66,064	873	1%	
Interdepartmental	99,831	99,831	104,393	4,562	5%	
Operating Transfers Out	17,447	17,447	17,332	(115)	-1%	
subtotal	484,929	484,929	491,177	6,248	1%	
Contingency	860,886	860,886	781,435	(79,451)	-9%	
Total Expenditures	1,345,815	1,345,815	1,272,612	(73,203)	-5%	
	Revenues under expenditures	(960,327)	(960,327)	(900,563)	59,764	-6%
Beginning Fund Balance	960,327	960,327	900,563	(59,764)	-6%	
Ending Fund Balance \$	-	-	-	-	-	
FTE's	3.00	3.00	3.00	-	0%	

Budget Analysis:

Revenues decrease \$13,439 (3%). Expenditures, excluding Contingency, increase \$6,248 (1%). Contingency decreases \$79,451 (9%). Beginning fund balance decreases \$59,764 (6%).

Revenues decrease but should be roughly the same as actual projected revenue for fiscal year 2017-18. The Law Library receives an annual appropriation from the Oregon Judicial Department set by the state Legislature (currently in session). This appropriation for the biennium 2017-19 was lower than anticipated during the last Washington County budget cycle. This is modestly supplemented by other revenues (less than 4% of total).

Expenditure increases in the County Cost Plan (\$6,682) are offset by some minor reductions.

The Law Library reserve fund was designed to meet expenditures and expected levels of services in the event that the Legislature and the Oregon Judicial Department make further cuts to county law libraries.

District Patrol 182-4020

Budget Detail

This budget houses the operating budget for the Enhanced Sheriff's Patrol District. Since the Enhanced Sheriff's Patrol District is a separate government entity, this District Patrol operating budget (organization unit 182-4020) is funded by transfers from the District's own (and separate) fiscal accounting entity, organization unit 210-1680 (ESPD) and is included in the Service District section of this document.

- Patrol Operations (182-402005):** The program prevents and responds to criminal activity by motor patrol; provides traffic enforcement, burglary suppression, follow-up crime investigations, and other duties typical of patrol officers under the authority of the Sheriff. The District Patrol geographic boundaries include the urban unincorporated areas of Washington County, as approved by the voters.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Patrol Operations	\$ 27,065,193	27,065,193	28,177,358	1,112,165	4%
Total	27,065,193	27,065,193	28,177,358	1,112,165	4%
by category					
Charges for Services	45,000	45,000	45,000	-	0%
Miscellaneous	27,020,193	27,020,193	28,132,358	1,112,165	4%
Total Revenues	27,065,193	27,065,193	28,177,358	1,112,165	4%
Personnel Services	19,020,318	19,020,318	19,429,851	409,533	2%
Materials & Services	1,546,068	1,546,068	1,571,318	25,250	2%
Other	1,270,732	1,270,732	1,303,145	32,413	3%
Interdepartmental	4,680,575	4,680,575	5,007,744	327,169	7%
Operating Transfers Out	-	-	30,300	30,300	0%
Capital Outlay	547,500	547,500	835,000	287,500	53%
subtotal	27,065,193	27,065,193	28,177,358	1,112,165	4%
Contingency	-	-	-	-	0%
Total Expenditures	27,065,193	27,065,193	28,177,358	1,112,165	4%
Revenues under expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	
FTE's	139.60	139.60	140.60	1.00	1%

Budget Analysis:

Revenues increase \$1,112,165 (4%). Expenditures increase \$1,112,165 (4%).

Fiscal year 2018-19 is the first year of a five-year local option property tax levy passed by the voters in May of 2017. The levy rate of \$0.68 per \$1,000 of assessed value supplements the Enhanced Sheriff's Patrol District (ESPD) permanent tax levy of \$0.64 per \$1,000 of assessed value.

Revenues include the transfer from ESPD to support District Patrol activity. Fee-based revenue and Charges for Services remain unchanged from the prior year.

Personnel Services increases \$409,533 (2%) and includes a 1.0 FTE-Deputy to keep pace with population.

Materials & Services increase \$25,250 (2%). The net increase in fleet operating costs (\$35,000), training (\$10,000) and travel (\$10,000) are off-set by decreases in lease and rental space (\$45,000).

Interdepartmental increases \$327,169 (7%). Increases in costs from the County Cost Plan (\$686,814) are offset by a decrease in information technology business plans (\$359,645).

Operating Transfers Out increases \$22,200 for Facilities Capital Projects.

Capital Outlay increases \$287,500 (53%) due primarily to one new and 13 replacement vehicle costs.

There is no beginning fund balance or Contingency; these are housed in the ESPD, the District's fiscal accounting entity.

Sheriff's Contract Services 186-4060

Budget Detail

This budget houses Sheriff's Office contract-for-services programs. Services are provided to specific geographical areas of the county with accompanying funding from the government jurisdictions or organizations desiring those services.

1. **Tri-Met Services (186-406005):** Provides certified officers to TriMet's law enforcement team for Metropolitan Area Express (MAX) and other transit-related services.
2. **WIN Contracts (186-406050):** This program houses expenditures related to forfeitures reimbursable to the Westside Interagency Narcotics (WIN) team for drug enforcement activities.
3. **Taskforce Reimbursables (186-406060):** This program houses revenues and expenditures for various Sheriff's Office task forces where specific costs are reimbursable.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Tri-Met Services	\$ 672,856	672,856	693,233	20,377	3%
WIN Contracts	60,000	60,000	60,000	-	0%
Taskforce Reimbursables	500,000	500,000	500,000	-	0%
Total	1,232,856	1,232,856	1,253,233	20,377	2%
by category					
Charges for Services	672,856	672,856	693,233	20,377	3%
Interdepartmental	60,000	60,000	60,000	-	0%
Miscellaneous	500,000	500,000	500,000	-	0%
Total Revenues	1,232,856	1,232,856	1,253,233	20,377	2%
Personnel Services	1,007,551	1,007,551	1,021,399	13,848	1%
Materials & Services	185,305	185,305	191,834	6,529	4%
Other	40,000	40,000	40,000	-	0%
subtotal	1,232,856	1,232,856	1,253,233	20,377	2%
Contingency	-	-	-	-	0%
Total Expenditures	1,232,856	1,232,856	1,253,233	20,377	2%
Revenues under expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	
FTE's	4.00	4.00	4.00	-	0%

Budget Analysis:

Tri-Met contract cost increase of \$20,377 (2%) accounts for the entire increase and is based on the full cost recovery of 4.00 FTE. Tri-met staffing levels are unchanged.

There is no beginning fund balance or Contingency in the proposed budget.

The Washington County Community Corrections Department is primarily a state-funded program that is responsible for providing probation, parole, post-prison supervision and residential (Community Corrections Center) services to the adult offender population.

1. **Community Corrections Center (188-551005)**: Provides a structured residential environment for adult offenders and integrates them back into the community with support strategies that include: employment, housing, education, counseling and a variety of life skill programs. The Community Corrections Center initiates program and post-release plans for residents to measure progress, adherence to court orders and to assist with community integration. The Center also provides transition services to the resident prior to release into the community. Program staff monitors and supervises all employment, passes and other outside activities and maintains accurate documentation, data, reports and files on all residents.
2. **Field Services (188-551010)**: The Field Services Division provides community supervision of adult probation, parole and post-prison-supervision offenders who reside in the County. This division also performs investigation services for the courts, the state Department of Corrections, and the Oregon State Board of Parole. The division uses risk assessment, community values, and research to prioritize services and resources to provide a graduated system of offender supervision treatment, sanctions; minimal progression of offenders into the system and efficient movement of offenders out of the system.
3. **Program Services (188-551015)**: The Program Services Division, through management of grants and contracts, provides resources to assist staff in transitioning offenders through the system to successful completion of supervision conditions. The agency contracts with professionals in the community to provide mental health services, chemical dependency treatment, life skills training, employment services, pre-release services, subsistence for offenders in crisis situations and specialized staff training to develop skills necessary in dealing with the offender population.
4. **Victims Services (188-551025)**: Provides coordination of the County's center for victims' services.
5. **Community Corrections Administration (188-551030)**: This division is responsible for the development of department goals and objectives; represents Washington County in the development of state and local criminal justice policies and programs; prepares annual reports, evaluations and special studies; manages fiscal activities, personnel, payroll and management information systems.

Community Corrections 188-5510

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Community Corrections Center	\$ 6,508,666	6,508,666	6,698,164	189,498	3%
Field Services	8,431,255	8,431,255	9,063,991	632,736	8%
Program Services	2,659,455	2,888,395	2,550,542	(337,853)	-12%
Victims Services	333,465	333,465	318,434	(15,031)	-5%
Community Corrections Administration	3,786,584	3,786,584	3,893,415	106,831	3%
Total	21,719,425	21,948,365	22,524,546	576,181	3%
by category					
Intergovernmental	15,702,949	15,931,889	17,090,920	1,159,031	7%
Charges for Services	887,500	887,500	871,000	(16,500)	-2%
Interdepartmental	100,000	100,000	100,000	-	0%
Miscellaneous	42,500	42,500	41,672	(828)	-2%
Operating Transfers In	2,606,428	2,606,428	2,606,481	53	0%
Total Revenues	19,339,377	19,568,317	20,710,073	1,141,756	6%
Personnel Services	11,282,374	11,282,374	11,975,427	693,053	6%
Materials & Services	3,753,516	3,982,456	3,458,659	(523,797)	-13%
Other	2,800	2,800	2,800	-	0%
Interdepartmental	5,975,880	5,975,880	6,535,938	560,058	9%
Operating Transfers Out	-	-	80,000	80,000	0%
Capital Outlay	33,700	33,700	-	(33,700)	-100%
subtotal	21,048,270	21,277,210	22,052,824	775,614	4%
Contingency	671,155	671,155	471,722	(199,433)	-30%
Total Expenditures	21,719,425	21,948,365	22,524,546	576,181	3%
Revenues under expenditures	(2,380,048)	(2,380,048)	(1,814,473)	565,575	-24%
Beginning Fund Balance	2,380,048	2,380,048	1,814,473	(565,575)	-24%
Ending Fund Balance \$	-	-	-	-	
FTE's	99.00	103.50	106.00	2.50	2%

Budget Analysis:

Revenues increase \$1,141,756 (6%). Expenditures, excluding Contingency, increase \$775,614 (4%). Contingency decreases \$199,433 (30%). Beginning fund balance decreases \$565,575 (24%).

Revenues increase to \$20,710,073 due to the Justice Reinvestment Initiative (JRI) funding received from the Oregon Criminal Justice Commission.

Personnel Services increase \$693,053 (6.1%) due primarily to the addition of 2.00 FTE, salaries, retirement costs and health benefits.

Materials & Services and Capital Outlay decrease due to reductions in contracts and services and capital requests.

Staffing levels reflect the following changes: 3.00 FTE Parole and Probation II positions with funding from JRI and 1.50 FTE Community Correction Residential Counselors were added mid-fiscal year 2017-18. Additions for FY 2018-19 include a 1.00 FTE Community Corrections Operations Supervisor and a 1.00 FTE Forensic Lab IT Technician.

The General Fund Subsidy remains consistent unchanged at \$2,606,428.

The Juvenile Grants budget operates as an adjunct to existing Juvenile Department programs—utilizing state and/or federal grant funds for a variety of prevention-related services. The goal of this organization unit is to provide enhanced evaluation and treatment services to youth at risk of further involvement in the juvenile justice system or of being committed to the state youth correctional facilities.

1. **Diversion** (196-504005): This program is designed to reduce the population of delinquent youth committed to the state's training schools. The state will attain their goal by instituting training school bed space "caps" for Washington County while providing local funds to provide enhanced evaluative and diagnostic services to those youth that would be most susceptible to being committed to the state training schools.
2. **Flex Funds (Juvenile)** (196-504015): This program houses funding from the Oregon Youth Authority to support a range of services for youth including counseling, education, residential care, skill training and transportation. These services are designed to promote youth accountability and successful completion of probation and are tailored to the individual needs of youth.
3. **Juvenile Restitution** (196-504020): This program houses funding from the Oregon Department of Transportation (ODOT) to support removal of road litter by juvenile clients, whose work is credited to make restitution payments to victims of juvenile crime.
4. **Donations** (196-504040): Donations to the juvenile shelter are accounted for through this program. Funds are expended to enhance recreational opportunities and for educational scholarships to former residents.

Juvenile Grants 196-5040

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Diversion	\$ 605,385	728,329	786,346	58,017	8%
Flex Funds (Juvenile)	54,841	54,841	54,841	-	0%
Juvenile Restitution	32,000	32,000	35,000	3,000	9%
Donations	10,000	10,000	10,000	-	0%
Total	702,226	825,170	886,187	61,017	7%
by category					
Intergovernmental	610,003	732,947	785,236	52,289	7%
Miscellaneous	8,000	8,000	8,000	-	0%
Total Revenues	618,003	740,947	793,236	52,289	7%
Personnel Services	398,980	478,371	504,781	26,410	6%
Materials & Services	222,485	266,038	280,625	14,587	5%
Other	15,399	15,399	21,579	6,180	40%
Interdepartmental	65,362	65,362	79,202	13,840	21%
subtotal	702,226	825,170	886,187	61,017	7%
Contingency	-	-	-	-	0%
Total Expenditures	702,226	825,170	886,187	61,017	7%
Revenues under expenditures	(84,223)	(84,223)	(92,951)	(8,728)	10%
Beginning Fund Balance	84,223	84,223	92,951	8,728	10%
Ending Fund Balance \$	-	-	-	-	
FTE's	5.00	5.00	4.00	(1.00)	-20%

Budget Analysis:

Revenues increase \$52,289 (7%). Expenditures increase \$61,017 (7%). Beginning fund balance increases \$8,728 (10%).

Revenues increase due primarily to the restoration in state diversion funding and a slight increase in restitution from ODOT work crews.

Personnel Services increase \$26,410 (6%) due primarily to salaries, retirement costs and health benefits.

Materials & Services increase \$14,587 (5%) as the balancing figure due to an increased fund balance.

The beginning fund balance of \$92,951 increases slightly and there is no Contingency in the proposed budget.

Juvenile Conciliation Services 197-5020

Budget Detail

Conciliation Services operates as an arm of the Juvenile Department, providing custody services to the circuit court when children are subjects of domestic relations conflicts. Counseling is provided to any individual for issues concerning marriage and divorce. Mediation services are offered to allow parties in the process of dissolution of marriage to take an active role in determining the custody of their children.

1. **Conciliation Program (197-502005):** This program provides for financial activities related to these services.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Conciliation Program	\$ 742,622	742,622	708,691	(33,931)	-5%
Total	742,622	742,622	708,691	(33,931)	-5%
by category					
Licenses & Permits	36,300	36,300	36,200	(100)	0%
Intergovernmental	528,395	528,395	487,221	(41,174)	-8%
Charges for Services	4,000	4,000	5,000	1,000	25%
Miscellaneous	6,500	6,500	10,500	4,000	62%
Total Revenues	575,195	575,195	538,921	(36,274)	-6%
Personnel Services	532,230	532,230	539,426	7,196	1%
Materials & Services	125,041	125,041	61,910	(63,131)	-50%
Interdepartmental	85,351	85,351	107,355	22,004	26%
subtotal	742,622	742,622	708,691	(33,931)	-5%
Contingency	-	-	-	-	0%
Total Expenditures	742,622	742,622	708,691	(33,931)	-5%
Revenues under Expenditures	(167,427)	(167,427)	(169,770)	(2,343)	1%
Beginning Fund Balance	167,427	167,427	169,770	2,343	1%
Ending Fund Balance \$	-	-	-	-	
FTE's	4.50	4.50	4.50	-	0%

Budget Analysis:

Revenues decrease \$36,274 (6%). Expenditures decrease \$33,931 (5%). Beginning fund balance increases \$2,343 (1%).

Revenues decreased to \$538,921.

Personnel Services increase \$7,196 (1%) due to, salaries, retirement costs and health benefits.

Materials & Services decrease \$63,131 (-50%) and reflect the reduction in revenue compared to the prior fiscal year.

Interdepartmental increases \$22,004 (26%) due to charges from the County Cost Plan.

Since fiscal year 1994-95, the state of Oregon has mandated that counties provide security for local state court facilities. Responsibility for planning/administering the court security programs rests with local court security committees and funding comes from a portion of the County assessments that are attached to fines as imposed by the circuit and justice courts. These services primarily include metal detectors, x-ray machines and security staff at the entrances to the Justice Services, Juvenile Services and County Courthouse buildings. Services are currently provided via agreement with a contract-for-service provider.

1. **Court Security Fund Program (202-404005):** The program accounts for the receipt and expenditure of County fine assessments earmarked for court security programs. Funds are spent on programs and services provided for in the court security plan approved by the court security committee.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Court Security Fund Program	\$ 1,334,300	1,334,300	1,540,700	206,400	15%
Total	1,334,300	1,334,300	1,540,700	206,400	15%
by category					
Fines & Forfeitures	500,000	500,000	500,000	-	0%
Total Revenues	500,000	500,000	500,000	-	0%
Materials & Services	614,773	614,773	614,773	-	0%
Interdepartmental	7,829	7,829	6,970	(859)	-11%
Operating Transfers Out	-	-	20,000	20,000	0%
Capital Outlay	65,000	65,000	65,000	-	0%
subtotal	687,602	687,602	706,743	19,141	3%
Contingency	646,698	646,698	833,957	187,259	29%
Total Expenditures	1,334,300	1,334,300	1,540,700	206,400	15%
Revenues under Expenditures	(834,300)	(834,300)	(1,040,700)	(206,400)	25%
Beginning Fund Balance	834,300	834,300	1,040,700	206,400	25%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Expenditures, excluding Contingency, increase \$19,141 (3%). Contingency increases \$187,259 (29%). Beginning fund balance increases \$206,400 (25%).

Revenues remain flat compared to the previous fiscal year. The state of Oregon is the sole source of revenue for this organization unit.

Expenditures, excluding Contingency, remain relatively flat. Materials & Services cover the contracted operating costs for security stations in the Juvenile Services, Justice Services and County Courthouse buildings.

Capital Outlay includes the addition of a security station at the entrance of the Law Enforcement Center (LEC) courtroom that was not completed in fiscal year 2017-18. An additional \$20,000 is included for the build out the security entrance in the LEC.

This fund houses the Sheriff's Office special grant-funded programs as recommended by financial audit recommendations. These recommendations require the placement of dedicated grant programs in distinct fiscal entities for better identification and control of related revenues and expenditures.

1. **Donations** (224-405025): This program houses donations or small, non-profit grants that are used to purchase miscellaneous small tools and equipment.
2. **State Homeland Security Program** (224-405030): This is a federally funded program providing financial support for additional cyber security equipment, communications equipment, training and administration requests of other county agencies.
3. **LLEBG-1** (224-405035): The local law enforcement block grant (LLEBG) is a federally funded program providing financial support for various law enforcement programs, services and equipment.
4. **UASI** (224-405045): This program is a federally funded program providing support for equipment and cyber-security efforts for all Washington County agencies. The funding source is the Urban Area Security Initiative.
5. **OSSA** (224-405050): The Oregon State Sheriff's Association (OSSA) program is a federally funded program providing support for equipment and cyber- security efforts for all Washington County agencies. The funding source is the Urban Area Security Initiative (UASI).
6. **ODOT** (224-405055): This program is the accounting entity for grant-funded programs for work-zone compliance enforcement efforts and multi-agency traffic enforcement efforts as established by the Oregon Department of Transportation (ODOT).

Grants & Donations 224-4050

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Donations	\$ 375,554	375,554	375,554	-	0%
State Homeland Security Program	500,000	500,000	500,000	-	0%
LLEBG-1	641,844	641,844	641,844	-	0%
UASI	500,000	500,000	500,000	-	0%
OSSA	135,454	135,454	135,454	-	0%
ODOT	225,326	225,326	225,326	-	0%
Total	2,378,178	2,378,178	2,378,178	-	0%
by category					
Intergovernmental	2,002,624	2,002,624	2,002,624	-	0%
Miscellaneous	375,554	375,554	375,554	-	0%
Total Revenues	2,378,178	2,378,178	2,378,178	-	0%
Personnel Services	377,624	377,624	377,624	-	0%
Materials & Services	1,725,000	1,725,000	1,725,000	-	0%
Other	275,554	275,554	275,554	-	0%
subtotal	2,378,178	2,378,178	2,378,178	-	0%
Contingency	-	-	-	-	0%
Total Expenditures	2,378,178	2,378,178	2,378,178	-	0%
Revenues under Expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	0%

Budget Analysis:

Grant applications cover several initiatives including: computer forensic lab funding; tactical emergency casualty care course; active shooter exercise and intervention equipment.

There is no staffing in this organization unit. The Personnel Services budget is for overtime from the Sheriff's Office staff charged when working on these Grants & Donations programs.

There is no Contingency in the proposed budget.

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The Jail Commissary fund was established to provide fiscal control for the goods, services and monies associated with the Jail Commissary. Funds received/expended are restricted to activities that provide for the welfare of jail inmates. Examples of such activities include rehabilitation and custody programs for inmates leaving the jail on home supervision, mental health programs for inmates in custody and equipment/supply purchases that ensure inmate safety and enhances general inmate welfare.

- Jail Commissary (226-403035):** The program accounts for revenues generated by inmate commissary activity. Expenditures are used for activities and/or programs that directly benefit inmates.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Jail Commissary	\$ 688,098	688,098	848,940	160,842	23%
Total	688,098	688,098	848,940	160,842	23%
by category					
Miscellaneous	207,500	207,500	207,500	-	0%
Total Revenues	207,500	207,500	207,500	-	0%
Personnel Services	111,272	111,272	112,946	1,674	2%
Materials & Services	31,450	31,450	38,450	7,000	22%
Other	100	100	100	-	0%
Interdepartmental	13,945	13,945	19,035	5,090	37%
subtotal	156,767	156,767	170,531	13,764	9%
Contingency	531,331	531,331	678,409	147,078	28%
Total Expenditures	688,098	688,098	848,940	160,842	23%
Revenues under Expenditures	(480,598)	(480,598)	(641,440)	(160,842)	33%
Beginning Fund Balance	480,598	480,598	641,440	160,842	33%
Ending Fund Balance \$	-	-	-	-	-
FTE's	1.00	1.00	1.00	-	0%

Budget Analysis:

Expenditures, excluding Contingency, increase \$13,764 (9%). Contingency increases \$147,078 (28%). Beginning fund balance increases \$160,842 (33%).

Revenues are anticipated to remain stable at current levels. Commissions from commissary sales and inmate telephone revenues also remain stable.

Personnel Services increase \$1,674 (2%) due to salaries, retirement costs and health benefits.

Materials & Services increase \$7,000 (22%) to include the cost of Comcast service for jail inmates.

Interdepartmental increases \$5,090 (37%) due to indirect charges from the County Cost Plan.

Contingency increases to \$678,409 and is available for future needs.

Juvenile High Risk Prevention Funds are utilized to provide comprehensive programming for youth in the various stages of involvement with the juvenile justice system that reduces the risk of re-involvement.

1. **State High Risk Prevention- Administration** (228-505005): This program houses reserve (Contingency) funds, indirect costs, Title IVE Revenue and provides for the distribution of federal Behavioral Rehabilitation Services (BRS) funds to the Oregon department of Human Services through an intergovernmental agreement.
2. **Community Prevention Contracts** (228-505010): Provides funding for contracted prevention services in schools and private non-profit organizations.
3. **Substance Abuse Programs** (228-505015): Provides funding for contracted prevention services in schools and private non-profit organizations.
4. **State High Risk Prevention Community And Victim Services** (228-505020): This program augments existing County victim's and community services programs with additional staff and resources to provide increased services to victims of crime and for community service work by those who commit those crimes.
5. **Shelter Care Supplement** (228-505025): This program augments and expands existing County shelter and evaluation services in the County's Juvenile Shelter Care facility. This program provides the additional funds needed to expand shelter care operations from 14 to 24 beds.
6. **Early Intervention** (228-505030): This program augments and expands existing County shelter and evaluation services in the County's Juvenile Shelter Care facility. This program provides the additional funds needed to expand shelter care operations from 14 to 24 beds.

Juvenile High Risk Prevention Funds 228-5050

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
State High Risk Prevention- Administration	\$ 834,654	848,507	1,126,289	277,782	33%
Community Prevention Contracts	290,475	349,969	349,969	-	0%
Substance Abuse Programs	86,596	101,956	94,600	(7,356)	-7%
State High Risk Prevention Community And Victim Services	324,848	351,636	389,312	37,676	11%
Shelter Care Supplement	534,423	626,488	597,523	(28,965)	-5%
Early Intervention	368,226	374,050	331,433	(42,617)	-11%
Total	2,439,222	2,652,606	2,889,126	236,520	9%
by category					
Intergovernmental	1,723,391	1,936,775	1,836,272	(100,503)	-5%
Miscellaneous	8,500	8,500	13,000	4,500	53%
Total Revenues	1,731,891	1,945,275	1,849,272	(96,003)	-5%
Personnel Services	1,092,064	1,220,482	1,168,855	(51,627)	-4%
Materials & Services	1,191,674	1,276,640	1,509,087	232,447	18%
Interdepartmental	155,484	155,484	211,184	55,700	36%
subtotal	2,439,222	2,652,606	2,889,126	236,520	9%
Contingency	-	-	-	-	0%
Total Expenditures	2,439,222	2,652,606	2,889,126	236,520	9%
Revenues under Expenditures	(707,331)	(707,331)	(1,039,854)	(332,523)	47%
Beginning Fund Balance	707,331	707,331	1,039,854	332,523	47%
Ending Fund Balance \$	-	-	-	-	
FTE's	12.50	12.50	11.00	(1.50)	-12%

Budget Analysis:

Revenues decrease \$96,003 (5%). Expenditures increase \$236,520 (9%). Beginning fund balance increases \$332,523 (47%).

Revenue decreases due to reduced Title IV-E federal funding and the end of the Reclaiming Futures grant. Restoration of the Juvenile Crime Prevention funding through the Oregon Youth Authority partially offsets the overall decrease.

Personnel Services decrease \$51,627 (5%) due to the elimination of a grant funded position.

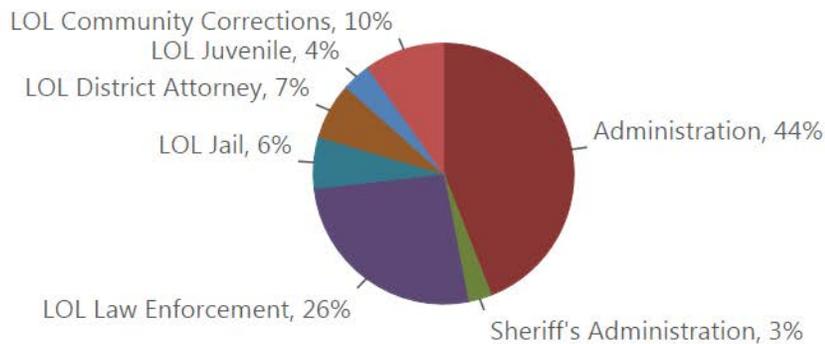
Materials & Services increase \$232,447 (18%) due to allocations for mentorship, cultural competency training and wrap services.

Interdepartmental increases \$55,700 (36%) due to charges from the County Cost Plan.

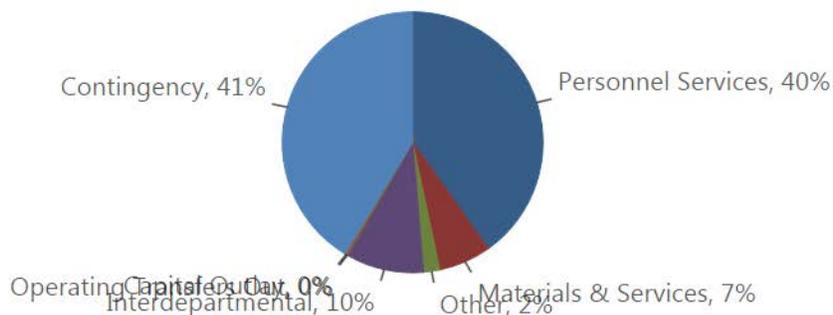
Consistent with the approach used in the General and Road fund budgets, all of the organization units in the local option levy (LOL) fund will require resources from the levy fund to balance their respective budgets. The LOL Administration organization unit (234-1690) is the central fiscal entity for all levy proceeds and disburses levy proceeds to the remaining LOL organization units.

In November 2015, voters approved the current levy, at the same rate as the previous levy, of \$0.42 per \$1,000 of assessed value, for five fiscal years (2016-17 through FY 2020-21). These funds are dedicated to improving/restoring service levels in existing County public safety and justice programs. Details of levy service commitments can be found in the Board approved levy document entitled Proposal For a Five-Year Local Option Levy FY 2016-17 through FY 2020-21, adopted by the Board on May 19, 2015.

Expenditures by Org Unit



Expenditures by Category



LOCAL OPTION LEVY 234

BUDGET OVERVIEW

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Administration	\$ 25,405,136	25,405,136	26,438,121	1,032,985	4%
Law Enforcement	53,200	53,200	37,000	(16,200)	-30%
District Attorney	425,217	425,217	471,768	46,551	11%
Juvenile	2,500	2,500	8,000	5,500	220%
Total Revenues	25,886,053	25,886,053	26,954,889	1,068,836	4%
Administration	17,484,951	17,484,951	20,379,890	2,894,939	17%
Sheriff's Administration	1,366,710	1,366,710	1,354,782	(11,928)	-1%
LOL Law Enforcement	11,524,116	11,524,116	12,117,128	593,012	5%
LOL Jail	2,663,163	2,663,163	2,954,198	291,035	11%
LOL District Attorney	3,279,606	3,279,606	3,239,380	(40,226)	-1%
LOL Juvenile	1,592,093	1,592,093	1,637,534	45,441	3%
LOL Community Corrections	4,580,973	4,580,973	4,572,735	(8,238)	0%
Total Expenditures	42,491,612	42,491,612	46,255,647	3,764,035	9%
Revenues under expenditures	(16,605,559)	(16,605,559)	(19,300,758)	(2,695,199)	16%
Beginning Fund Balance	16,605,559	16,605,559	19,300,758	2,695,199	16%
Ending Fund Balances \$	-	-	-	-	0%
by category					
Taxes	\$ 25,265,810	25,265,810	26,267,808	1,001,998	4%
Intergovernmental	425,217	425,217	471,768	46,551	11%
Charges for Services	49,700	49,700	33,500	(16,200)	-33%
Miscellaneous	145,326	145,326	181,813	36,487	25%
Total revenues	25,886,053	25,886,053	26,954,889	1,068,836	4%
Personnel Services	18,342,644	18,342,644	18,573,683	231,039	1%
Materials & Services	3,024,932	3,024,932	3,011,449	(13,483)	0%
Other	909,583	909,583	929,316	19,733	2%
Interdepartmental	3,836,504	3,836,504	4,463,661	627,157	16%
Operating Transfers Out	-	875,233	19,700	(855,533)	-98%
Capital Outlay	140,000	140,000	145,500	5,500	4%
subtotal	26,253,663	27,128,896	27,143,309	14,413	0%
Contingency	16,237,949	15,362,716	19,112,338	3,749,622	24%
Total expenditures	42,491,612	42,491,612	46,255,647	3,764,035	9%
Revenues under expenditures	(16,605,559)	(16,605,559)	(19,300,758)	(2,695,199)	16%
Beginning Fund Balance	16,605,559	16,605,559	19,300,758	2,695,199	16%
Ending Fund Balances \$	-	-	-	-	-
FTE's	147.05	147.05	146.05	(1.00)	-1%

This budget is the central fiscal entity for all levy proceeds derived from the Public Safety Local Option Levy approved by Washington County voters in November of 2000, 2006, 2010 and 2015.

1. **LOL Administration** (234-169005): This program accounts for all levy tax revenues, reserve (Contingency), general levy administration and support related expenses.
2. **Emergency Shelter** (234-169010): Provides funding for four emergency shelter/services programs: Domestic Violence Resource Center, Hillsboro Homeless Shelter, Good Neighbor Center in Tigard and Family Bridge Interfaith Network program.
3. **911 Capital** (234-169015): Provides funding for equipment upgrades for the county's 911 Center – Washington County Consolidated Communications Agency (WCCCA).

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
LOL Administration	\$ 16,487,949	16,487,949	19,362,338	2,874,389	17%
Emergency Shelter	822,002	822,002	842,552	20,550	2%
911 Capital	175,000	175,000	175,000	-	0%
Total	17,484,951	17,484,951	20,379,890	2,894,939	17%
by category					
Taxes	25,265,810	25,265,810	26,267,808	1,001,998	4%
Miscellaneous	139,326	139,326	170,313	30,987	22%
Total Revenues	25,405,136	25,405,136	26,438,121	1,032,985	4%
Materials & Services	822,002	822,002	842,552	20,550	2%
Other	425,000	425,000	425,000	-	0%
Operating Transfers Out	-	875,233	-	(875,233)	-100%
subtotal	1,247,002	2,122,235	1,267,552	(854,683)	-40%
Contingency	16,237,949	15,362,716	19,112,338	3,749,622	24%
Total Expenditures	17,484,951	17,484,951	20,379,890	2,894,939	17%
Revenues over expenditures	7,920,185	7,920,185	6,058,231	(1,861,954)	-24%
Resources allocated to other funds	(24,525,744)	(24,525,744)	(25,358,989)	(833,245)	3%
Beginning Fund Balance	16,605,559	16,605,559	19,300,758	2,695,199	16%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$1,032,985 (4%). Expenditures, excluding Contingency, decrease \$854,683 (40%). Contingency increases \$3,749,622 (24%). Beginning fund balance increases \$2,695,199 (16%).

Taxes increase \$1,001,008 (4%) commensurate with the estimated increase in the county assessed value. Current property taxes increase \$992,078, delinquent property taxes increase \$30,987 (4%) and interest income increases slightly to more closely match historical trends.

Materials & Services increase slightly for planned contributions to the Domestic Violence Resource Center, Community Action Shelter, Tigard Shelter and Family Promise of Washington County. The budget includes continued funding of the Family Justice Center and WCCCA.

Contingency increases as planned to ensure funding is available in future years.

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The Sheriff's Office Administration LOL budget provides a separate accounting entity to track local option levy funds that will augment existing Sheriff's programs in research, planning/analysis, training for uniformed personnel, administrative support and public information.

1. **Sheriff's Office Executive Administration (234-401005):** Provides leadership, strategic planning, policy development and enforcement, recruitment services, financial management support.
2. **Training (234-401015):** Provides materials and services in support of the training unit to coordinate, facilitate, document, register and aid in certified employee correspondence for the purposes of certification, re-certification and documentation with the state Department of Policy Safety Standards and Training (DPSST).
3. **Law Enforcement Technology (234-401020):** This program provides operational and administrative decision-making support, monitors reliability, accessibility and validity of internal and external databases. In addition the program also develops countywide agency collaboration to create shareable data access for records management systems as well as other databases that benefit the law enforcement community; improves communication between agencies and performs crime analysis.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Sheriff's Office Executive Administration	\$ 719,513	719,513	769,579	50,066	7%
Training	151,035	151,035	114,834	(36,201)	-24%
Law Enforcement Technology	496,162	496,162	470,369	(25,793)	-5%
Total	1,366,710	1,366,710	1,354,782	(11,928)	-1%
by category					
Personnel Services	985,282	985,282	994,880	9,598	1%
Materials & Services	166,646	166,646	135,980	(30,666)	-18%
Other	11,171	11,171	11,280	109	1%
Interdepartmental	203,611	203,611	199,442	(4,169)	-2%
Operating Transfers Out	-	-	13,200	13,200	0%
Total Expenditures	1,366,710	1,366,710	1,354,782	(11,928)	-1%
Local Option Levy Fund Subsidy	\$ 1,366,710	1,366,710	1,354,782	(11,928)	-1%
FTE's	7.00	7.00	7.00	-	0%

Budget Analysis:

Expenditures decrease \$11,928 (1%). Local Option Levy Fund subsidy decreases \$11,928 (1%).

Personnel Services increase \$9,598 (1%) due primarily to temporary salary reductions off-set by salaries, retirement costs and health benefits. Staffing levels remain unchanged.

Materials & Services decreases \$30,666 (18%) due to fleet charges (\$13,819) and ammunition (\$13,240).

Interdepartmental has a net decrease of \$4,169 (2%). The increase in charges from the County Cost Plan (\$37,754) is offset by a decrease in information technology costs (\$41,923).

The Operating Transfer Out is to Facilities Capital Projects for \$13,200.

This budget houses Public Safety Local Option Levy funds for: 1) restoration of countywide base patrol and investigations service levels to 0.54 officers per 1000 residents; 2) increased capacity for civil enforcement (the serving of legal court orders and warrants countywide); 3) increased scientific evidence gathering and records services for more efficient use of existing investigative and 4) provides patrol resources and additional capacity for crime prevention program and education.

1. **Patrol Operations** (234-402005): Provides traffic enforcement and accident investigation services; responds to citizen generated calls for service; patrols county roads, neighborhoods and businesses to prevent criminal activity.
2. **Investigations** (234-402010): Investigates crimes and criminal organizations related to Washington County by utilizing both traditional and undercover investigative methodologies. Investigations are conducted internally and through participation on interagency teams/task forces; investigators perform crime analysis and case management functions. The division also provides countywide services with regard to narcotics enforcement, fraud and identity theft enforcement, gang activity suppression, criminal intelligence, auto theft enforcement, sex offender registration and violent crimes.
3. **Records** (234-402015): Maintains, distributes and stores criminal and jail records; accepts citizen crime reports over the phone; collects fees for service from the public; processes inmate bail and processes warrants.
4. **Public Affairs** (234-402020): Provides community outreach and resources designed to inform the public on current law enforcement issues, programs and opportunities. Provides community education including, but are not limited to: personal safety, identity theft, neighborhood watch, recognizing child molesters, gangs and graffiti and an award-winning methamphetamine awareness campaign. All topics are available in English and Spanish. The unit works closely with patrol deputies to address neighborhood livability issues, nuisance properties and provides citizens aged 65 and older assistance in reducing incidence and fear of criminal victimization. This program was previously named Crime Prevention.
5. **Civil** (234-402030): Processes and services protective orders and subpoenas. Enforces eviction orders, restraining orders, child custody orders and orders to seize and sell property. Responds to abandoned vehicle complaints.
6. **Forensics** (234-402040): Provides collection and analysis of forensic evidence from crime scenes.
7. **Evidence** (234-402045): Provides logging, tracking, and disposition of evidence inventory related to criminal cases.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Patrol Operations	\$ 8,121,233	8,121,233	8,557,230	435,997	5%
Investigations	1,910,889	1,910,889	1,972,743	61,854	3%
Records	386,425	386,425	398,074	11,649	3%
Public Affairs	135,557	135,557	153,312	17,755	13%
Civil	310,603	310,603	323,171	12,568	4%
Forensics	450,108	450,108	475,497	25,389	6%
Evidence	209,301	209,301	237,101	27,800	13%
Total	11,524,116	11,524,116	12,117,128	593,012	5%
by category					
Charges for Services	49,700	49,700	33,500	(16,200)	-33%
Miscellaneous	3,500	3,500	3,500	-	0%
Total Revenues	53,200	53,200	37,000	(16,200)	-30%
Personnel Services	8,083,557	8,083,557	8,428,130	344,573	4%
Materials & Services	957,824	957,824	918,915	(38,909)	-4%
Other	473,412	473,412	493,036	19,624	4%
Interdepartmental	1,889,323	1,889,323	2,146,547	257,224	14%
Operating Transfers Out	-	-	5,000	5,000	0%
Capital Outlay	120,000	120,000	125,500	5,500	5%
Total Expenditures	11,524,116	11,524,116	12,117,128	593,012	5%
Local Option Levy Fund Subsidy \$	11,470,916	11,470,916	12,080,128	609,212	5%
FTE's	60.25	60.25	61.75	1.50	2%

Budget Analysis:

Revenues decrease \$16,200 (30%). Expenditures increase \$593,012 (5%). Local Option Levy Fund subsidy increases \$609,212 (5%).

Revenues decrease due primarily to a reduction in civil foreclosure fees.

Personnel Services increase \$344,573 (4%) due primarily to the addition of a 1.00 FTE-Lieutenant to keep pace with population, 0.50 FTE-Evidence Officer, 1.0 FTE Investigative Support Specialist, salaries, retirement costs, health benefits and Washington County Police Officers Association (WCPOA) collective bargaining agreement market adjustments. FTE increase is offset by a decrease of a 1.0 FTE Administrative Specialist II for a net increase of 1.50 FTE.

Materials & Services decrease \$38,909 (4%) due primarily to small tools and supplies (\$33,150) and uniforms (\$8,000). These decreases are off-set by increases in body armor costs (\$1,630) and fleet operating costs (\$24,931).

Operating Transfers Out increases \$5,000 for Facilities Capital Projects.

The net increase in Capital Outlay \$5,500 (5%) represents a reduction in vehicle capital (\$16,500) and \$22,000 for the cost to cover a scissor lift for use by evidence officers, addressing a risk management/safety issue.

The fiscal year 2018-19 budget includes an increase of \$764,024 (6.7%) for allocations budgeted in organization unit 234-1690, Public Safety Local Option Levy Administration, the central fiscal entity for this levy.

This budget houses Public Safety Local Option Levy funds earmarked for the opening of an additional jail pod (56 new beds) in the Washington County jail. The jail provides booking and incarceration services for all law enforcement agencies in the County. Also provided is medium and maximum security housing for individuals awaiting trial and those sentenced by state courts to periods of incarceration up to one year. Additionally, the jail provides transport services to other facilities and to the courts.

1. **Jail Housing / Security (234-403010):** Provides for the evaluation and incarceration of inmates; facility security; meals, janitorial and laundry services; provides mental health and substance abuse counseling; basic adult education and law library services to inmates for a single 56 bed pod.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Jail Housing / Security	\$ 2,663,163	2,663,163	2,954,198	291,035	11%
Total	2,663,163	2,663,163	2,954,198	291,035	11%
by category					
Personnel Services	1,858,361	1,858,361	1,914,437	56,076	3%
Materials & Services	304,222	304,222	315,520	11,298	4%
Interdepartmental	480,580	480,580	702,741	222,161	46%
Operating Transfers Out	-	-	1,500	1,500	0%
Capital Outlay	20,000	20,000	20,000	-	0%
Total Expenditures	2,663,163	2,663,163	2,954,198	291,035	11%
Local Option Levy Fund Subsidy	\$ 2,663,163	2,663,163	2,954,198	291,035	11%
FTE's	14.50	14.50	14.50	-	0%

Budget Analysis:

Expenditures increase \$291,035 (11%). Local Option Levy Fund subsidy increases \$291,035 (11%).

Personnel Services increase \$56,076 (3%) due primarily to salaries, retirement costs, health benefits and Washington County Police Officers Association (WCPOA) collective bargaining agreement market adjustments.

Materials & Services increase \$11,298 (4%) due primarily to body armor costs (\$4,820) per the replacement schedule and Fleet Matrix charges (\$6,478).

Interdepartmental increases \$222,161 (46%) for the Jail Management System Replacement project and changes in the County Cost Plan.

This budget houses the District Attorney’s Public Safety Local Option Levy funds earmarked for service level enhancements targeted at maintaining current District Attorney caseload standards and service levels (also see organization unit 100-4510 District Attorney).

1. **Child Support Enforcement (234-451005):** This program accounts for the activities related to the enforcement and modification of court-ordered child support judgments and establishing paternity for cases that meet certain statutory guidelines and for establishing orders of support in those cases.
2. **Criminal Prosecution Services (234-451010):** Activities related to the prosecution of all felony and misdemeanor crimes, violations, major traffic offenses and restraining order violations occurring in Washington County are accounted for in this program.
3. **Victim Assistance (234-451015):** This program accounts for the assistance provided to crime victims who have come into contact with the criminal justice system.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Child Support Enforcement	\$ 654,130	654,130	706,540	52,410	8%
Criminal Prosecution Services	2,418,336	2,418,336	2,342,101	(76,235)	-3%
Victim Assistance	207,140	207,140	190,739	(16,401)	-8%
Total	3,279,606	3,279,606	3,239,380	(40,226)	-1%
by category					
Intergovernmental	425,217	425,217	471,768	46,551	11%
Total Revenues	425,217	425,217	471,768	46,551	11%
Personnel Services	2,900,710	2,900,710	2,836,123	(64,587)	-2%
Materials & Services	67,300	67,300	56,550	(10,750)	-16%
Interdepartmental	311,596	311,596	346,707	35,111	11%
Total Expenditures	3,279,606	3,279,606	3,239,380	(40,226)	-1%
Local Option Levy Fund Subsidy	\$ 2,854,389	2,854,389	2,767,612	(86,777)	-3%
FTE's	23.30	23.30	23.30	-	0%

Budget Analysis:

Revenues increase \$46,551 (11%). Expenditures decrease \$40,226 (1%). Local Option Levy Fund subsidy decreases \$86,777 (3%).

Revenues increase in federal funding for Support Enforcement.

Expenditures decrease \$40,226 (1%). Personnel Services decrease \$64,587 (2%) due primarily to vacated positions filled at lower salary levels. There are no proposed staffing changes; staffing remains at 23.30 FTE.

Materials & Services decreases \$10,750 (16%) due primarily to costs associated with new positons included in fiscal year 2017-18. Interdepartmental increases \$35,111 (11%) due to the County Cost Plan.

This budget houses Public Safety Local Option Levy funds earmarked for maintenance of current Juvenile Department caseload standards/service levels and reduces recidivism rates as county youth population grows (also see organization unit 100-5010 Juvenile).

1. **Basic Services (234-501005):** Accounts for the funding to support additional assessment, early intervention and probation and court services.
2. **Secure Detention (234-501015):** Accounts for the funding to support additional secure juvenile detention beds (from 14 to 18 beds, as needed) and related juvenile program contracted services.
3. **Homeless-Runaway Youth Services (234-501030):** Accounts for the funding to support safe shelter and other related services to homeless and runaway youth via a contract relationship with the Boys and Girls Aid organization.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Basic Services	\$ 1,250,157	1,250,157	1,346,694	96,537	8%
Secure Detention	295,586	295,586	244,490	(51,096)	-17%
Homeless-Runaway Youth Services	46,350	46,350	46,350	-	0%
Total	1,592,093	1,592,093	1,637,534	45,441	3%
by category					
Miscellaneous	2,500	2,500	8,000	5,500	220%
Total Revenues	2,500	2,500	8,000	5,500	220%
Personnel Services	1,055,874	1,055,874	1,118,094	62,220	6%
Materials & Services	358,446	358,446	314,235	(44,211)	-12%
Interdepartmental	177,773	177,773	205,205	27,432	15%
Total Expenditures	1,592,093	1,592,093	1,637,534	45,441	3%
Local Option Levy Fund Subsidy \$	1,589,593	1,589,593	1,629,534	39,941	3%
FTE's	9.50	9.50	9.50	-	0%

Budget Analysis:

Revenues increase \$5,500 (220%). Expenditures increase \$45,441 (3%). Local Option Levy Fund subsidy increases \$39,941 (3%).

Revenues increase as a result greater collection of co-payments from clients receiving contracted professional services.

Personnel Services increase \$62,220 (6%) due to salaries, retirement costs and health benefits. Staffing remains unchanged. Materials & Services decrease \$44,211 (12%) for training and education, travel and private mileage. Interdepartmental increases \$27,432 (15%) due to the changes in the County Cost Plan.

This budget houses Public Safety Local Option Levy funds dedicated to the enhancement and maintenance of a wide array of Community Corrections service levels in all major department areas (also see organization unit 100-5515 Community Corrections).

1. **Comm Corr- Program Svs LOL (234-551505):** Funding in this program is earmarked for additional services such as counseling, education, treatment and other support services for offenders.
2. **Comm Corr- Parole/Probation LOL (234-551510):** Funding for this program is targeted at the maintenance of high and medium caseloads in the probation/parole programs
3. **Comm Corr- Expansion LOL (234-551530):** Funds were specifically included in the Public Safety Levy for the expansion of the existing corrections center facility from 167 to 215 beds.
4. **Comm Corr- Drug Court Services LOL (234-551535):** This program was added in fiscal year 2007-08 based on the recommendation of the Washington County Justice System Manager’s Group. Funds will be used to support existing drug court and mental health court programs.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Comm Corr- Program Svs LOL	\$ 348,492	348,492	367,697	19,205	6%
Comm Corr- Parole/Probation LOL	1,779,098	1,779,098	1,659,242	(119,856)	-7%
Comm Corr- Expansion LOL	2,091,963	2,091,963	2,258,562	166,599	8%
Comm Corr- Drug Court Services LOL	361,420	361,420	287,234	(74,186)	-21%
Total	4,580,973	4,580,973	4,572,735	(8,238)	0%
by category					
Personnel Services	3,458,860	3,458,860	3,282,019	(176,841)	-5%
Materials & Services	348,492	348,492	427,697	79,205	23%
Interdepartmental	773,621	773,621	863,019	89,398	12%
Total Expenditures	4,580,973	4,580,973	4,572,735	(8,238)	0%
Local Option Levy Fund Subsidy \$	4,580,973	4,580,973	4,572,735	(8,238)	0%
FTE's	32.50	32.50	30.00	(2.50)	-8%

Budget Analysis:

Expenditures decrease due primarily to a combination of increased spending for Client Programming, decreased Personnel Services costs and an increase from the County Cost Plan.

Personnel Services decreases \$176,841 (5%) due to staffing changes in the Drug Court and the reassignment of a 0.50 FTE to Parole & Probation. Materials & Services increase \$79,205 (23%) due to programming for peer mentoring and client housing subsidies. Interdepartmental increases \$89,399 (12%) due to changes in the County Cost Plan.

This fund was created in fiscal year 2003-04 to accommodate financial audit requirements for the placement of all civil forfeiture activities in distinct budget/accounting entities. Prior to FY 2003-04, civil forfeiture activities were housed in various Sheriff's Office investigations and law enforcement programs.

Resources derived from asset-forfeiture programs typically come from the sale of real and/or personal property seized from offenders involved in drug-related criminal activity and can originate from either federal or state/local law enforcement authorities. Specific state and federal guidelines govern the use of all forfeiture proceeds. Since these laws change periodically, funds accumulated under the various stages of funding laws are subject to varying legal requirements for their use. As a result, this budget has separate programs that cover assets received during these various legal stages.

1. **Federal Forfeitures** (238-409010): All resources from federal forfeiture seizure activities that occurred from December 7, 2000 to present are accounted for in this program
2. **State Criminal Forfeitures** (238-409025): All resources from state forfeitures seizure activity that occurred after August 23, 1993 but before December 6, 2000 are accounted for in this program.
3. **State Civil Forfeitures** (238-409030): All resources from state forfeiture activities that occurred after December 6, 2000 are accounted for in this program.

Civil Forfeitures 238-4090

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Federal Forfeitures	\$ 42,096	42,096	69,944	27,848	66%
State Criminal Forfeitures	3,714	3,714	5,390	1,676	45%
State Civil Forfeitures	337,041	337,041	247,255	(89,786)	-27%
Total	382,851	382,851	322,589	(60,262)	-16%
by category					
Miscellaneous	5,632	5,632	5,632	-	0%
Total Revenues	5,632	5,632	5,632	-	0%
Personnel Services	80,000	80,000	25,000	(55,000)	-69%
Materials & Services	100,556	100,556	103,377	2,821	3%
Interdepartmental	70,619	70,619	102,322	31,703	45%
subtotal	251,175	251,175	230,699	(20,476)	-8%
Contingency	131,676	131,676	91,890	(39,786)	-30%
Total Expenditures	382,851	382,851	322,589	(60,262)	-16%
Revenues under Expenditures	(377,219)	(377,219)	(316,957)	60,262	-16%
Beginning Fund Balance	377,219	377,219	316,957	(60,262)	-16%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Expenditures, excluding Contingency, decrease \$20,476 (8%). Contingency decreases \$39,786 (30%). Beginning fund balance decreases \$60,262 (16%).

Forfeiture guidelines prohibit budgeting for anticipated revenue. Expenditures reflect the use of currently available resources which continue to be monitored for the most appropriate purchases of goods and services allowed by forfeiture guidelines. Personnel Services decreases \$55,000 (69%) for overtime not covered by forfeiture revenue. Materials & Services decrease \$34,524 (3%).

The Contingency for this fund represents anticipated expenditures for open cases pending state distribution.

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Land Use & Transportation

Long Range Planning	100-6010
Watermaster	100-9610
Engineering Services	168-6030
Administration	168-6040
Road Fund Administration	168-6045
Capital Project Management	168-6050
Operations & Maintenance	168-6060
Public Land Corner	170-6030
Current Planning	172-6020
Building Services	174-6020
Maintenance Improvement	212-6075
Surveyor	216-6030

LAND USE & TRANSPORTATION

BUDGET OVERVIEW

Land Use & Transportation is committed to the needs of the citizens of Washington County by addressing growth while managing issues of community livability, the environment and maintaining quality of life.

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Long Range Planning	\$ 3,964,076	3,964,076	3,931,522	(32,554)	-1%
Watermaster	205,912	205,912	210,750	4,838	2%
Engineering Services	8,117,392	8,117,392	8,446,379	328,987	4%
Administration	21,997,007	21,997,007	3,140,780	(18,856,227)	-86%
Road Fund Administration	-	-	26,598,884	26,598,884	0%
Capital Project Management	6,671,243	6,671,243	7,021,104	349,861	5%
Operations & Maintenance	29,529,379	29,529,379	37,426,859	7,897,480	27%
Public Land Corner	2,420,133	2,420,133	2,849,028	428,895	18%
Current Planning	6,105,115	6,105,115	6,049,618	(55,497)	-1%
Building Services	26,630,089	26,630,089	26,125,515	(504,574)	-2%
Maintenance Improvement	284,312	284,312	318,866	34,554	12%
Surveyor	1,820,343	1,820,343	1,651,352	(168,991)	-9%
Totals	107,745,001	107,745,001	123,770,657	16,025,656	15%
General Fund	4,169,988	4,169,988	4,142,272	(27,716)	-1%
Special Funds	103,575,013	103,575,013	119,628,385	16,053,372	15%
Totals \$	107,745,001	107,745,001	123,770,657	16,025,656	15%
FTE's	335.97	336.97	338.57	1.60	0%

LAND USE & TRANSPORTATION

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Taxes	\$ 890,000	890,000	925,000	35,000	4%
Licenses & Permits	5,322,000	5,322,000	5,176,000	(146,000)	-3%
Intergovernmental	32,221,238	32,221,238	38,948,058	6,726,820	21%
Charges for Services	7,969,942	7,969,942	15,476,933	7,506,991	94%
Interdepartmental	9,575,012	9,575,012	10,464,181	889,169	9%
Miscellaneous	703,755	703,755	1,062,265	358,510	51%
Operating Transfers In	2,306,325	2,306,325	2,486,586	180,261	8%
Total Revenues	58,988,272	58,988,272	74,539,023	15,550,751	26%
Personnel Services	38,941,141	38,941,141	40,209,956	1,268,815	3%
Materials & Services	20,058,721	20,058,721	26,361,284	6,302,563	31%
Other	325,250	325,250	347,350	22,100	7%
Interdepartmental	10,388,986	10,388,986	10,629,545	240,559	2%
Operating Transfers Out	4,653,811	4,653,811	9,241,570	4,587,759	99%
Capital Outlay	1,246,400	1,246,400	1,366,420	120,020	10%
subtotal	75,614,309	75,614,309	88,156,125	12,541,816	17%
Contingency	32,130,692	32,130,692	35,614,532	3,483,840	11%
Total Expenditures	107,745,001	107,745,001	123,770,657	16,025,656	15%
Revenues under expenditures	(48,756,729)	(48,756,729)	(49,231,634)	(474,905)	1%
General Fund Subsidy	1,508,852	1,508,852	1,461,572	(47,280)	-3%
Special Funds Beginning Balances	47,247,877	47,247,877	47,770,062	522,185	1%
Ending Fund Balances \$	-	-	-	-	

The Long Range Planning Division is responsible for the preparation, maintenance and periodic update of County planning documents and ordinances, including the comprehensive framework plan, rural/natural resource plan, all community plans, transportation plan and provides various economic and demographic analyses to County departments and outside agencies.

1. **Community Planning (100-601005):** This program is responsible for the preparation, maintenance and periodic update of the County Comprehensive Plan including planning of lands added to the urban growth boundary (UGB). This program performs the Plan monitoring and maintenance tasks necessary to ensure it remains in conformance with state law and regional planning requirements such as Metro’s Region 2040 plan. These responsibilities include direct involvement with individual citizens, community organizations, cities and affected County and state agencies. Additionally, this program helps coordinate the County’s involvement in a number of regional and countywide planning activities.
2. **Transportation Planning (100-601010):** This program is responsible for the preparation, maintenance and periodic update of the County transportation plans. This program covers a range of policy and strategic planning issues, transportation (roadway and transit) corridor studies, individual project support and planning through the project development level. Additionally, this program participates in countywide, regional, state and federal transportation planning and funding activities.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Community Planning	\$ 2,522,903	2,522,903	2,343,337	(179,566)	-7%
Transportation Planning	1,441,173	1,441,173	1,588,185	147,012	10%
Total	3,964,076	3,964,076	3,931,522	(32,554)	-1%
by category					
Intergovernmental	151,660	151,660	-	(151,660)	-100%
Charges for Services	140,800	140,800	131,850	(8,950)	-6%
Interdepartmental	1,381,173	1,381,173	1,473,142	91,969	7%
Operating Transfers In	852,733	852,733	935,642	82,909	10%
Total Revenues	2,526,366	2,526,366	2,540,634	14,268	1%
Personnel Services	3,273,389	3,273,389	3,339,819	66,430	2%
Materials & Services	588,339	588,339	507,130	(81,209)	-14%
Interdepartmental	102,348	102,348	84,573	(17,775)	-17%
Total Expenditures	3,964,076	3,964,076	3,931,522	(32,554)	-1%
General Fund Subsidy \$	1,437,710	1,437,710	1,390,888	(46,822)	-3%
FTE's	26.22	26.22	26.22	-	0%

Budget Analysis:

Revenues increase \$14,268 (1%). Expenditures decrease \$32,554 (1%). General Fund subsidy decreases \$46,822 (3%).

Intergovernmental revenues decreases to zero as a result of the construction excise tax (CET) funding grant for the Aloha Tomorrow project and the Equitable Housing Grant both ending in fiscal year 2017-18. The Road Fund transfer increased \$76,969 in response to the reduction in intergovernmental revenues in Transportation Planning.

Personnel Services increase \$66,430 (2%) due to salaries, retirement costs and health benefits. Materials & Services decreases \$81,209 due to a reduction in professional consulting services. Interdepartmental decreases \$17,775 (17%) due primarily to tenant improvements now being included in the General Fund subsidy. A new Client Services Technician II position housed in the Information Technology Services budget and reimbursed partially by this organization unit.

Large ongoing planning projects included in the work program for FY 2018-19 are the North Bethany Main Street planning, Baker Rock Quarry plan amendment, Cooper Mountain area transportation refinement plan, Equitable housing project, coordination with cities on Urban Planning Area Agreements (UPAA's) and planning for new Urban Growth Boundary areas. The SW Corridor and TV Highway Corridor Transit Operations, Regional Transportation plan update and a rural regulations state law comparison are also scheduled for FY 2018-19.

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The Watermaster is responsible for the: 1) enforcement of water laws; 2) administration of water rights; 3) collection of hydrologic data; 4) provision of water right information and hydrologic data to the public and water users and 5) inspection of wells and dams within Watermaster District No.18.

- Watermaster Program (100-961005):** This program encompasses all of the functions and services provided by the Watermaster including the following special sub-programs funded with dedicated resources: 1) Ground Water Monitoring - Monitors ground water levels in the urban unincorporated area of the County and 2) Surface Water Management- Includes monitoring of stream flow in the Tualatin Basin and identification of areas for potential flow restoration.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Watermaster Program	\$ 205,912	205,912	210,750	4,838	2%
Total	205,912	205,912	210,750	4,838	2%
by category					
Intergovernmental	124,578	124,578	129,058	4,480	4%
Charges for Services	10,192	10,192	11,008	816	8%
Total Revenues	134,770	134,770	140,066	5,296	4%
Personnel Services	185,800	185,800	193,536	7,736	4%
Materials & Services	20,112	20,112	17,214	(2,898)	-14%
Total Expenditures	205,912	205,912	210,750	4,838	2%
General Fund Subsidy \$	71,142	71,142	70,684	(458)	-1%
FTE's	1.94	1.94	1.94	-	0%

Budget Analysis:

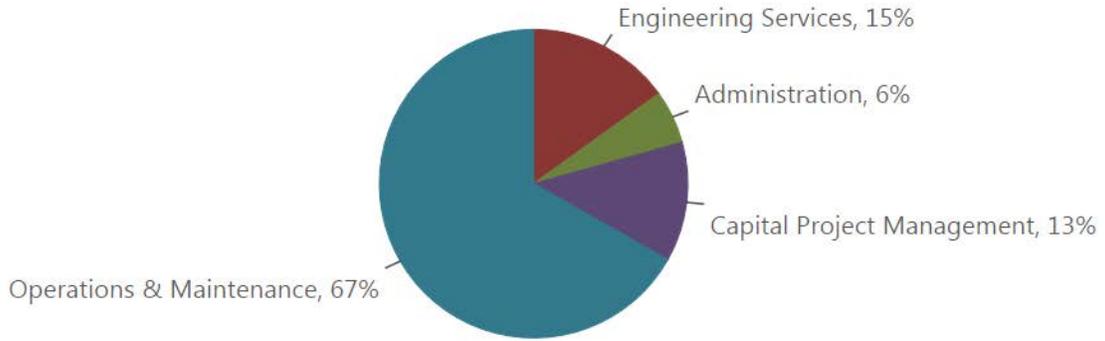
Revenues increase \$5,296 (4%). Expenditures increase \$4,838 (2%). General Fund subsidy decreases \$458 (1%).

Revenues increase due to Intergovernmental revenues paid by benefiting agencies for the operation and maintenance of stream gaging stations and from surcharges to rural development permits relating to ground water studies.

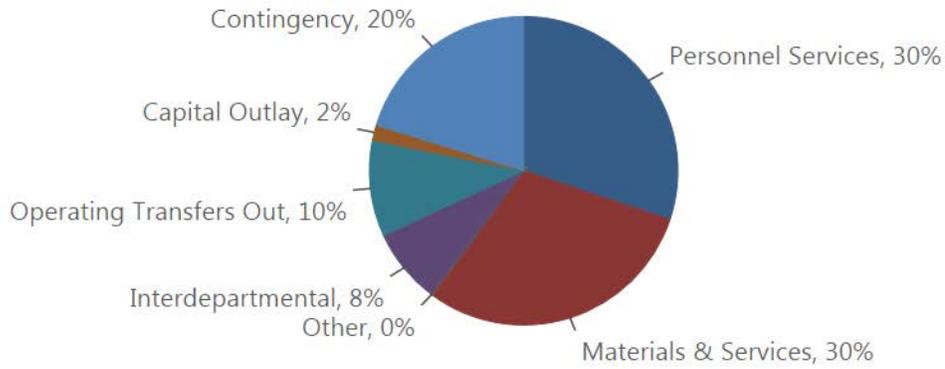
Personnel Services increase \$7,332 (3%) due to salaries, retirement costs and health benefits. Staffing levels are unchanged and include a 1.00 FTE Assistant Watermaster and a 0.94 FTE Administrative Assistant.

The Watermaster position is fully funded by the state.

Expenditures by Org Unit



Expenditures by Category



ROAD FUND 168

BUDGET OVERVIEW

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Engineering Services	\$ 2,523,850	2,523,850	2,332,500	(191,350)	-8%
Administration	32,529,947	32,529,947	1,246,299	(31,283,648)	-96%
Capital Project Management	5,391,314	5,391,314	5,923,678	532,364	10%
Operations & Maintenance	2,368,000	2,368,000	2,293,000	(75,000)	-3%
Total Revenues	42,813,111	42,813,111	11,795,477	(31,017,634)	-72%
Engineering Services	8,117,392	8,117,392	8,446,379	328,987	4%
Administration	21,997,007	21,997,007	3,140,780	(18,856,227)	-86%
Capital Project Management	6,671,243	6,671,243	7,021,104	349,861	5%
Operations & Maintenance	29,529,379	29,529,379	37,426,859	7,897,480	27%
Total Expenditures	66,315,021	66,315,021	56,035,122	(10,279,899)	-16%
Revenues under expenditures	(23,501,910)	(23,501,910)	(44,239,645)	(20,737,735)	88%
Beginning Fund Balance	23,501,910	23,501,910	23,924,029	422,119	2%
Ending Fund Balances	-	-	(20,315,616)	(20,315,616)	0%
by category					
Taxes	890,000	890,000	925,000	35,000	4%
Licenses & Permits	207,000	207,000	226,000	19,000	9%
Intergovernmental	31,725,000	31,725,000	38,607,000	6,882,000	22%
Charges for Services	821,000	821,000	8,760,000	7,939,000	967%
Interdepartmental	7,719,714	7,719,714	8,427,678	707,964	9%
Miscellaneous	423,950	423,950	660,500	236,550	56%
Operating Transfers In	1,026,447	1,026,447	1,103,799	77,352	8%
Total revenues	42,813,111	42,813,111	58,709,977	15,896,866	37%
Personnel Services	23,903,434	23,903,434	24,894,622	991,188	4%
Materials & Services	18,275,004	18,275,004	24,797,091	6,522,087	36%
Other	19,750	19,750	45,250	25,500	129%
Interdepartmental	6,414,275	6,414,275	6,557,325	143,050	2%
Operating Transfers Out	4,098,529	4,098,529	8,316,045	4,217,516	103%
Capital Outlay	1,124,900	1,124,900	1,337,360	212,460	19%
subtotal	53,835,892	53,835,892	65,947,693	12,111,801	22%
Contingency	12,479,129	12,479,129	16,686,313	4,207,184	34%
Total expenditures	66,315,021	66,315,021	82,634,006	16,318,985	25%
Revenues under expenditures	(23,501,910)	(23,501,910)	(23,924,029)	(422,119)	2%
Beginning Fund Balance	23,501,910	23,501,910	23,924,029	422,119	2%
Ending Fund Balances \$	-	-	-	-	
FTE's	211.68	212.68	214.28	1.60	1%

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This organization unit provides engineering design and review, project development, traffic management, surveying and related engineering support to other divisions in the Land Use and Transportation department.

1. **Engineering Administration (168-603001)**: Provides leadership, management, public information and support of operations within Engineering/Surveying Services.
2. **Engineering Design Review (168-603005)**: Prepares plans, specifications, and estimates (contract documents) for public capital improvements including roadways, drainage, bridge, signals and intersections. Reviews plans for construction improvements within County roads, including subdivisions, roadways and sidewalks.
3. **Traffic Engineering (168-603010)**: Perform and review traffic analysis in conjunction with public capital improvements. Review traffic analysis associated with land use actions. Prepares plans, specifications and estimates for public capital improvements including traffic signals, illumination, signing and striping. Reviews traffic related public capital improvements. Maintains and operates County owned street lighting, traffic signals and other electronically controlled traffic devices including the intelligent transportation system infrastructure. Perform operational review and support for the maintenance of traffic signs, striping and other traffic control devices on County maintained roads. Administer the Neighborhood Streets program for the County neighborhood routes and local roads.
4. **Survey Road (168-603020)**: Facilitate and administer legal processes associated with both public and County roads, including legal descriptions and preparing land use waivers, restrictive covenants and agenda items for vacation of the public interest. Provide location services for claims regarding work performed outside the right-of-way or for encroachments into the roadway. Maintain a vertical control network to support engineering design review and ongoing maintenance efforts. Provide survey support of engineering plans prepared by the County design group and others.

Engineering Services 168-6030

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Engineering Administration	\$ 1,140,869	1,140,869	1,279,827	138,958	12%
Engineering Design Review	1,968,379	1,968,379	1,960,929	(7,450)	0%
Traffic Engineering	4,284,801	4,284,801	4,450,630	165,829	4%
Survey Road	723,343	723,343	754,993	31,650	4%
Total	8,117,392	8,117,392	8,446,379	328,987	4%
by category					
Licenses & Permits	7,000	7,000	6,000	(1,000)	-14%
Intergovernmental	180,000	180,000	107,000	(73,000)	-41%
Charges for Services	662,000	662,000	477,000	(185,000)	-28%
Interdepartmental	1,632,900	1,632,900	1,693,000	60,100	4%
Miscellaneous	41,950	41,950	49,500	7,550	18%
Total Revenues	2,523,850	2,523,850	2,332,500	(191,350)	-8%
Personnel Services	5,691,585	5,691,585	5,843,260	151,675	3%
Materials & Services	1,360,049	1,360,049	1,409,564	49,515	4%
Interdepartmental	1,007,558	1,007,558	1,147,695	140,137	14%
Capital Outlay	58,200	58,200	45,860	(12,340)	-21%
Total Expenditures	8,117,392	8,117,392	8,446,379	328,987	4%
Road Fund Subsidy \$	5,593,542	5,593,542	6,113,879	520,337	9%
FTE's	46.18	47.18	46.63	(0.55)	-1%

Budget Analysis:

Revenues decrease \$191,350 (8%). Expenditures increase \$328,987 (4%). Road Fund subsidy increases \$520,337 (9%).

Intergovernmental revenues decrease \$73,000 (41%) due to the movement of the 1% Pedestrian and Bicycle revenues to the Road Capital Fund and a small reduction in the signal maintenance revenue anticipated from other jurisdictions. Charges for Services decrease \$185,000 (28%) with the transition of development infrastructure inspection services from Engineering and Construction Services to Operations and Maintenance. These reductions are offset by a modest increase in Interdepartmental revenues of \$60,100 (4%) associated with the capital project schedule.

Personnel Services increases \$151,675 (3%) due primarily to staffing changes, salaries, retirement costs and health benefits. A number of FTE adjustments result in a 0.55 FTE reduction. Staffing changes include the addition of a temporary Engineering Associate II, two 0.50 FTE part-time Limited Duration Engineering Student Interns were added mid fiscal year 2017-18, a 1.00 FTE Traffic Engineer position is requested for fiscal year 2018-19, 2.00 FTE Engineering Technician positions are transferring to Operations and Maintenance with the transition of the development infrastructure inspection services and the remaining 0.45 FTE change results from cost sharing for two financial accounting positions previously funded by Capital Project Management.

Capital Outlay decreases \$12,340 (21%) due to a reduction in the purchase of new vehicles in the Traffic Engineering Program.

Interdepartmental increases \$140,137 (14%) due primarily to a 16% increase in County Cost Plan. Expenditures also include a \$300,000 estimate associated with the new Vehicle Registration Fees.

The Administration program provides leadership to, oversight of, and coordination among the divisions of the department of Land Use and Transportation: Planning and Development Services Division (Long Range Planning, Current Planning and Building Services), Engineering and Construction Services Division (Engineering, Traffic, Surveying Services and Capital Projects Management) and the Operations and Maintenance Division.

- Road Fund Administration (168-604001):** This program includes recording of department-wide Road Fund related revenues and expenditures such as gas tax receipts, interest earnings, debt and remediation payments. This program activity is moved to Program 604501 effective July 1, 2018 and this program will close down effective June 30, 2018.
- LUT Administration Program (168-604005):** This program provides operational analysis and support leading to the improvement of department services; coordinates public information, communication and media relations; provides business support, including budget development and control, cost accounting, purchasing, personnel and payroll activities, grant administration and liaison services.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Road Fund Administration	\$ 18,964,610	18,964,610	-	(18,964,610)	-100%
LUT Administration Program	3,032,397	3,032,397	3,140,780	108,383	4%
Total	21,997,007	21,997,007	3,140,780	(18,856,227)	-86%
by category					
Taxes	890,000	890,000	-	(890,000)	-100%
Intergovernmental	30,195,000	30,195,000	-	(30,195,000)	-100%
Charges for Services	156,000	156,000	140,000	(16,000)	-10%
Miscellaneous	262,500	262,500	2,500	(260,000)	-99%
Operating Transfers In	1,026,447	1,026,447	1,103,799	77,352	8%
Total Revenues	32,529,947	32,529,947	1,246,299	(31,283,648)	-96%
Personnel Services	2,356,747	2,356,747	2,461,977	105,230	4%
Materials & Services	457,986	457,986	168,846	(289,140)	-63%
Other	8,500	8,500	-	(8,500)	-100%
Interdepartmental	2,596,116	2,596,116	447,341	(2,148,775)	-83%
Operating Transfers Out	4,098,529	4,098,529	62,616	(4,035,913)	-98%
subtotal	9,517,878	9,517,878	3,140,780	(6,377,098)	-67%
Contingency	12,479,129	12,479,129	-	(12,479,129)	-100%
Total Expenditures	21,997,007	21,997,007	3,140,780	(18,856,227)	-86%
Revenues over / (under) expenditures	10,532,940	10,532,940	(1,894,481)	(12,427,421)	-118%
Resources allocated to other funds	(34,034,850)	(34,034,850)	(22,029,548)	12,005,302	-35%
Beginning Fund Balance	23,501,910	23,501,910	23,924,029	422,119	2%
Ending Fund Balance \$	-	-	-	-	
FTE's	18.00	18.00	18.60	0.60	3%

Budget Analysis:

Revenues decrease \$31,283,648 (96%). Expenditures, excluding Contingency, decrease \$6,377,098 (67%). Contingency decreases \$12,479,129 (100%). Beginning fund balance increases \$422,119 (2%).

A new organization unit was developed to better track gas tax revenues for the Department of Land Use & Transportation. As a result, this budget now houses only the LUT Administration Program for staff and work needed to manage the department including miscellaneous revenues and expenditures related to that effort.

Revenue decreases due primarily to moving most of the revenue to the newly created organization unit. Revenues related to the remaining program are anticipated to come in slightly higher due primarily to an increase in Operating Transfers In \$77,352 (8%) for the updated department cost plan recovery for administrative support. Charges for Services decreases \$16,000 (10%) due to a revised Facility Permit Program.

Personnel Services increase \$105,230 (4%) due to the addition of a 0.60 FTE Graphic Designer to meet social media and web presence demands. Materials & Services, Other, Interdepartmental and Operating Transfers Out expenditure categories all decrease substantially as most expenditures are moved to the new organization unit. Materials & Services related to the remaining program decrease \$19,140 (10%) from a reduction in the anticipated need for professional services.

This organizational unit houses the Road Fund Administration activities related to revenues and expenditures such as gas tax, interest earnings, debt and remediation payments.

1. **Road Fund Administration Program (168-604501)**: This program primarily tracks and accounts for Road Fund revenues and expenditures related to administrative activities. (In prior years recorded in program 604001.)

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Road Fund Administration Program	\$ -	-	26,598,884	26,598,884	0%
Total	-	-	26,598,884	26,598,884	0%
by category					
Taxes	-	-	925,000	925,000	0%
Intergovernmental	-	-	37,500,000	37,500,000	0%
Charges for Services	-	-	7,980,000	7,980,000	0%
Miscellaneous	-	-	509,500	509,500	0%
Total Revenues	-	-	46,914,500	46,914,500	0%
Materials & Services	-	-	265,000	265,000	0%
Other	-	-	33,500	33,500	0%
Interdepartmental	-	-	1,440,642	1,440,642	0%
Operating Transfers Out	-	-	8,173,429	8,173,429	0%
Contingency	-	-	16,686,313	16,686,313	0%
Total Expenditures	-	-	26,598,884	26,598,884	0%
Road Fund Subsidy \$	-	-	(20,315,616)	(20,315,616)	0%

Budget Analysis:

Revenues for the Road Fund Administration organization unit are estimated to be \$46.9 million. This organizational unit is newly established for fiscal year 2018-19 and accounts for the revenues and expenditures related to Road Fund operations. In prior years these revenues and expenditures resided in the Road Fund Administration program.

Intergovernmental increase \$15.5 million (50%) over the adopted Road Fund Administration program in the prior year. This increase is related to the implementation of a new state transportation package and a county approved vehicle registration fee. The new revenues will be utilized for both capital and maintenance activities that have been underfunded to date.

The increased revenue activity provides for significant increases within the expenditure line items. Operating Transfers Out is budgeted to increase \$4 million (99%) as the Road Fund continues to support various capital and maintenance activities necessary for county infrastructure improvements, including Hagg Lake repairs, 227th Avenue Bridge, Butner Road Culvert and the Beef Bend Culvert. The remaining revenue increase will support increased appropriations within the Operations and Maintenance Division.

Contingency is expected to fluctuate from year to year due to variances in project schedules and timelines.

This organization unit provides project management, coordination, right-of-way acquisition, construction management and administrative support for transportation capital improvement projects through the following programs:

1. **CPM Administration** (168-605005): Manage and coordinate capital improvement project funding and expenditures.
2. **Right of Way** (168-605015): Provides right-of-way acquisition support for capital improvement projects.
3. **Project Delivery** (168-605025): Provides management and inspection functions for all phases of capital transportation project delivery.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
CPM Administration	\$ 1,803,293	1,803,293	1,902,855	99,562	6%
Right of Way	614,324	614,324	709,490	95,166	15%
Project Delivery	4,253,626	4,253,626	4,408,759	155,133	4%
Total	6,671,243	6,671,243	7,021,104	349,861	5%
by category					
Charges for Services	1,500	1,500	11,500	10,000	667%
Interdepartmental	5,389,814	5,389,814	5,912,178	522,364	10%
Total Revenues	5,391,314	5,391,314	5,923,678	532,364	10%
Personnel Services	5,567,124	5,567,124	5,794,487	227,363	4%
Materials & Services	301,286	301,286	308,865	7,579	3%
Interdepartmental	740,833	740,833	851,752	110,919	15%
Capital Outlay	62,000	62,000	66,000	4,000	6%
Total Expenditures	6,671,243	6,671,243	7,021,104	349,861	5%
Road Fund Subsidy \$	1,279,929	1,279,929	1,097,426	(182,503)	-14%
FTE's	44.50	44.50	44.05	(0.45)	-1%

Budget Analysis:

Revenues increase \$532,364 (10%). Expenditures increase \$349,861 (5%). Road Fund subsidy decreases \$182,503 (14%).

Interdepartmental revenues increase \$522,364 (10%) due to fluctuations in the capital project delivery schedule.

Personnel Services increase \$227,363 (4%) due to salaries, retirement costs and health benefits.

Materials & Services reflect a net increase of \$7,579 (3%) due to an increase for the operations and maintenance of two new vehicles, partially offset by a reduction in professional services for contracted employees.

Interfund increases \$110,919 (15%) as a result of charges from the County Cost Plan charges.

Capital Outlay increases \$4,000 due to the estimated rise in vehicle purchases for fiscal year 2018-19.

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The Operations & Maintenance organization unit mission is to maintain and operate a safe and efficient county transportation system comprised of roads, bridges, drainage systems and bike paths in a cost effective and environmentally sound manner through the following programs:

1. **Operations Administration** (168-606005): Provides leadership, management and support of operations within the division.
2. **Roadway Surfaces** (168-606010): Protects the structural integrity of county roads. Performs maintenance on roadways, including asphalt overlays, patching, surface sealing, street sweeping, gravel applications and grading.
3. **Operations Engineering** (168-606015): Assures all construction on roads, bridges, drainage systems and miscellaneous structures within the county rights-of-way are in accordance with approved plans and specifications; reviews plans and issues permits for utility construction in roadways, monitors subdivision improvements and field-inspects construction. Maintains and updates necessary management information for design and maintenance schedules. Processes the formation of local improvement districts, investigates citizen complaints and provides quality assurance for all divisional maintenance activities.
4. **Traffic Maintenance** (168-606020): Performs installation, repair and replacement of traffic signs, application of pavement striping, school-crossing stencils and raised pavement markers.
5. **Vegetation Management** (168-606025): Provides vegetation control within county rights-of-way through brush cutting, mowing, herbicide spraying, landscape maintenance and related activities. Administers Adopt-a-Road program.
6. **Bridge Operations** (168-606030): Protects the structural integrity of county bridges through bridge repairs and replacements. Additional tasks include work on major culverts and guardrails, bridge and culvert inspections.
7. **Drainage Operations** (168-606035): Provides repair, maintenance and installation of county drainage systems such as ditches, culverts and catch basins, ditch and culvert cleaning and the evaluation of erosion-control compliance.
8. **Landscape Maintenance** (168-606040): Provides vegetation and litter management within urban county rights-of-way through brush cutting, mowing, herbicide spraying, landscape maintenance, litter patrol and related activities.

Operations & Maintenance 168-6060

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Operations Administration	\$ 4,532,652	4,532,652	4,999,709	467,057	10%
Roadway Surfaces	5,252,925	5,252,925	5,233,981	(18,944)	0%
Operations Engineering	12,427,831	12,427,831	19,681,929	7,254,098	58%
Traffic Maintenance	1,209,619	1,209,619	1,280,356	70,737	6%
Vegetation Management	1,984,921	1,984,921	2,259,008	274,087	14%
Bridge Operations	901,505	901,505	976,640	75,135	8%
Drainage Operations	2,384,691	2,384,691	2,512,062	127,371	5%
Landscape Maintenance	835,235	835,235	483,174	(352,061)	-42%
Total	29,529,379	29,529,379	37,426,859	7,897,480	27%
by category					
Licenses & Permits	200,000	200,000	220,000	20,000	10%
Intergovernmental	1,350,000	1,350,000	1,000,000	(350,000)	-26%
Charges for Services	1,500	1,500	151,500	150,000	10,000%
Interdepartmental	697,000	697,000	822,500	125,500	18%
Miscellaneous	119,500	119,500	99,000	(20,500)	-17%
Total Revenues	2,368,000	2,368,000	2,293,000	(75,000)	-3%
Personnel Services	10,287,978	10,287,978	10,794,898	506,920	5%
Materials & Services	16,155,683	16,155,683	22,644,816	6,489,133	40%
Other	11,250	11,250	11,750	500	4%
Interdepartmental	2,069,768	2,069,768	2,669,895	600,127	29%
Operating Transfers Out	-	-	80,000	80,000	0%
Capital Outlay	1,004,700	1,004,700	1,225,500	220,800	22%
Total Expenditures	29,529,379	29,529,379	37,426,859	7,897,480	27%
Road Fund Subsidy \$	27,161,379	27,161,379	35,133,859	7,972,480	29%
FTE's	103.00	103.00	105.00	2.00	2%

Budget Analysis:

Revenues decrease \$75,000 (3%). Expenditures increase \$7,897,480 (27%). Road Fund subsidy increases \$7,972,480 (29%).

Beginning in fiscal year 2018-19, revenues designated by the state for the 1% Pedestrian and Bicycle program are now budgeted in the Road Capital Fund; these were previously budgeted in this organization unit. This revenue reduction is partially offset by an increase in subdivision administration fees as the inspection duties for development infrastructure improvements have shifted to this division and reimbursements from the Urban Road Maintenance District (URMD) for road projects and Engineering and Construction Services (ECS) Division for work on the Hagg Lake project.

The Road Fund subsidy increases due primarily to an increase of \$7,630,000 from the newly adopted Vehicle Registration Fee (VRF). This increase in subsidy supports the expenditure increase of \$7,897,480 (27%).

Personnel Services increases \$506,920 (5%) due primarily to salaries, retirement costs, health benefits, expanded stand-by coverage and the transfer of 2.00 FTE Engineering Technician positions from Engineering and Construction Services with the transition of the development infrastructure inspection services.

Materials & Services increase \$6,489,000 (40%) due to Professional Services (over \$5 million) contracts for road surface treatments, culvert replacements and various maintenance services.

Interdepartmental increases \$600,127 (29%) for Asset Management System software and consultant services to assist in replacing the Integrated Road Information System (IRIS) (\$300,000), expansion of the Sheriff's overweight motor vehicle program (\$225,000) and payments to the ECS Division for engineering/design for the following projects; Butner Road culvert (\$50,000), 174th/Bronson Road culvert (\$50,000) and 69th Avenue bridge (\$99,000).

Capital Outlay increases \$220,800 (22%) as the division prepares to meet increased road maintenance service levels. Heavy equipment acquisitions include a patch truck (\$80,000), self-loading planer/grinder (\$597,000), loader (\$130,000), button trailer (\$37,500), electronic reader board replacements (\$74,000), three pickups (\$96,000), shoulder mower with boom attachment (\$137,500) and a crew truck (\$51,000).

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This organization unit is charged with all activities required for the re-monumentation of Washington County's 3,400 public land corners. This involves locating the corners established in previous government surveys and documenting their location through modern surveying practices, including the establishment of coordinates essential for mapping control in the County's Geographical Information System (GIS).

1. **Survey PLC (170-603030):** The program provides for the preservation of public land corners, which are necessary for determining the proper location of property boundaries by public agencies, private surveyors and citizens. The establishment and subsequent coordination of these corners is critical for the protection of private and public property rights.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Survey PLC	\$ 2,420,133	2,420,133	2,849,028	428,895	18%
Total	2,420,133	2,420,133	2,849,028	428,895	18%
by category					
Charges for Services	520,000	520,000	520,000	-	0%
Interdepartmental	225,500	225,500	300,000	74,500	33%
Miscellaneous	16,500	16,500	30,000	13,500	82%
Total Revenues	762,000	762,000	850,000	88,000	12%
Personnel Services	571,776	571,776	582,446	10,670	2%
Materials & Services	36,362	36,362	37,324	962	3%
Interdepartmental	284,867	284,867	305,917	21,050	7%
Operating Transfers Out	28,500	28,500	31,672	3,172	11%
Capital Outlay	-	-	11,860	11,860	0%
subtotal	921,505	921,505	969,219	47,714	5%
Contingency	1,498,628	1,498,628	1,879,809	381,181	25%
Total Expenditures	2,420,133	2,420,133	2,849,028	428,895	18%
Revenues under expenditures	(1,658,133)	(1,658,133)	(1,999,028)	(340,895)	21%
Beginning Fund Balance	1,658,133	1,658,133	1,999,028	340,895	21%
Ending Fund Balance \$	-	-	-	-	
FTE's	4.77	4.77	4.77	-	0%

Budget Analysis:

Revenues increase \$88,000 (12%). Expenditures, excluding Contingency, increase \$47,714 (5%). Contingency increases \$381,181 (25%). Beginning fund balance increases \$340,895 (21%).

Interdepartmental revenues increase \$74,500 (33%) as the survey staff provides more services across other programs to accomplish survey development review activities.

Personnel Services increase \$10,670 (2%) due to salaries, retirement costs and health benefits.

Management continues to monitor the fund balance to ensure an appropriate level of reserve is maintained.

Current Planning encompasses Development Review and Development Assistance activities pertaining to land development in the unincorporated areas of the County and provides for Development Compliance/Code Enforcement activities as they relate to enforcement of the County’s Community Development Code and related ordinances. This fund operates on an enterprise basis supported by fees from service users.

1. **Development Review (172-602030):** Processing and review of all land development requests in unincorporated Washington County. Ensure that all development proposals comply with all applicable plans and codes.
2. **Development Assistance (172-602035):** Provide development assistance to customers at the counter and over the telephone. Review all building permits and provide copies of land development related documents to the public.
3. **Code Maintenance & Code Enforcement (172-602040):** Review land development projects in final stages to ensure compliance with conditions of approval. Investigate all land use complaints that are enforceable via the Community Development Code. Prepare code amendments and make recommendations concerning code interpretations.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Development Review	\$ 4,611,324	4,611,324	4,357,316	(254,008)	-6%
Development Assistance	947,194	947,194	1,113,057	165,863	18%
Code Maintenance & Code Enforcement	546,597	546,597	579,245	32,648	6%
Total	6,105,115	6,105,115	6,049,618	(55,497)	-1%
by category					
Intergovernmental	100,000	100,000	100,000	-	0%
Charges for Services	1,977,000	1,977,000	2,054,475	77,475	4%
Interdepartmental	25,000	25,000	18,000	(7,000)	-28%
Miscellaneous	36,130	36,130	51,767	15,637	43%
Operating Transfers In	354,200	354,200	374,200	20,000	6%
Total Revenues	2,492,330	2,492,330	2,598,442	106,112	4%
Personnel Services	2,558,773	2,558,773	2,567,085	8,312	0%
Materials & Services	326,054	326,054	258,172	(67,882)	-21%
Other	20,000	20,000	15,000	(5,000)	-25%
Interdepartmental	543,511	543,511	582,647	39,136	7%
Operating Transfers Out	128,639	128,639	237,800	109,161	85%
subtotal	3,576,977	3,576,977	3,660,704	83,727	2%
Contingency	2,528,138	2,528,138	2,388,914	(139,224)	-6%
Total Expenditures	6,105,115	6,105,115	6,049,618	(55,497)	-1%
Revenues under expenditures	(3,612,785)	(3,612,785)	(3,451,176)	161,609	-4%
Beginning Fund Balance	3,612,785	3,612,785	3,451,176	(161,609)	-4%
Ending Fund Balance \$	-	-	-	-	-
FTE's	23.08	23.08	23.08	-	0%

Budget Analysis:

Revenues increase \$106,112 (4%). Expenditures, excluding Contingency, increase \$83,727 (2%). Contingency decreases \$139,224 (6%). Beginning fund balance decreases \$161,609 (4%).

Revenues remain relatively flat as the Current Planning activity is expected to continue at current levels. Fee revenues are expected to continue to fully support fund activities.

Interdepartmental revenues increase \$39,136 (7%) due primarily to a newly funded Client Services Technician II that is being shared by all the Land Use & Transportation programs in the Public Services Building, an increase to the current Information Systems Analyst II position and increases to the indirect charges.

Personnel Services remain flat as FTE remains unchanged.

Materials & Services decrease \$67,882 (21%) primarily due to a reduction in the need for professional services.

Operating Transfers Out increases \$109,161 (85%) due to a redistribution of anticipated tenant improvement cost and an increased transfer to Road Fund.

The beginning fund balance decreases as a result of vacancies being filled, increase in interfund expenses and an increase of indirect charges.

This decrease is reflected in the Contingency allocation for fiscal year 2018-19.

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Building Services provides plan review, permit issuance and inspections relative to conformance with the state building, mechanical, electrical, plumbing and mobile home codes.

1. **Building Inspection (174-602005)**: Perform site inspections of construction on private property relative to conformance with the state building, mechanical and mobile home codes.
2. **Plan Review (174-602010)**: Review plans and issue permits for construction on private property relative to conformance with the state building and mechanical codes and maintain a record of construction within the unincorporated areas of the County.
3. **Plumbing Inspection (174-602015)**: Review plans and perform site inspections of construction on private property relative to conformance with the state plumbing code.
4. **Electrical Inspection (174-602020)**: Review plans and perform inspections of all construction on public and private property relative to conformance with state statutes and the national electrical code.
5. **Building Code Compliance & Enforcement (174-602025)**: Oversee the building enforcement program by investigating complaints and reported code violations. Perform enforcement actions in those cases where code conformance cannot be achieved voluntarily.

Building Services 174-6020

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Building Inspection	\$ 19,317,817	19,317,817	18,401,156	(916,661)	-5%
Plan Review	4,009,308	4,009,308	4,149,147	139,839	3%
Plumbing Inspection	1,277,203	1,277,203	1,365,409	88,206	7%
Electrical Inspection	1,822,136	1,822,136	1,980,933	158,797	9%
Building Code Compliance & Enforcement	203,625	203,625	228,870	25,245	12%
Total	26,630,089	26,630,089	26,125,515	(504,574)	-2%
by category					
Licenses & Permits	5,115,000	5,115,000	4,950,000	(165,000)	-3%
Intergovernmental	120,000	120,000	112,000	(8,000)	-7%
Charges for Services	3,831,250	3,831,250	3,433,500	(397,750)	-10%
Interdepartmental	203,625	203,625	230,361	26,736	13%
Miscellaneous	171,720	171,720	257,419	85,699	50%
Total Revenues	9,441,595	9,441,595	8,983,280	(458,315)	-5%
Personnel Services	7,901,249	7,901,249	8,125,092	223,843	3%
Materials & Services	777,266	777,266	728,695	(48,571)	-6%
Other	285,500	285,500	287,100	1,600	1%
Interdepartmental	2,650,035	2,650,035	2,778,834	128,799	5%
Operating Transfers Out	369,042	369,042	575,297	206,255	56%
Capital Outlay	121,500	121,500	17,200	(104,300)	-86%
subtotal	12,104,592	12,104,592	12,512,218	407,626	3%
Contingency	14,525,497	14,525,497	13,613,297	(912,200)	-6%
Total Expenditures	26,630,089	26,630,089	26,125,515	(504,574)	-2%
Revenues under expenditures	(17,188,494)	(17,188,494)	(17,142,235)	46,259	0%
Beginning Fund Balance	17,188,494	17,188,494	17,142,235	(46,259)	0%
Ending Fund Balance \$	-	-	-	-	
FTE's	63.72	63.72	63.72	-	0%

Budget Analysis:

Revenues decrease \$458,315 (5%). Expenditures, excluding Contingency, increase \$407,626 (3%). Contingency decreases \$912,200 (6%).

Revenue decreases for fluctuations of various development activities within the county including declines in new single family and commercial development offset by increases in remodeling and multi-family units.

Fee revenue has supported Building Services' activities for fiscal year 2017-18 and is expected to continue in FY 2018-19.

Personnel Services increase \$223,843 (3%) due to salaries, retirement costs, health benefits and the addition of temporary positions including an Administrative Specialist II and a Plans Examiner II to assist with workload fluctuations.

Interdepartmental increases \$128,799 (5%) and reflects a number of changes including a newly funded Client Services Technician II that will be shared by all Land Use & Transportation programs housed in the Public Services Building, higher countywide indirect charges, the reassignment of remodel expenditures and lower Information Technology Services (ITS) capital expenditures as the Accela Automation and ProjectDox projects progress.

Operating Transfers Out increases \$206,255 (56%) and includes a transfer to Facilities Capital for the remodel of the work space occupied by Land Use & Transportation staff housed in the Public Services Building and the Road Fund transfer is increased to reflect current department cost allocations.

Capital Outlay decreases \$104,300 (86%) as Building Services' fleet of cars is up-to-date and no vehicles are needed in the new fiscal year.

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Maintenance Improvement 212-6075

Budget Detail

This fund provides for road maintenance activities undertaken through maintenance local improvement districts (MLIDs) established in the County.

- Maintenance Local Improvement District (212-607505):** This program provides the financial activities related to funds collected for use in maintaining local roads within the district.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Maintenance Local Improvement District	\$ 284,312	284,312	318,866	34,554	12%
Total	284,312	284,312	318,866	34,554	12%
by category					
Miscellaneous	37,455	37,455	40,079	2,624	7%
Total Revenues	37,455	37,455	40,079	2,624	7%
Interdepartmental	101,813	101,813	101,791	(22)	0%
Operating Transfers Out	280	280	390	110	39%
subtotal	102,093	102,093	102,181	88	0%
Contingency	182,219	182,219	216,685	34,466	19%
Total Expenditures	284,312	284,312	318,866	34,554	12%
	Revenues under expenditures	(246,857)	(246,857)	(278,787)	(31,930) 13%
Beginning Fund Balance	246,857	246,857	278,787	31,930	13%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$2,624 (7%). Contingency increases \$34,466 (19%). Beginning fund balance increases \$31,930 (13%).

There are five active maintenance local improvement districts. Budgeted revenues and expenditures remain similar to the prior year. Significant Interdepartmental expenditures are budgeted again this year due to possible road maintenance work, specifically the Mountain Creek LID that is currently pursuing enhanced maintenance strategies over a multi-year time period.

This organization unit is responsible for the duties and responsibilities of the County Surveyor which include: filing and maintaining public survey records; reviewing and approving plats and surveys; maintaining the County address system; performing court ordered surveys; surveying County owned property and public assistance.

- Survey Development Review (216-603015):** County Surveyor activities within this program include statutory duties of subdivision, partition, and condominium approval; survey filing; court ordered surveys; surveys of County owned property; record keeping; maintaining records of vacation property; addressing, mapping and public information.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Survey Development Review	\$ 1,820,343	1,820,343	1,651,352	(168,991)	-9%
Total	1,820,343	1,820,343	1,651,352	(168,991)	-9%
by category					
Charges for Services	669,700	669,700	566,100	(103,600)	-15%
Interdepartmental	20,000	20,000	15,000	(5,000)	-25%
Miscellaneous	18,000	18,000	22,500	4,500	25%
Operating Transfers In	72,945	72,945	72,945	-	0%
Total Revenues	780,645	780,645	676,545	(104,100)	-13%
Personnel Services	546,720	546,720	507,356	(39,364)	-7%
Materials & Services	35,584	35,584	15,658	(19,926)	-56%
Interdepartmental	292,137	292,137	218,458	(73,679)	-25%
Operating Transfers Out	28,821	28,821	80,366	51,545	179%
Capital Outlay	-	-	-	-	0%
subtotal	903,262	903,262	821,838	(81,424)	-9%
Contingency	917,081	917,081	829,514	(87,567)	-10%
Total Expenditures	1,820,343	1,820,343	1,651,352	(168,991)	-9%
Revenues under expenditures	(1,039,698)	(1,039,698)	(974,807)	64,891	-6%
Beginning Fund Balance	1,039,698	1,039,698	974,807	(64,891)	-6%
Ending Fund Balance \$	-	-	-	-	-
FTE's	4.56	4.56	4.56	-	0%

Budget Analysis:

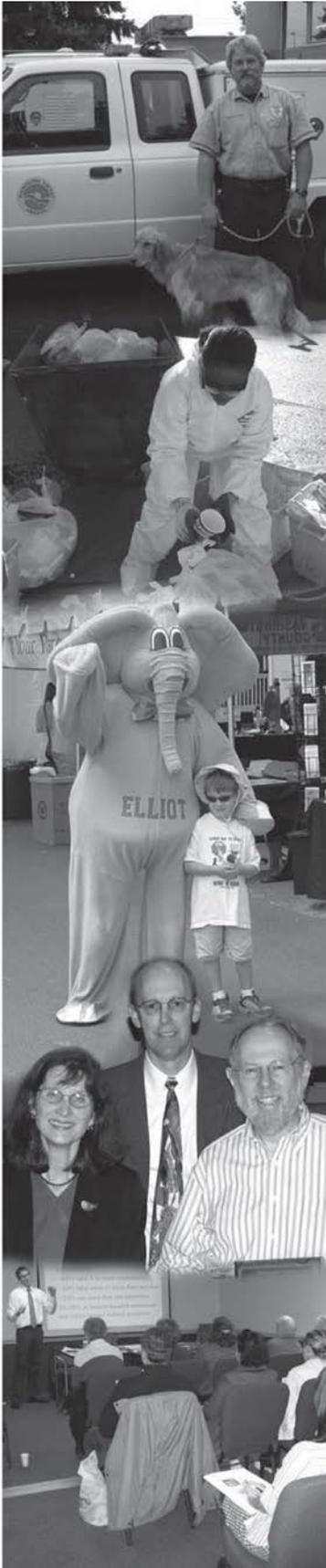
Revenues decrease \$104,100 (13%). Expenditures, excluding Contingency, decrease \$81,424 (9%). Contingency decreases \$87,567 (10%). Beginning fund balance decreases \$64,891 (6%).

The decrease in revenue reflects an estimated decrease to chargeable activities in subdivision, partition, field check, address and survey filing fees.

Personnel Services decrease \$39,364 (7%) due to staff retirements that have been filled with new employees at lower steps in the salary range, retirement costs and health benefits. Materials & Services decrease \$19,926 (56%) due to a reduction in contracted professional services. Interdepartmental decreases \$73,679 (25%) due to a reduction in the utilization of staff resources across other programs. Operating Transfers Out increases \$51,545 (179%) due primarily to a redistribution of anticipated tenant improvement cost.

Activity levels and workloads have flattened. Careful fund management continues in order to maintain an appropriate fund balance.

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Housing, Health and Human Services

Public Health	100-7030
HHS Administration	100-7040
Animal Services	100-7090
Veteran Services	100-7510
Community Development Block Grant	164-9010
Children, Youth & Families	166-7050
Human Services	192-7060
Oregon Health Plan	193-7080
Mental Health HB 2145	194-7070
Health Share of Oregon	195-7085
Aging Services	198-7520
Mental Health Crisis Services	199-7089
Tri-County Risk Reserve	207-7086
Emergency Medical Services	208-7010
Housing Services	218-6510
HOME	220-9020
Air Quality	244-9030

HOUSING, HEALTH & HUMAN SERVICES

BUDGET OVERVIEW

Housing, Health & Human Services provides prevention, protection and support services and activities so that all people who live, work, study and play in Washington County can be healthy, well, self-sufficient and safe. Educating people through public health efforts, providing safety to vulnerable children and adults, addressing addictions and enabling people to live independently are just a few examples of how this is accomplished.

Throughout Washington County, Housing, Health & Human Services offers a wide variety of programs, services and resources which serve to inform, educate and empower.

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Community Development Block Grant	\$ 4,354,142	4,504,142	4,389,174	(114,968)	-3%
Housing Services	9,380,795	9,380,795	10,320,729	939,934	10%
HOME	3,423,170	3,423,170	3,630,384	207,214	6%
Air Quality	1,224,173	1,224,173	1,312,956	88,783	7%
subtotal - Housing	18,382,280	18,532,280	19,653,243	1,120,963	6%
Public Health	15,602,194	15,602,194	17,520,451	1,918,257	12%
Emergency Medical Services	1,807,434	1,807,434	1,594,536	(212,898)	-12%
subtotal - Public Health	17,409,628	17,409,628	19,114,987	1,705,359	10%
Aging Services	4,546,783	4,546,783	5,459,602	912,819	20%
Veteran Services	1,076,493	1,076,493	1,184,127	107,634	10%
subtotal - Aging & Veteran Services	5,623,276	5,623,276	6,643,729	1,020,453	18%
Human Services	50,596,139	50,596,139	54,833,652	4,237,513	8%
Oregon Health Plan	5,173,430	5,173,430	5,272,811	99,381	2%
Health Share of Oregon	20,589,757	20,589,757	16,686,085	(3,903,672)	-19%
Tri-County Risk Reserve	10,500,000	10,500,000	10,500,000	-	0%
Mental Health HB 2145	1,718,427	1,718,427	1,574,390	(144,037)	-8%
Mental Health Crisis Services	6,606,425	6,606,425	7,558,313	951,888	14%
Children, Youth & Families	6,480,603	6,480,603	7,662,602	1,181,999	18%
subtotal - Human Services	101,664,781	101,664,781	104,087,853	2,423,072	2%
HHS Administration	1,762,027	1,762,027	1,932,804	170,777	10%
Animal Services	2,795,054	2,795,054	2,764,340	(30,714)	-1%
subtotal - Admin & Animal Services	4,557,081	4,557,081	4,697,144	140,063	3%
Totals	147,637,046	147,787,046	154,196,956	6,409,910	4%
General Fund	21,235,768	21,235,768	23,401,722	2,165,954	10%
Special Funds	126,401,278	126,551,278	130,795,234	4,243,956	3%
Totals \$	147,637,046	147,787,046	154,196,956	6,409,910	4%
FTE's	336.75	362.00	369.05	7.05	2%

HOUSING, HEALTH & HUMAN SERVICES

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Licenses & Permits	\$ 5,012,828	5,012,828	5,318,353	305,525	6%
Intergovernmental	72,110,470	72,260,470	79,286,670	7,026,200	10%
Charges for Services	10,792,546	10,792,546	14,460,563	3,668,017	34%
Fines & Forfeitures	50,000	50,000	45,000	(5,000)	-10%
Interdepartmental	1,277,206	1,277,206	1,748,430	471,224	37%
Miscellaneous	5,821,766	5,821,766	7,272,912	1,451,146	25%
Operating Transfers In	16,203,540	16,203,540	9,780,731	(6,422,809)	-40%
Total Revenues	111,268,356	111,418,356	117,912,659	6,494,303	6%
Personnel Services	35,831,084	35,831,084	39,842,521	4,011,437	11%
Materials & Services	59,228,567	59,378,567	69,834,557	10,455,990	18%
Other	11,778,587	11,778,587	17,561,488	5,782,901	49%
Interdepartmental	3,286,512	3,286,512	4,083,044	796,532	24%
Operating Transfers Out	12,610,415	12,610,415	5,902,524	(6,707,891)	-53%
Capital Outlay	160,200	160,200	80,000	(80,200)	-50%
subtotal	122,895,365	123,045,365	137,304,134	14,258,769	12%
Contingency	24,741,681	24,741,681	16,892,822	(7,848,859)	-32%
Total Expenditures	147,637,046	147,787,046	154,196,956	6,409,910	4%
Revenues under expenditures	(36,368,690)	(36,368,690)	(36,284,297)	84,393	0%
General Fund Subsidy	7,147,073	7,147,073	7,226,359	79,286	1%
Special Funds Beginning Balances	29,221,617	29,221,617	29,057,938	(163,679)	-1%
Ending Fund Balances \$	-	-	-	-	

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This organization unit provides preventive health care services and environmental surveillance services, and enforces other statutory provisions necessary to assure that basic health standards are maintained in the County through the following programs:

1. **Environmental Health (100-703005)**: Provides education to the public and regulated community; enforces public health regulations; and provides environmental health surveillance to prevent the spread of communicable diseases and protect the environment.
2. **Communicable Disease (100-703010)**: Provides health services to high-risk and the general population at the earliest point of intervention so that communicable diseases can be identified and controlled; includes tuberculosis, HIV, and other diseases. Also provides public health emergency preparedness assistance and monitors compliance with childhood immunization requirements.
3. **Medical Examiner (100-703015)**: Provides enforcement and implementation of statutes relating to investigation of violent and unattended deaths, including death scene investigation and documentation. Works closely with law enforcement agencies, hospitals, private medical practitioners and funeral homes.
4. **Solid Waste and Recycling (100-703020)**: Provides enforcement of the County solid waste and nuisance ordinances and carries out the County's responsibilities regarding the metropolitan regional recycling program.
5. **Maternal and Child Health (100-703025)**: Provides nursing services in the homes of eligible mothers with high-risk pregnancies, postpartum follow-up care in the home, and reproductive health assistance.
6. **Public Health Administration (100-703030)**: Provides supervision for all Public Health programs except Solid Waste and Recycling, which is supervised by the department director. Also includes Research, Analytics, Informatics & Data, Public Health Safety Net, and Cities Readiness Initiative.
7. **Health Equity, Policy and Planning (100-703035)**: Provides programs impacting communitywide health issues including tobacco prevention and education, chronic disease prevention, and suicide prevention.
8. **Vital Records (100-703040)**: Receives and provides information on births and deaths within the County.
9. **Women, Infants, and Children (WIC) (100-703045)**: Administers the federal WIC program which provides nutrition education and financial assistance to eligible families for food purchases. This was previously included in the Communicable Disease program.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Environmental Health	\$ 2,557,337	2,557,337	2,669,816	112,479	4%
Communicable Disease	2,420,842	2,420,842	4,549,648	2,128,806	88%
Medical Examiner	411,155	411,155	421,313	10,158	2%
Solid Waste and Recycling	1,876,878	1,876,878	1,916,283	39,405	2%
Maternal and Child Health	2,250,420	2,250,420	2,287,360	36,940	2%
Public Health Administration	1,849,057	1,849,057	1,988,223	139,166	8%
Health Equity, Policy and Planning	1,293,258	1,293,258	765,543	(527,715)	-41%
Vital Records	296,224	296,224	307,078	10,854	4%
Women, Infants, and Children (WIC)	2,647,023	2,647,023	2,615,187	(31,836)	-1%
Total	15,602,194	15,602,194	17,520,451	1,918,257	12%
by category					
Licenses & Permits	3,339,893	3,339,893	3,633,647	293,754	9%
Intergovernmental	5,946,372	5,946,372	7,277,204	1,330,832	22%
Charges for Services	1,697,290	1,697,290	1,915,363	218,073	13%
Interdepartmental	40,392	40,392	75,220	34,828	86%
Miscellaneous	107,913	107,913	229,637	121,724	113%
Operating Transfers In	90,207	90,207	89,521	(686)	-1%
Total Revenues	11,222,067	11,222,067	13,220,592	1,998,525	18%
Personnel Services	12,088,538	12,088,538	13,023,615	935,077	8%
Materials & Services	3,072,852	3,072,852	3,924,583	851,731	28%
Other	410,204	410,204	492,253	82,049	20%
Capital Outlay	30,600	30,600	80,000	49,400	161%
Total Expenditures	15,602,194	15,602,194	17,520,451	1,918,257	12%
General Fund Subsidy \$	4,380,127	4,380,127	4,299,859	(80,268)	-2%
FTE's	110.50	117.50	118.70	1.20	1%

Budget Analysis:

Revenues increase \$1,998,525 (18%). Expenditures increase \$1,918,257 (12%). General Fund subsidy decreases \$80,268 (2%).

Revenues increase to \$13.2 million. The state public health grant, which provides revenue to several programs, increases \$487,598 (11%) to \$5.6 million. A new Communicable Disease grant from Multnomah County totals \$904,729. Environmental Health revenues increase \$226,125 across several programs for various license, permit, franchise and service fees. Solid Waste and Recycling revenues increase \$15,000 for the Metro grant and \$65,000 in franchise fees. Maternal and Child Health revenues increase \$100,000 for Babies First, Targeted Case Management and \$102,500 for Medicaid Administrative Claiming. Vital Records revenues increase \$49,075 for the birth and death certificates fee increase that went into effect January 1, 2018.

Expenditures increase to \$17.5 million due primarily to activities associated with new grant funding. Personnel Services increases \$935,077 (8%) due primarily to salaries, retirement costs and health benefits. An increase of 1.20 FTE includes a 1.00 FTE Administrative Assistant to support Public Health Administration and a 0.20 FTE transfer from the Health Share of Oregon organization unit (195-708505). Materials & Services increase \$851,731 due primarily to activities associated with new grant funding.

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Provide management and administrative services to the divisions/programs of Health and Human Services: Public Health, Human Services, Health Share of Oregon, Mental Health Crisis Services, Aging Services, Veterans Services, Emergency Medical Services, Children, Youth & Families, and Animal Services.

1. **HHS Administration Program (100-704005):** Provide management and administrative services to the divisions/programs of Health and Human Services (HHS).

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
HHS Administration Program	\$ 1,762,027	1,762,027	1,932,804	170,777	10%
Total	1,762,027	1,762,027	1,932,804	170,777	10%
by category					
Interdepartmental	816,453	816,453	947,615	131,162	16%
Miscellaneous	-	-	5,000	5,000	0%
Total Revenues	816,453	816,453	952,615	136,162	17%
Personnel Services	1,709,903	1,709,903	1,842,114	132,211	8%
Materials & Services	44,624	44,624	83,190	38,566	86%
Other	7,500	7,500	7,500	-	0%
Total Expenditures	1,762,027	1,762,027	1,932,804	170,777	10%
General Fund Subsidy	\$ 945,574	945,574	980,189	34,615	4%
FTE's	13.90	13.90	13.90	-	0%

Budget Analysis:

Revenues increase \$136,162 (17%). Expenditures increase \$170,777 (10%). General Fund subsidy increases \$34,615 (4%).

Revenues increase due primarily to Interdepartmental revenue \$131,162 (16%) from cost plan allocations. Revenue comes to this organization unit through a departmental cost plan allocation that charges the department's special fund organization units for management and administrative support based on this unit's budgeted expenses from the previous fiscal year.

Personnel Services increases \$132,211 (8%) due primarily to the reclassification of a Senior Program Coordinator position to an Assistant Director of HHS (\$70,000), salaries, retirement costs and health benefits. Materials & Services increases \$38,566 (86%) due to travel and training costs for staff to attend federal grant compliance trainings and other HHS related conferences.

Animal Services 100-7090

Budget Detail

The Animal Services organization unit includes the operation of the small animal shelter and enforcement of the County code regarding dog licensing, loose nuisance dogs, aggressive or biting dogs, cruelty, neglect, barking and other livability issues. Key programs are dog license sales, education and outreach services, adoption of stray and abandoned dogs and cats and impoundment of dogs in violation of the code. Other services include the operation of an active volunteer program, spay/neuter education programs, and operation of an in-house spay/neuter clinic.

- Animal Services (100-709005):** Operates the animal shelter and enforces of the County code regarding dog licensing, loose nuisance dogs, aggressive or biting dogs, cruelty, neglect, barking and other livability issues.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Animal Services	\$ 2,795,054	2,795,054	2,764,340	(30,714)	-1%
Total	2,795,054	2,795,054	2,764,340	(30,714)	-1%
by category					
Licenses & Permits	1,143,350	1,143,350	1,143,500	150	0%
Charges for Services	179,200	179,200	145,700	(33,500)	-19%
Fines & Forfeitures	50,000	50,000	45,000	(5,000)	-10%
Interdepartmental	80,000	80,000	-	(80,000)	-100%
Miscellaneous	340,000	340,000	330,000	(10,000)	-3%
Total Revenues	1,792,550	1,792,550	1,664,200	(128,350)	-7%
Personnel Services	2,167,267	2,167,267	2,223,363	56,096	3%
Materials & Services	523,787	523,787	513,477	(10,310)	-2%
Other	24,000	24,000	27,500	3,500	15%
Capital Outlay	80,000	80,000	-	(80,000)	-100%
Total Expenditures	2,795,054	2,795,054	2,764,340	(30,714)	-1%
General Fund Subsidy \$	1,002,504	1,002,504	1,100,140	97,636	10%
FTE's	24.00	24.00	25.00	1.00	4%

Budget Analysis:

Revenues decrease \$128,350 (7%). Expenditures decrease \$30,714 (1%). General Fund subsidy increases \$97,636 (10%).

Primary funding sources for this organization unit are General Fund and dog license fees. Dog license revenue is unchanged, but some lesser revenue sources are seeing a reduction such as animal impound fees and sale of cats. This is due to a more conservative estimate of revenues based on historical results and not a reduction in activity. The exception is incinerator fees which are budgeted at zero because the incinerator is planned to be decommissioned in fiscal year 2018-19. In addition, FY 2017-18 included a one-time transfer from 154-7095 Animal Services Gifts & Donations of \$80,000 to pay for upgrades for several vehicles being replaced; this revenue is not reflected in the FY 2018-19 budget.

increases in Personnel Services of \$56,096 (3%) from a 1.00 FTE Veterinary Technician position, salaries, retirement costs and health benefits are partially offset by a reduction in workers compensation (\$25,710) because of a decrease in the rate for the Animal Services program. Materials & Services decrease \$10,310 (2%) due to a \$30,300 reduction in professional services because the dog license writer program is being eliminated in FY 2018-19 and is being replaced with a dog license awareness promotion campaign. This decrease is partially offset by increases in utilities, mail messenger services, permits, licenses and fees. Capital Outlay decreases \$80,000 (100%) because FY 2017-18 included a one-time \$80,000 expense for upgrades to vehicles being replaced.

Veteran Services provides assistance to veterans and their dependents in obtaining federal, state and local benefits. This is accomplished through active outreach within local communities, health care facilities, in-home visitations and development of a comprehensive program to educate veterans as to services and benefits available to them; assistance in filing claims for veterans' benefits with the federal and state Veteran Affairs department; acts as a representative for veterans in disputes on claims against the U.S. Department of Veterans Affairs and provides for the development of new programs and services to educate and assist veterans, their dependents and other veteran representatives, groups and organizations.

1. **Veteran Services** (100-751005): Provides assistance to veterans and their dependents in obtaining federal, state and local benefits.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Veteran Services	\$ 1,076,493	1,076,493	1,184,127	107,634	10%
Total	1,076,493	1,076,493	1,184,127	107,634	10%
by category					
Intergovernmental	257,625	257,625	337,956	80,331	31%
Total Revenues	257,625	257,625	337,956	80,331	31%
Personnel Services	988,008	988,008	1,008,815	20,807	2%
Materials & Services	87,796	87,796	174,473	86,677	99%
Other	650	650	800	150	23%
Interdepartmental	39	39	39	-	0%
Total Expenditures	1,076,493	1,076,493	1,184,127	107,634	10%
General Fund Subsidy	\$ 818,868	818,868	846,171	27,303	3%
FTE's	10.45	10.45	10.45	-	0%

Budget Analysis:

Revenues increase \$80,331 (31%). Expenditures increase \$107,634 (10%). General Fund subsidy increases \$27,303 (3%).

Revenue reflects a growth in state funds that began in fiscal year 2017-18 from the Oregon Lottery for program enhancement and expansion, as well as an additional Oregon Department of Veterans' Affairs (ODVA) grant to help provide housing security in the form of security deposits, first and last month's rent, property taxes and other supportive housing services.

Expenditures increase due primarily to a \$86,667 (99%) increase in Materials & Services for program expenses related to the new ODVA housing security grant and required training and travel for new staff. Personnel Services increases \$20,807 (2%) due to salaries, retirement costs and health benefits.

The Community Development Block Grant Program manages (on behalf of the County and its ten city members) the urban County Community Development Block Grant (CDBG) Program. The County's CDBG Program is mandated to use its federal entitlement funds for the development of viable urban communities, decent housing, a suitable living environment, and expanding economic opportunities for persons of low and moderate income. All program activities must meet one of three national objectives: 1) benefit low and moderate income persons, 2) prevent or eliminate slums and blight or 3) meet other urgent community development needs which pose a serious threat to the community's health or welfare.

1. **CDBG Administration (164-901005)**: Ensures federal application criteria are met; citizens are informed; technical assistance is available to potential sponsors; provides planning, program and activity design; and assures accountability and control of Housing and Urban Development (HUD) funds.
2. **Project Administration (164-901010)**: This program accounts for the expenditure of all CDBG project activities carried out by the department and sub recipients related to public services, infrastructure development, public facilities and affordable housing.
3. **Housing (164-901015)**: Provides for the project administration of rehabilitation of existing housing for low-to-moderate income residents. The components of this functional area include: deferred payments loans; low interest bearing loans; and the home access and repair for the disabled and elderly (HARDE) grant program.
4. **Neighborhood Stabilization (164-901020)**: The Neighborhood Stabilization Program (NSP) was a program that was funded under the Housing and Economic Recovery Act (HERA) of 2008 and was intended to address foreclosed properties in targeted areas throughout the County that were either undergoing high incidences of foreclosures or were at risk of foreclosure. While the main federal program was discontinued some time ago, a sub-recipient agreement remains in place with Oregon Housing and Community Services, the pass-through State Agency, to allow for the use of any program income generated from the sale of properties originally purchased with federal program funds. Washington County has continued to receive periodic repayments. HUD and the State of Oregon are approving a one-time transfer of funds generated as program income to the CDBG Program. Those funds will be used to support the Housing Rehab Program.
5. **Emergency Solutions Grant (164-901025)**: Provides homeless persons with basic shelter and essential supportive services. ESG also provides short-term homelessness prevention and rapid re-housing assistance to persons who are homeless or are at imminent risk of losing their housing due to eviction, foreclosure or utility shutoffs.
6. **Veterans Home Improvement Program (164-901040)**: The Office of Community Development was awarded \$150,000 from the Oregon housing and Community services for a Veterans Home Improvement Program. The program will provide up to \$10,000 each to approximately 15 elderly or disabled Veteran homeowners.
7. **Hillsboro Housing Rehabilitation (164-901045)**: The City of Hillsboro will allocate \$130,000 in CDBG funds to Washington County Office of Community Development to manage its housing rehabilitation program for FY 18/19. The funds will be used for administration and project management and the hard costs of construction for approximately ten households.

Community Development Block Grant 164-9010

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
CDBG Administration	\$ 518,800	518,800	565,517	46,717	9%
Project Administration	3,179,509	3,179,509	3,024,897	(154,612)	-5%
Housing	215,000	215,000	352,746	137,746	64%
Neighborhood Stabilization	276,308	276,308	-	(276,308)	-100%
Emergency Solutions Grant	164,525	164,525	166,014	1,489	1%
Veterans Home Improvement Program	-	150,000	150,000	-	0%
Hillsboro Housing Rehabilitation	-	-	130,000	130,000	0%
Total	4,354,142	4,504,142	4,389,174	(114,968)	-3%
by category					
Intergovernmental	4,005,759	4,155,759	4,017,904	(137,855)	-3%
Miscellaneous	62,075	62,075	181,270	119,195	192%
Operating Transfers In	10,000	10,000	150,000	140,000	1,400%
Total Revenues	4,077,834	4,227,834	4,349,174	121,340	3%
Personnel Services	528,910	528,910	586,906	57,996	11%
Materials & Services	131,923	281,923	500,009	218,086	77%
Other	3,620,342	3,620,342	3,190,911	(429,431)	-12%
Interdepartmental	72,967	72,967	111,348	38,381	53%
subtotal	4,354,142	4,504,142	4,389,174	(114,968)	-3%
Contingency	-	-	-	-	0%
Total Expenditures	4,354,142	4,504,142	4,389,174	(114,968)	-3%
Revenues under expenditures	(276,308)	(276,308)	(40,000)	236,308	-86%
Beginning Fund Balance	276,308	276,308	40,000	(236,308)	-86%
Ending Fund Balance \$	-	-	-	-	
FTE's	4.53	4.53	5.28	0.75	17%

Budget Analysis:

Revenues increase \$121,340 (3%). Expenditures decrease \$114,968 (3%). Beginning fund balance decreases \$236,308 (86%).

Intergovernmental decreases \$267,855 (3%) as projects are completed. Due to the federal government's Continuing Resolution through 3/23/2018, Washington County will not know its CDBG allocation until close to fiscal year-end. The proposed budget is based on a status quo federal allocation. The CDBG revenue budget reflects a 3% decrease in Intergovernmental due to the completion of projects. Other increases are in program income and an allocation from the General Fund (\$150,000).

Expenditures total \$4,389,174 and is reflective of the decrease in intergovernmental revenue as described above. Personnel Services increase \$57,996 (11%) due to salaries, retirement costs and health benefits. In addition, Indirect costs increased by 53%. County General Funds are contributing \$150,000 to augment the CDBG program administration. A Fund Balance of \$40,000 from CDBG Administration program results in higher expenditures to revenues.

Children, Youth & Families (CYF) develops, administers and evaluates a number of children, youth and family services. The primary sources of revenue are state general fund, Medicaid, and federal resources.

1. **CY&F Administration** (166-705005): This program will be consolidated into 166-705010 at the beginning of fiscal year 2018-19. Includes allocated department administration and County overhead and Contingency
2. **Children, Youth & Families** (166-705010): Early Learning Hub: In partnership with United Way of the Columbia-Willamette, CYF coordinates the Washington County Early Learning Hub funded by the State Early Learning Division.

CYF provides services in three areas: early learning, family support and youth support and addiction prevention.

Early Learning:

The Hub works with all sectors of the community to create sustainable solutions that address the needs of at risk children ages zero to six and their families, and coordinates development of these programs to address community needs and service gaps in efforts to strengthen existing Early Learning services. The Hub brings parents of at-risk children and service systems together (e.g. business, child welfare, early learning, health/mental health/alcohol and drug, human services and K-12), advocates for the development of policies and laws that promote kindergarten readiness, and facilitates Family Preservation and Support Services Programs which provides services for children involved in or at high risk of involvement in the child welfare system.

Family Support:

CYF has been designated as a Parenting Education Hub by Oregon Parenting Education Collaborative (OPEC) to support parenting education and professional development for those who work with parents. Special efforts have been made to target a wide range of ethnic groups and communities with children at risk for abuse and neglect. The Healthy Families Program provides home visitation for parents prior to and after having children to prevent abuse and neglect for those most at risk. The Coordinated Referral System, provided in conjunction with the Healthy Families Program, assists expecting families and families with infants with a service provider network for guidance and in-home aid.

Youth Support and Addiction Prevention:

CYF provides youth support projects to improve the quality of life and educational success of school-aged children and youth as well as promotion of healthy and less disruptive behavior through the PAX Good Behavior Game. Youth development programs also include substance addiction prevention through education, local collaborations with police to enforce the requirement of ID checks at liquor stores, and teen suicide prevention support.

Children, Youth & Families 166-7050

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
CY&F Administration	\$ 400,784	400,784	-	(400,784)	-100%
Children, Youth & Families	6,079,819	6,079,819	7,662,602	1,582,783	26%
Total	6,480,603	6,480,603	7,662,602	1,181,999	18%
by category					
Intergovernmental	5,436,532	5,436,532	6,309,631	873,099	16%
Charges for Services	100,000	100,000	120,000	20,000	20%
Interdepartmental	114,377	114,377	572,149	457,772	400%
Miscellaneous	1,518	1,518	2,500	982	65%
Operating Transfers In	541,435	541,435	186,250	(355,185)	-66%
Total Revenues	6,193,862	6,193,862	7,190,530	996,668	16%
Personnel Services	660,502	660,502	703,003	42,501	6%
Materials & Services	5,303,304	5,303,304	5,788,916	485,612	9%
Other	1,661	1,661	2,000	339	20%
Interdepartmental	199,642	199,642	689,781	490,139	246%
subtotal	6,165,109	6,165,109	7,183,700	1,018,591	17%
Contingency	315,494	315,494	478,902	163,408	52%
Total Expenditures	6,480,603	6,480,603	7,662,602	1,181,999	18%
Revenues under expenditures	(286,741)	(286,741)	(472,072)	(185,331)	65%
Beginning Fund Balance	286,741	286,741	472,072	185,331	65%
Ending Fund Balance \$	-	-	-	-	
FTE's	5.00	5.00	5.00	-	0%

Budget Analysis:

Revenues increase \$996,668 (16%). Expenditures, excluding Contingency, increase \$1,018,591 (17%). Contingency increases \$163,408 (52%). Beginning fund balance increases \$185,331 (65%).

Beginning fund balance increases to \$472,072 due to ongoing efforts to retain appropriate administrative support in existing and new contracts. Revenue increases to \$7.2 million due primarily to new grants: Black Student Success (\$175,000), Preschool Promise funding increase of \$402,433 (18%) and an added Oregon Youth Development Council (YDC) contract (\$100,000). Healthy Families revenue grows \$595,431 (25%) due an increase in Medicaid and state funds. These are partially offset by reductions in Family Resource Manager (FRM) funds in the United Way contract (\$120,229), Oregon Community Foundation funds (OCF) (\$50,000) and other small shifts throughout the program. The Operating Transfer In from the General Fund increases \$103,250 (124%) to help support the Coordinated Referral System and a portion of the CYF supervisor position.

Expenditures increase to \$7.2 million and reflect growth in some program activities and reductions in others associated with changes in grant revenue. Personnel Services increase \$42,502 (6%) due to salaries, retirement costs and health benefits. Support for the Coordinated Referral System (\$56,250) previously housed in Non-Departmental is transferred to this organization unit. Contingency increases to \$478,902 and represents funds held in reserve for future appropriations.

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This organization unit is responsible for the delivery of community human services including treatment and support services for persons with developmental disabilities, persons with mental illness, and individuals with addictions disorders.

1. **Human Services Administration (192-706005)**: Provides needs assessment, planning, contracting, monitoring, and evaluation of all mental health, addictions, and developmental disability services. Develops and implements needed services in the community and provides input into statewide service development.
2. **Mental Health Services (192-706010)**: Services range from outpatient treatment and brief crisis response to more intensive residential, skill training, vocational and medication management to adults with chronic mental illness. In addition, County staff investigates petitions related to the Civil Commitment of an alleged mentally ill person.
3. **Children's Human Services (192-706015)**: Children's Human Services (192-706015): Services range from outpatient mental health treatment for children and adolescents to brief mental health crisis services for adolescents.
4. **Alcohol & Drug Services (192-706020)**: Provides prevention and treatment services to youth and adults for alcohol and drug abuse related issues.
5. **Developmental Disability Services (192-706025)**: Provides services for people with developmental disabilities and their families throughout the disabled person's life span. Services include support to families caring for a disabled family member, vocational, residential, transportation, and crisis. All are coordinated for the individual client by the service coordination staff of the department.

Human Services 192-7060

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Human Services Administration	\$ 4,681,043	4,681,043	4,796,920	115,877	2%
Mental Health Services	27,105,377	27,105,377	28,995,292	1,889,915	7%
Children's Human Services	2,806,796	2,806,796	2,390,392	(416,404)	-15%
Alcohol & Drug Services	8,309,841	8,309,841	9,512,712	1,202,871	14%
Developmental Disability Services	7,693,082	7,693,082	9,138,336	1,445,254	19%
Total	50,596,139	50,596,139	54,833,652	4,237,513	8%
by category					
Intergovernmental	45,637,924	45,637,924	49,839,754	4,201,830	9%
Charges for Services	9,000	9,000	9,000	-	0%
Interdepartmental	224,484	224,484	143,196	(81,288)	-36%
Miscellaneous	85,523	85,523	528,600	443,077	518%
Operating Transfers In	1,711,004	1,711,004	2,192,819	481,815	28%
Total Revenues	47,667,935	47,667,935	52,713,369	5,045,434	11%
Personnel Services	8,685,800	8,685,800	10,497,300	1,811,500	21%
Materials & Services	34,235,531	34,235,531	37,373,285	3,137,754	9%
Other	46,028	46,028	48,128	2,100	5%
Interdepartmental	1,300,316	1,300,316	1,535,988	235,672	18%
Operating Transfers Out	4,010,436	4,010,436	3,623,645	(386,791)	-10%
Capital Outlay	49,600	49,600	-	(49,600)	-100%
subtotal	48,327,711	48,327,711	53,078,346	4,750,635	10%
Contingency	2,268,428	2,268,428	1,755,306	(513,122)	-23%
Total Expenditures	50,596,139	50,596,139	54,833,652	4,237,513	8%
Revenues under expenditures	(2,928,204)	(2,928,204)	(2,120,283)	807,921	-28%
Beginning Fund Balance	2,928,204	2,928,204	2,120,283	(807,921)	-28%
Ending Fund Balance \$	-	-	-	-	
FTE's	84.40	93.40	97.99	4.59	5%

Budget Analysis:

Revenues increase \$5,045,434 (11%). Expenditures, excluding Contingency, increase \$4,750,635 (10%). Contingency decreases \$513,122 (23%). Beginning fund balance decreases \$807,921 (28%).

Revenues increase due primarily to state grant dollars, grant carryforward funds, interest income and a \$368,210 transfer of beer and wine tax funds from Human Services HB 2145. Expenditures increase due primarily to Personnel Services of \$1.8 million (21%) and contracted services of \$2.8 million (8%). These increases are offset by decreases in Operating Transfers Out of \$386,791 (10%). A net increase of 4.59 FTE includes 2.00 new FTE and a total of 2.59 FTE transferred from Health Share of Oregon. A total of \$3.6 million will be transferred to Mental Health Crisis Center, of which \$3.3 million comes from state general funds and \$271,942 from the County General Fund.

Beginning fund balance decreases to \$2.1 million. Contingency decreases \$1.8 million and represents funds held in reserve for future allocations. The General Fund transfer increases \$113,605 (7%) to \$1.8 million. These funds are used for mental health services for crisis response, protective service and civil commitment investigations and hearings, a mental health liaison within the jail, the coordination of mental health services with the Juvenile department, child abuse response and evaluation services, and the mental health response team that works with the Sheriff's Office.

Mental Health Services:

Revenues increase \$2.0 million (7%) due to state grant funds and grant carryforward (\$2 million) and an increase in General Fund transfer (\$113,605). Expenditures increase \$1.9 million (7%) due primarily to contracted services (\$1.6 million) and Personnel Services (\$215,104). New investments include start-up and operations funding for a licensed Adult Foster Home in the Baseline house and two supported housing beds for individuals with mental illness who are involved in the criminal justice system.

Children's Human Services:

Revenues decrease \$420,431 (15%) due to state grant and carryforward funds (\$420,431). Expenditures decrease \$416,404 (15%) and reflect the elimination of a \$352,954 transfer made in the prior year to Children, Youth & Families (CYF). Programs relating to treatment and prevention of alcohol and drug dependency for youth and children were consolidated in CYF beginning in fiscal year 2017-18.

Alcohol & Drug Abuse Services:

Revenues increase \$1.2 million (15%) due to a \$368,210 transfer in beer and wine tax funds from Mental Health HB 2145 (194-7070) and state grant carryforward funds. As more individuals obtain health insurance due to the Affordable Care Act (ACA), utilization of state grant funded programs has decreased. The unspent funds are held as grant carryforward and can be used for their designated program activities in future years or will eventually be repaid to the state. Expenditures increase \$1.2 million (14%) due to an increase in professional services and Personnel Services, including a 1.00 FTE Program Coordinator to address the opioid epidemic and expansion of addictions outreach within the crisis program (\$240,000). Approximately \$400,000 of the increase in professional services is expected to fund one to two new Medication Assisted Therapy facilities within Washington County. A transfer of \$200,000 of state general funds to Mental Health Crisis Services will help fund the crisis center.

Developmental Disability Services

Revenues increase \$1.8 million (21%) due to an increase in state grant and state grant carryforward funds. Expenditures increase \$1.4 million (19%) due to the addition of 9.0 FTE added mid-year in the previous fiscal year and a new Behavioral Health Supervisor added in this fiscal year (FY 2018-19) in response to caseload increases generated through expanded service and eligibility criteria

This organization unit receives funds from the Oregon Health Plan (OHP) to provide mental health services to County residents enrolled in the plan. Overall management of the program includes program administration, client services coordination, reporting, quality assurance and oversight of contracted service providers and claims administrators.

1. **OHP Mental Health Org** (193-708005): Provide mental health services to County residents enrolled in the plan.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
OHP Mental Health Org	\$ 5,173,430	5,173,430	5,272,811	99,381	2%
Total	5,173,430	5,173,430	5,272,811	99,381	2%
by category					
Miscellaneous	25,739	25,739	51,000	25,261	98%
Total Revenues	25,739	25,739	51,000	25,261	98%
subtotal					
	-	-	-	-	0%
Contingency	5,173,430	5,173,430	5,272,811	99,381	2%
Total Expenditures	5,173,430	5,173,430	5,272,811	99,381	2%
Revenues under expenditures	(5,147,691)	(5,147,691)	(5,221,811)	(74,120)	1%
Beginning Fund Balance	5,147,691	5,147,691	5,221,811	74,120	1%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$25,261 (98%). Contingency increases \$99,381 (2%). Beginning fund balance increases \$74,120 (1%).

The Oregon Health Plan – Mental Health Program previously provided mental health services to Washington County residents enrolled in the Oregon Health Plan (OHP). Beginning in September 2012, this program was replaced by Health Share of Oregon (HSO) as part of health care transformation efforts. Health Share of Oregon is a separate organization unit and now receives funds from the regional coordinated care organization, HSO, for the provision of OHP mental health services.

State revenue to this fund has ceased entirely. Revenue consists of investment income of \$51,000. Contingency increases to nearly \$5.3 million and represents funds restricted for mental health services which are held in reserve for future appropriations. These funds may be used in the future to help fund a permanent facility for the Hawthorn Walk-In Center.

Mental Health HB 2145 194-7070

Budget Detail

Beer and wine tax revenues are designated by the state to be used for alcohol and drug prevention, treatment and rehabilitation services. The purpose of this organizational unit is to assure that any beer and wine tax revenues received by the County but not fully expended in a given year are set aside to be expended for chemical dependency programs in subsequent years.

1. **Mental Health HB 2145 (194-707005):** This program is to assure that beer and wine tax revenues received from the state, which are not spent during the year, are set aside to be expended for chemical dependency programs in subsequent years.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Mental Health HB 2145	\$ 1,718,427	1,718,427	1,574,390	(144,037)	-8%
Total	1,718,427	1,718,427	1,574,390	(144,037)	-8%
by category					
Operating Transfers In	96,297	96,297	-	(96,297)	-100%
Total Revenues	96,297	96,297	-	(96,297)	-100%
Operating Transfers Out	-	-	368,210	368,210	0%
subtotal	-	-	368,210	368,210	0%
Contingency	1,718,427	1,718,427	1,206,180	(512,247)	-30%
Total Expenditures	1,718,427	1,718,427	1,574,390	(144,037)	-8%
	Revenues under expenditures	(1,622,130)	(1,622,130)	(1,574,390)	47,740 -3%
Beginning Fund Balance	1,622,130	1,622,130	1,574,390	(47,740)	-3%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$96,297 (100%). Contingency decreases \$512,247 (30%). Beginning fund balance decreases \$47,740 (3%).

Beginning fund balance decreases to \$1.6 million as a result of transfers to Human Services in fiscal year 2017-18. No fund transfer of unspent beer and wine taxes is anticipated from Human Services this year, which is a decrease from \$96,297 in the prior year. Instead, a \$368,210 transfer to Human Services is expected.

Contingency decreases to \$1.2 million and represents funds held in reserve for future appropriations.

Health Share of Oregon (HSO) is one of the Coordinated Care Organizations (CCO) created by the state to manage the physical, mental, dental and addictions benefits for Oregon Health Plan members. HSO contracts with Washington County to manage the mental health benefit for its Washington County members. This organization unit replaces the Oregon Health Plan, which was the previous Mental Health Organization agreement with the state for which the County was responsible for similar functions. Health Share of Oregon began operations on September 1, 2012.

1. **Health Share of Oregon (HSO) (195-708505):** This program manages mental health benefit for Oregon Health Plan members in Washington County.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Health Share of Oregon (HSO)	\$ 20,589,757	20,589,757	16,686,085	(3,903,672)	-19%
Total	20,589,757	20,589,757	16,686,085	(3,903,672)	-19%
by category					
Charges for Services	8,803,856	8,803,856	12,265,000	3,461,144	39%
Miscellaneous	50,000	50,000	44,000	(6,000)	-12%
Total Revenues	8,853,856	8,853,856	12,309,000	3,455,144	39%
Personnel Services	2,935,923	2,935,923	3,549,105	613,182	21%
Materials & Services	5,530,917	5,530,917	9,490,176	3,959,259	72%
Other	2,000	2,000	4,300	2,300	115%
Interdepartmental	646,780	646,780	650,376	3,596	1%
Operating Transfers Out	8,237,060	8,237,060	1,237,060	(7,000,000)	-85%
subtotal	17,352,680	17,352,680	14,931,017	(2,421,663)	-14%
Contingency	3,237,077	3,237,077	1,755,068	(1,482,009)	-46%
Total Expenditures	20,589,757	20,589,757	16,686,085	(3,903,672)	-19%
Revenues under Expenditures	(11,735,901)	(11,735,901)	(4,377,085)	7,358,816	-63%
Beginning Fund Balance	11,735,901	11,735,901	4,377,085	(7,358,816)	-63%
Ending Fund Balance \$	-	-	-	-	
FTE's	26.60	35.10	31.81	(3.29)	-9%

Budget Analysis:

Revenues increase \$3,455,144 (39%). Expenditures, excluding Contingency, decrease \$2,421,663 (14%). Contingency decreases \$1,482,009 (46%). Beginning fund balance decreases \$7,358,816 (63%).

The beginning fund balance decreases to \$4.4 million.

FamilyCare, another CCO providing services to residents in Washington County, ceased operations at the end of January 2018. Most FamilyCare members transitioned to Health Share of Oregon, increasing HSO membership by more than 100,000 individuals (45%).

Revenues increase to \$12.3 million due to the closure of FamilyCare. Revenues consist of capitation payments from the CCO for county residents enrolled in Health Share of Oregon (HSO).

Expenditures decrease to \$14.9 million due primarily to Operating Transfers Out for a one-time transfer of \$7.0 million to the Tri-County Risk Reserve in fiscal year 2017-18. This decrease is partially offset by increases in contracted services (\$3.9 million) and Personnel Services (\$613,182) which includes a net increase of 5.41 FTE over the prior year for mental health services and program coordination. These increases in contracted services and staff will allow for the provision of services to more than 100,000 new members who previously received services from FamilyCare.

Contingency to \$1.7million and represents funds held in reserve for future appropriations.

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Aging Services mission is to “create options to maintain the quality of life.” This mission is fulfilled through the development of a comprehensive, coordinated system of services and programs. The department and its advisory councils focus on addressing the concerns of those persons in greatest social and economic need to maximize their ability to live as independently as possible.

1. ***In-Home Services*** (198-752020): Provides home care, personal care, home delivered meals, adult daycare, assisted transportation, medical equipment, home repair and respite care related to Oregon Project Independence (OPI) for older adults.
2. ***Administration*** (198-752025): Provides planning and program coordination, program implementation, maintenance of records; fulfillment of requirements of federal and state rules, regulations, policies and procedures and support to the advisory councils.
3. ***Program Development*** (198-752040): Provides support for existing programs and the development of new services in which utilize service providers, staff and volunteers; including Medicare counseling, options counseling, information and assistance, benefit enrollment, homeless coordination efforts, money management, health promotion training, gatekeeper and a pilot for Oregon Project Independence for clients under 60.
4. ***Older Americans Act/NSIP*** (198-752050): Combines Older American Act (OAA) support services, congregate meals, home delivered meals, disease prevention/health promotion, national family caregiver and elder abuse prevention for budgetary and financial reporting purposes. OAA and nutrition services incentive program include in home supportive services, transportation, home repair, congregate and home delivered meals, elder abuse prevention, outreach, advocacy, minor home repair, and respite care.

Aging Services 198-7520

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
In-Home Services	\$ 985,811	985,811	1,299,380	313,569	32%
Administration	621,795	621,795	745,388	123,593	20%
Program Development	1,219,301	1,219,301	1,561,479	342,178	28%
Older Americans Act/NSIP	1,719,876	1,719,876	1,853,355	133,479	8%
Total	4,546,783	4,546,783	5,459,602	912,819	20%
by category					
Intergovernmental	3,863,374	3,863,374	4,442,433	579,059	15%
Miscellaneous	11,879	11,879	30,700	18,821	158%
Operating Transfers In	328,899	328,899	335,765	6,866	2%
Total Revenues	4,204,152	4,204,152	4,808,898	604,746	14%
Personnel Services	1,579,076	1,579,076	1,749,954	170,878	11%
Materials & Services	2,323,053	2,323,053	2,780,789	457,736	20%
Other	29,919	29,919	6,934	(22,985)	-77%
Interdepartmental	287,572	287,572	262,912	(24,660)	-9%
Operating Transfers Out	-	-	100,000	100,000	0%
subtotal	4,219,620	4,219,620	4,900,589	680,969	16%
Contingency	327,163	327,163	559,013	231,850	71%
Total Expenditures	4,546,783	4,546,783	5,459,602	912,819	20%
Revenues under Expenditures	(342,631)	(342,631)	(650,704)	(308,073)	90%
Beginning Fund Balance	342,631	342,631	650,704	308,073	90%
Ending Fund Balance \$	-	-	-	-	
FTE's	15.30	16.05	17.05	1.00	6%

Budget Analysis:

Revenues increase \$604,746 (14%). Expenditures, excluding Contingency, increase \$680,969 (16%). Contingency increases \$231,850 (71%). Beginning fund balance increases \$308,073 (90%).

Fund balance increases to \$650,704 and is due to efforts to spend down current contracts before use of local revenue, for both programmatic and administrative burden, as allowed and the timing of reimbursements from prior year.

Revenues increase to \$4.8 million due to growth in renewed bi-annual contracts. Older Americans Act (OAA) / Nutrition Services Incentive Program (NSIP) increases \$168,892 (17%) to \$1.9 million. Oregon Project Independence (OPI) increases \$318,397 (32%) to \$1.3 million. OPI Pilot increases \$65,442 (18%). Sequestration was received but not anticipated \$106,049 (100%). These increases are offset by a reduction in Evidence Based funds \$8,802, Care Transition funds (\$35,000) and other minor shifts throughout the organization unit.

Expenditures increase \$680,967 (16%) due to increases in service contracts associated with the increase in budgeted revenue and the addition of a 1.00 FTE Program Communication and Education Specialist.

The Operating Transfer In from the General Fund increases \$6,866 (2%) to \$335,765 to support the Homeless Coordination position added in fiscal year 2016-17.

Mental Health Crisis Services 199-7089

Budget Detail

The Mental Health Crisis Services program is a core component of the safety net system of care managed by the county. This organization unit includes the Hawthorn Walk-In Center, Mental Health Response Team, Crisis Line and Mobile Crisis Team. Services include rapid assessment, crisis stabilization, referral and connection to mental health and addictions treatment for residents of the county.

1. **Mental Health Crisis Services (199-708905):** This program includes costs for the operations of the Hawthorn Walk-in Center and other mental health and addictions crisis services.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Mental Health Crisis Services	\$ 6,606,425	6,606,425	7,558,313	951,888	14%
Total	6,606,425	6,606,425	7,558,313	951,888	14%
by category					
Miscellaneous	7,531	7,531	23,343	15,812	210%
Operating Transfers In	5,092,764	5,092,764	5,200,705	107,941	2%
Total Revenues	5,100,295	5,100,295	5,224,048	123,753	2%
Materials & Services	6,533,934	6,533,934	7,500,576	966,642	15%
Interdepartmental	72,491	72,491	57,737	(14,754)	-20%
subtotal	6,606,425	6,606,425	7,558,313	951,888	14%
Contingency	-	-	-	-	0%
Total Expenditures	6,606,425	6,606,425	7,558,313	951,888	14%
Revenues under Expenditures	(1,506,130)	(1,506,130)	(2,334,265)	(828,135)	55%
Beginning Fund Balance	1,506,130	1,506,130	2,334,265	828,135	55%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$123,753 (2%). Expenditures increase \$951,888 (14%). Beginning fund balance increases \$828,135 (55%).

Revenues consist of \$400,000 from the General Fund, \$3.5 million from Human Services, \$1.2 million from Health Share of Oregon and \$23,343 in interest income.

Expenditures include \$7.5 million in contracted services, operating costs for the Hawthorn Walk-In Center, other crisis services and \$100,000 for contract costs that may occur during fiscal year 2018-19 for tenant improvements, equipment and furnishings

Created in fiscal year 2016-17, the Tri-County Risk Reserve for the Health Share of Oregon (HSO) holds funds reserved for potential repayment to a Coordinated Care Organization of which Washington County is a member. The fund balance represents funds received from HSO in excess of claims paid by the County on behalf of HSO mental health clients.

1. **Tri-County Risk Reserve for HSO (207-708605):** Tri-County Risk Reserve for HSO holds funds reserved for potential repayment to Health Share of Oregon.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Tri-County Risk Reserve for HSO	\$ 10,500,000	10,500,000	10,500,000	-	0%
Total	10,500,000	10,500,000	10,500,000	-	0%
by category					
Operating Transfers In	7,000,000	7,000,000	-	(7,000,000)	-100%
Total Revenues	7,000,000	7,000,000	-	(7,000,000)	-100%
Other	-	-	5,500,000	5,500,000	0%
subtotal	-	-	5,500,000	5,500,000	0%
Contingency	10,500,000	10,500,000	5,000,000	(5,500,000)	-52%
Total Expenditures	10,500,000	10,500,000	10,500,000	-	0%
Revenues under Expenditures	(3,500,000)	(3,500,000)	(10,500,000)	(7,000,000)	200%
Beginning Fund Balance	3,500,000	3,500,000	10,500,000	7,000,000	200%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$7,000,000 (100%). Contingency decreases \$5,500,000 (52%). Beginning fund balance increases \$7,000,000 (200%).

This fund has been funded with transfers from Health Share of Oregon. Revenues decrease to \$0 as no inflows were necessary to bring the fund into compliance with Health Share of Oregon reserve policies. Expenditures increase to \$5.5 million to provide for the possible use of reserve funds by Health Share of Oregon. The remaining fund balance of \$5.0 million is budgeted in Contingency as a reserve for future appropriations.

Emergency Medical Services 208-7010

Budget Detail

Emergency Medical Services (EMS) coordinates ambulance services in Washington County including ambulance and wheelchair car inspections, support to the EMS Policy Board and development of service standards.

- Emergency Medical Service Program (208-701005):** Coordinates ambulance services in Washington County including ambulance and wheelchair car inspections, support to the EMS Policy Board and development of service standards.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Emergency Medical Service Program	\$ 1,807,434	1,807,434	1,594,536	(212,898)	-12%
Total	1,807,434	1,807,434	1,594,536	(212,898)	-12%
by category					
Licenses & Permits	529,585	529,585	541,206	11,621	2%
Charges for Services	3,200	3,200	5,500	2,300	72%
Interdepartmental	1,500	1,500	10,250	8,750	583%
Miscellaneous	43,000	43,000	43,000	-	0%
Total Revenues	577,285	577,285	599,956	22,671	4%
Personnel Services	330,536	330,536	359,690	29,154	9%
Materials & Services	390,793	390,793	625,276	234,483	60%
Other	3,000	3,000	3,000	-	0%
Interdepartmental	95,154	95,154	92,687	(2,467)	-3%
subtotal	819,483	819,483	1,080,653	261,170	32%
Contingency	987,951	987,951	513,883	(474,068)	-48%
Total Expenditures	1,807,434	1,807,434	1,594,536	(212,898)	-12%
Revenues under Expenditures	(1,230,149)	(1,230,149)	(994,580)	235,569	-19%
Beginning Fund Balance	1,230,149	1,230,149	994,580	(235,569)	-19%
Ending Fund Balance \$	-	-	-	-	
FTE's	2.60	2.60	2.60	-	0%

Budget Analysis:

Revenues increase \$22,671 (4%). Expenditures, excluding Contingency, increase \$261,170 (32%). Contingency decreases \$474,068 (48%). Beginning fund balance decreases \$235,569 (19%).

Revenues increase due to small increases in EMS license and franchise fees. Expenditures increase due primarily to software consultant fees (\$100,000) and software licenses and implementation (\$138,000).

Contingency decreases to \$513,883 and represents funds held in reserve for future appropriations.

The Department of Housing Services manages County and Housing Authority housing programs. Housing Authority programs are managed under the terms of an intergovernmental agreement between the County and the Authority. In accordance with that agreement, funding is provided by the Housing Authority.

1. **Housing Administration** (218-651005): Includes staff and operating costs associated with the administration of the Department's Continuum of Care and Homeless programs, and the Housing Authority's Low Rent Public Housing, Section 8 Program, Local Fund and Affordable Housing portfolio. This was separated from General Maintenance to allocate costs appropriately.
2. **Maintenance** (218-651010): Includes staff and operating costs associated with the administration of the Department's Continuum of Care and Homeless programs, and the Housing Authority's Low Rent Public Housing, Section 8 Program, Local Fund and Affordable Housing portfolio. This was separated from General Administration to allocate costs appropriately.
3. **Continuum of Care-Shelter Plus Care** (218-651025): Includes HUD funds for use by local providers of services to the homeless. Funds will be provided to local project sponsors, over multi-year periods, to fund support services, operating costs and other eligible expenses. This was separated from Continuum of Care-Supportive Housing because it has a different Administrative allocation by HUD.
4. **Continuum of Care-Supportive Housing** (218-651030): Includes HUD funds for use by local providers of services to the homeless. Funds will be provided to local project sponsors, over multi-year periods, to fund support services, operating costs and other eligible expenses. This was separated from Continuum of Care-Shelter because it has a different Administrative allocation by HUD.
5. **Homeless Programs** (218-651035): Includes HUD and General Funds for administration of County homeless programs, including the Ten-Year Plan to End Homelessness, the Homeless-to-Work project and Bridges to Housing.

Housing Services 218-6510

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Housing Administration	\$ 4,210,451	4,210,451	4,356,517	146,066	3%
Maintenance	421,690	421,690	428,212	6,522	2%
Continuum of Care-Shelter Plus Care	2,390,808	2,390,808	2,511,012	120,204	5%
Continuum of Care-Supportive Housing	1,019,983	1,019,983	1,359,983	340,000	33%
Homeless Programs	1,337,863	1,337,863	1,665,005	327,142	24%
Total	9,380,795	9,380,795	10,320,729	939,934	10%
by category					
Intergovernmental	3,464,714	3,464,714	3,875,537	410,823	12%
Miscellaneous	4,586,588	4,586,588	4,784,729	198,141	4%
Operating Transfers In	1,073,141	1,073,141	1,365,192	292,051	27%
Total Revenues	9,124,443	9,124,443	10,025,458	901,015	10%
Personnel Services	3,890,676	3,890,676	3,975,368	84,692	2%
Materials & Services	974,902	974,902	1,011,149	36,247	4%
Other	3,368,080	3,368,080	3,779,167	411,087	12%
Interdepartmental	570,507	570,507	629,777	59,270	10%
Operating Transfers Out	362,919	362,919	573,609	210,690	58%
subtotal	9,167,084	9,167,084	9,969,070	801,986	9%
Contingency	213,711	213,711	351,659	137,948	65%
Total Expenditures	9,380,795	9,380,795	10,320,729	939,934	10%
Revenues under Expenditures	(256,352)	(256,352)	(295,271)	(38,919)	15%
Beginning Fund Balance	256,352	256,352	295,271	38,919	15%
Ending Fund Balance \$	-	-	-	-	
FTE's	37.00	37.00	38.80	1.80	5%

Budget Analysis:

Revenues increase \$901,015 (10%). Expenditures, excluding Contingency, increase \$801,986 (9%). Contingency increases \$137,948 (65%). Beginning fund balance increases \$38,919 (15%).

Intergovernmental revenues, from the US Department of Housing and Urban Development (HUD) for the Homeless and Continuum of Care programs (CoC), are estimated to increase \$410,823 (12%).

Miscellaneous revenues, which are charges to other Department of Housing Services programs and the Housing Authority, increase \$198,141 (4%) to reflect expenditure increases in the Housing Services General Administrative program.

Operating Transfers In is budgeted to increase \$292,501 (27%) resulting from a \$222,484 increase in operating support from the General Fund. The increase will support a 1.00 FTE Housing Controller added in fiscal year 2017-18, chronic health case manager, homeless to work (bridges to change) and program administration.

Personnel Services increases \$84,692 (2%).

Other increases for additional HUD grants awarded to the Continuum of Care programs and the Clover Court construction.

Operating Transfers Out increases \$210,690 (58%), due in part, to a transfer from the Homeless program to the Continuum of Care program for 25% matching funds

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This organization unit houses revenues and expenditures for the HOME Investment Partnership Program. The U.S. Department of Housing and Urban Development (HUD) provides HOME funds to the County.

1. **HOME Administration (220-902005)**: This program ensures federal application criteria are met; citizens are informed; technical assistance is available to potential sponsors; provides planning, program and activity design; and assures accountability and control of HUD funds.
2. **Project Administration (220-902010)**: This program accounts for the expenditure of HOME development, predevelopment, and operating support to assist in the development of affordable home ownership and rental housing. The HOME program is essentially an affordable housing block grant program.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
HOME Administration	\$ 212,140	212,140	258,500	46,360	22%
Project Administration	3,211,030	3,211,030	3,371,884	160,854	5%
Total	3,423,170	3,423,170	3,630,384	207,214	6%
by category					
Intergovernmental	3,423,170	3,423,170	3,111,251	(311,919)	-9%
Miscellaneous	-	-	519,133	519,133	0%
Total Revenues	3,423,170	3,423,170	3,630,384	207,214	6%
Personnel Services	137,011	137,011	186,478	49,467	36%
Materials & Services	55,747	55,747	47,460	(8,287)	-15%
Other	3,211,030	3,211,030	3,371,884	160,854	5%
Interdepartmental	19,382	19,382	24,562	5,180	27%
subtotal	3,423,170	3,423,170	3,630,384	207,214	6%
Contingency	-	-	-	-	0%
Total Expenditures	3,423,170	3,423,170	3,630,384	207,214	6%
Revenues under Expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	
FTE's	1.17	1.17	1.17	-	0%

Budget Analysis:

Revenues increase \$207,214 (6%). Expenditures increase \$207,214 (6%).

Due to the federal government's late budget approval, Washington County will not know its HOME allocation until close to fiscal year-end. The proposed budget is based on a status quo HOME allocation. Despite a stable estimated allocation, the HOME budget reflects an increase due to less project carry forward funds offset by an increase in program income

This organization unit houses revenues and expenditures for the Air Quality Funds. The County Board of Commissioners approved the Air Quality Fund on February 2, 2016. The Wood Smoke Reduction program is part of a comprehensive public/private partnership as well as an interdepartmental effort to reduce wood smoke particulate matter emissions throughout Washington County

1. **Wood Smoke Reduction** (244-903005): The goal of this program to reduce particulate matter emissions related to wood smoke throughout Washington County. Funds will support administrative costs as well as project delivery costs.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Wood Smoke Reduction	\$ 1,224,173	1,224,173	1,312,956	88,783	7%
Total	1,224,173	1,224,173	1,312,956	88,783	7%
by category					
Intergovernmental	75,000	75,000	75,000	-	0%
Miscellaneous	500,000	500,000	500,000	-	0%
Operating Transfers In	259,793	259,793	260,479	686	0%
Total Revenues	834,793	834,793	835,479	686	0%
Personnel Services	128,934	128,934	136,810	7,876	6%
Materials & Services	19,404	19,404	21,198	1,794	9%
Other	1,054,173	1,054,173	1,127,111	72,938	7%
Interdepartmental	21,662	21,662	27,837	6,175	29%
subtotal	1,224,173	1,224,173	1,312,956	88,783	7%
Contingency	-	-	-	-	0%
Total Expenditures	1,224,173	1,224,173	1,312,956	88,783	7%
Revenues under Expenditures	(389,380)	(389,380)	(477,477)	(88,097)	23%
Beginning Fund Balance	389,380	389,380	477,477	88,097	23%
Ending Fund Balance \$	-	-	-	-	
FTE's	1.30	1.30	1.30	-	0%

Budget Analysis:

Expenditures increase \$88,783 (7%). Beginning fund balance increases \$88,097 (23%).

Fiscal year 2018-19 will be the third full year of operations for this fund.

The Office of Community Development administers two program components that focus on the physical replacement of less efficient, higher particulate-producing equipment. The two components include: 1) a wood stove change out program that will replace older, less efficient wood stoves with more efficient wood stoves or other efficient heating devices and 2) a rebate program where a household may receive a rebate incentive to purchase and install approved equipment through an approved vendor. The overarching goal is to reduce particulate matter (PM) 2.5 emissions over time.

The proposed budget reflects the fourth installment of Gain Share funds, anticipated revenues from public and private partnerships, as well as carry forward funds from fiscal year 2017-18 year.

Expenditures increase \$88,783 (7%) for carry forward funding into fiscal year 2018-19 as well as additional revenues described above. Personnel Services increase \$7,876 (6%) due to salaries, retirement costs and health benefits.

A fund balance of \$477,477 from carry forward funding results in higher expenditures to revenue

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Culture, Education & Recreation



- Parks100-3560
- Extention Services100-9510
- Metzger Park162-3560
- Cooperative Library Services184-9710
- West Slope Library185-9710
- County Fair Complex200-9810
- Transient Lodging Tax240-1655

CULTURE, EDUCATION & RECREATION

BUDGET OVERVIEW

Culture, Education & Recreation provides programs and facilities for all people who live, work, study and play in Washington County.

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Parks	\$ 1,198,815	1,198,815	1,287,725	88,910	7%
Extension Services	493,635	493,635	515,258	21,623	4%
Metzger Park	141,930	235,175	147,089	(88,086)	-37%
subtotal - Parks	1,834,380	1,927,625	1,950,072	22,447	1%
Cooperative Library Services	41,190,826	41,299,145	43,660,350	2,361,205	6%
West Slope Library	1,321,967	1,321,967	1,383,753	61,786	5%
subtotal - Libraries	42,512,793	42,621,112	45,044,103	2,422,991	6%
County Fair Complex	4,296,477	4,296,477	4,761,745	465,268	11%
Transient Lodging Tax	5,064,636	5,064,636	5,194,370	129,734	3%
subtotal - Other	9,361,113	9,361,113	9,956,115	595,002	6%
Totals	53,708,286	53,909,850	56,950,290	3,040,440	6%
General Fund	1,692,450	1,692,450	1,802,983	110,533	7%
Special Funds	52,015,836	52,217,400	55,147,307	2,929,907	6%
Totals \$	53,708,286	53,909,850	56,950,290	3,040,440	6%
FTE's	56.35	56.35	56.85	0.50	1%

CULTURE, EDUCATION & RECREATION

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Taxes	\$ 18,467,765	18,498,036	19,085,633	587,597	3%
Intergovernmental	516,811	594,859	602,944	8,085	1%
Charges for Services	1,155,520	1,155,520	1,476,900	321,380	28%
Miscellaneous	834,600	834,600	796,810	(37,790)	-5%
Operating Transfers In	20,615,514	20,615,514	21,489,178	873,664	4%
Total Revenues	41,590,210	41,698,529	43,451,465	1,752,936	4%
Personnel Services	6,042,807	6,042,807	6,407,802	364,995	6%
Materials & Services	34,695,429	34,803,748	36,265,813	1,462,065	4%
Other	866,183	866,183	1,206,949	340,766	39%
Interdepartmental	559,756	559,756	645,338	85,582	15%
Operating Transfers Out	833,071	833,071	865,981	32,910	4%
Capital Outlay	617,600	710,845	1,236,300	525,455	74%
subtotal	43,614,846	43,816,410	46,628,183	2,811,773	6%
Contingency	10,093,440	10,093,440	10,322,107	228,667	2%
Total Expenditures	53,708,286	53,909,850	56,950,290	3,040,440	6%
Revenues under Expenditures	(12,118,076)	(12,211,321)	(13,498,825)	(1,287,504)	11%
General Fund Subsidy	662,150	662,150	793,983	131,833	20%
	11,455,926	11,549,171	12,704,842	1,155,671	10%
Ending Fund Balances \$	-	-	-	-	

This organization unit is responsible for the operation and maintenance of County Parks.

- Parks (100-356005):** This program coordinates the activities related to management, maintenance and staffing for the following parks:

Scoggins Valley Park/Henry Hagg Lake is owned by the U.S. Bureau of Reclamation and maintained and operated by Washington County. The 2,581 acre park features provides a wide range of passive recreation options including picnicking and wildlife viewing, and encourages active recreation activities such as bank fishing, disc golf and hiking or biking on the 14-mile long trail around the lake. Scoggins Valley Park is home to Henry Hagg Lake 1,132 acre reservoir where people can fish, boat, swim, kayak, canoe, or enjoy other types of water-based recreation.

Eagle Landing Park is a half-acre parcel on the banks of the Tualatin River south of Hillsboro and west of the community of Scholls. This Park was established through a public/private partnership involving a local Boy Scout Eagle Scout project, which informed the name of the park. The park has a parking lot that can accommodate a dozen cars and hosts a few modest amenities including a picnic table and river interpretation signage. The park's primary function is to act as a put-in and take out site for the public to launch non-motorized watercraft such as kayaks and canoes.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Parks	\$ 1,198,815	1,198,815	1,287,725	88,910	7%
Total	1,198,815	1,198,815	1,287,725	88,910	7%
by category					
Intergovernmental	422,000	422,000	422,000	-	0%
Charges for Services	600,000	600,000	585,000	(15,000)	-3%
Miscellaneous	8,300	8,300	2,000	(6,300)	-76%
Total Revenues	1,030,300	1,030,300	1,009,000	(21,300)	-2%
Personnel Services	759,653	759,653	839,112	79,459	10%
Materials & Services	390,075	390,075	403,686	13,611	3%
Other	32,487	32,487	38,627	6,140	19%
Capital Outlay	16,600	16,600	6,300	(10,300)	-62%
Total Expenditures	1,198,815	1,198,815	1,287,725	88,910	7%
General Fund Subsidy \$	168,515	168,515	278,725	110,210	65%
FTE's	8.00	8.00	8.00	-	0%

Budget Analysis:

Revenues decrease \$21,300 (2%). Expenditures increase \$88,910 (7%). General Fund subsidy increases \$110,210 (65%).

The proposed budget focuses on modestly increasing resources necessary to 1) maintain and repair existing infrastructure and amenities 2) improve service levels to accommodate an increasing number of visitors and 3) focus on water safety and public education initiatives. Parks staff continues to partner with federal, state and local government agencies, as well as various other stakeholders to ensure quality management, maintenance and appropriate planning and development of the park.

Parks revenue decreases due to a change in special event cost from 15% to 10% of the gross revenue. This was done in response to a market analysis that indicated the fee was out of line with those charged by similar venues. The lower rate will ideally prevent the loss of current events and make the park more enticing to prospective events. In addition, the Scoggins Valley Park concessionaire is in transition; a reduction of \$6,300 in revenue is estimated.

Expenditure increases are primarily in Personnel Services of \$79,459 (10%) due to salaries, retirement costs, health benefits and the conversion of a half-time variable hour Park Ranger to a 1.00 FTE Park Ranger for operations and maintenance support for program areas such as rule enforcement and tree and trail maintenance programs.

Materials & Services increases of \$13,611 (3%) due to enhanced focus on training, greater fleet internal charges, and a modest increase to the general supply budget. With regard to training, four staff members will be attending the Pacific NW Resource Management School; this effort will result in a comprehensive resource management plan for the park system.

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Extension Services 100-9510

Budget Detail

This organization unit provides for the County funding contributions from the General Fund to Oregon State University (OSU) and Washington County Extension Service. These resources support multiple community programs including Agriculture; Family and Community Development (Home Economics); Forestry Wood Products and 4-H Youth Development.

1. **Agricultural Extension (100-951005):** Oregon State University Extension Services delivers research-based objective information to help Oregonians solve problems, develop leadership and manage resources wisely.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Agricultural Extension	\$ 493,635	493,635	515,258	21,623	4%
Total	493,635	493,635	515,258	21,623	4%
by category					
Total Revenues	-	-	-	-	0%
Materials & Services	140,800	140,800	148,310	7,510	5%
Other	352,835	352,835	366,948	14,113	4%
Total Expenditures	493,635	493,635	515,258	21,623	4%
General Fund Subsidy \$	493,635	493,635	515,258	21,623	4%

Budget Analysis:

Expenditures increase \$21,623 (4%). General Fund subsidy increases \$21,623 (4%).

County funds support a 3.00 FTE employed by OSU Extension Service, specialized program support (e.g., Master Gardeners, Food Systems), supplies and facility costs. Expenditures increase due primarily to program expenses (\$14,113) and facility-related costs for the newly leased education center (\$7,510). The proposed budget maintains current service levels.

Metzger Park 162-3560

Budget Detail

The Metzger Park Local Improvement District (LID) fund provides park maintenance, repair and oversight of facilities and programs at Metzger Park, a seven acre, fully accessible park in urbanized, unincorporated Washington County north of Tigard. Amenities include play structures, sports courts, open lawn, natural areas and the Patricia D. Whiting Metzger Park Hall. Funding is primarily derived from assessments applied to properties within the LID boundaries and rental income.

1. **Metzger Park (162-356010):** This program coordinates the activities related to management, operations and maintenance of Metzger Park.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Metzger Park	\$ 141,930	235,175	147,089	(88,086)	-37%
Total	141,930	235,175	147,089	(88,086)	-37%
by category					
Miscellaneous	106,828	106,828	106,828	-	0%
Total Revenues	106,828	106,828	106,828	-	0%
Personnel Services	48,088	48,088	35,318	(12,770)	-27%
Materials & Services	53,500	53,500	53,500	-	0%
Other	170	170	170	-	0%
Interdepartmental	5,500	5,500	5,500	-	0%
Capital Outlay	-	93,245	-	(93,245)	-100%
subtotal	107,258	200,503	94,488	(106,015)	-53%
Contingency	34,672	34,672	52,601	17,929	52%
Total Expenditures	141,930	235,175	147,089	(88,086)	-37%
Revenues under Expenditures	(35,102)	(128,347)	(40,261)	88,086	-69%
Beginning Fund Balance	35,102	128,347	40,261	(88,086)	-69%
Ending Fund Balance \$	-	-	-	-	-
FTE's	0.20	0.20	0.20	-	0%

Budget Analysis:

Expenditures, excluding Contingency, decrease \$106,015 (53%). Contingency increases \$17,929 (52%). Beginning fund balance decreases \$88,086 (69%).

Park staff continues to work with the Metzger Park Local Improvement District Advisory Board and other stakeholders to identify key goals and objectives for the park's operation, maintenance and improvement. A Metzger Park Management Plan has recently been developed and will inform future revenue and expenditures.

The County's objectives in managing Metzger Park include: 1) maintaining the Park at a quality and standard consistent with the expectations of LID members and industry best practices; 2) ensuring that the Patricia D. Whiting Hall and other park amenities are accessible and available to LID members; 3) making the Patricia D. Whiting Hall available to renters to generate supplemental revenue; 4) ensuring that necessary resources are set aside for park improvements and major maintenance projects; 5) ensuring that park patrons, buildings and grounds remain safe and secure and 6) managing the LID in a fiscally responsible, transparent and accountable manner.

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Washington County Cooperative Library Services (WCCLS) coordinates, contracts for, and provides a full range of library services to all residents of the County. WCCLS operated on fixed-rate serial levies until fiscal year 1998-99, but with the passage of Measures 47 and 50, its tax rate was combined with the County's permanent tax rate and now receives the majority of its funding as a Transfer from the County's General fund. In November 2006 voters provided additional funding for WCCLS with the passage of a four-year Library Local Option Levy of \$0.17 per \$1,000 of assessed value, which was renewed by voters in 2010. In November 2015 voters approved an increased levy of \$0.22 per \$1,000 of assessed value for five years (through FY 2020-21). The levy is estimated to generate \$13.6 million annually and provides approximately 40% of WCCLS funding.

1. ***Collections & Adult Services*** (184-971005): Provides training and leadership for member libraries regarding the provision of reference and patron services for adults, and support for countywide adult reading programs. Coordinates subscriptions to electronic resources (such as full-text articles, research databases, online learning tools and downloadable media such as e-books) available through WCCLS.org. Locates/borrows materials from outside the County for libraries and County government.
2. ***Cooperative Library Administration & Contracts*** (184-971010): Manages centrally-provided support services for member libraries and coordinates activities of the Cooperative membership including strategic planning for services, and publicity and promotion of countywide services. Manages WCCLS fiscal resources. Contracts with nine cities and three non-profit associations to provide countywide public library access for all residents. WCCLS manages one public library, West Slope Community Library, which is in Fund 185. Contracts with neighboring counties to provide reciprocal free access to public libraries in the Portland metropolitan area for Washington County residents; arranges other reciprocal use of libraries across Oregon. Program also provides staff support for the Cultural Coalition of Washington County. This program is housed in the WCCLS Administrative Offices in Hillsboro.
3. ***Automation*** (184-971020): Manages automated circulation, public access catalog and acquisitions software for 15 public libraries, two special libraries and Outreach. Provides centralized internet access, public Wi-Fi, cataloging, database authority control, hardware, software and auxiliary technologies, and provides technical and content support for libraries seven days per week. Provides access to remote electronic databases for public use via WCCLS.org and provides technical and creative management for the Cooperative's website and social media outlets. This program is housed in the WCCLS Administrative Offices in Hillsboro.
4. ***Outreach*** (184-971025): This program provides library service to special populations in Washington County. This includes: centralized mail delivery of library materials for individuals who are homebound and cannot get to a public library; outreach to the Spanish-speaking community and residents who speak other non-English languages; outreach to children and youth including early literacy and pre-literacy support for libraries, parents and care-givers; support for the jail inmate library (County Jail); and leadership and support for countywide youth and teen services activities such as summer reading programs. Provides an array of print information for public distribution through member libraries; provides translations of information for member libraries to languages other than English. Outreach will co-locate with the Courier program in Spring 2018 in leased space near the Hillsboro Airport.
5. ***Courier*** (184-971030): Provides daily delivery of library materials between member libraries utilizing three delivery trucks. Contracts to link Washington County libraries with other libraries in Oregon and Washington for inter-library ground courier delivery. Mails books to out-of-county borrowers (interlibrary loans). Courier is relocating in March 2018 to expanded leased warehouse space near the Hillsboro Airport and will be co-located with the Outreach Program.

Cooperative Library Services 184-9710

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Collections & Adult Services	\$ 2,364,570	2,364,570	2,540,250	175,680	7%
Cooperative Library Administration & Contracts	33,350,644	33,380,915	35,553,024	2,172,109	7%
Automation	3,398,532	3,398,532	3,444,043	45,511	1%
Outreach	1,092,584	1,170,632	1,301,841	131,209	11%
Courier	984,496	984,496	821,192	(163,304)	-17%
Total	41,190,826	41,299,145	43,660,350	2,361,205	6%
by category					
Taxes	13,139,610	13,169,881	13,698,043	528,162	4%
Intergovernmental	42,018	120,066	125,051	4,985	4%
Charges for Services	6,720	6,720	5,000	(1,720)	-26%
Miscellaneous	201,119	201,119	235,736	34,617	17%
Operating Transfers In	19,782,443	19,782,443	20,623,197	840,754	4%
Total Revenues	33,171,910	33,280,229	34,687,027	1,406,798	4%
Personnel Services	3,596,318	3,596,318	3,929,012	332,694	9%
Materials & Services	28,143,428	28,251,747	29,407,862	1,156,115	4%
Interdepartmental	309,874	309,874	409,895	100,021	32%
Operating Transfers Out	833,071	833,071	865,981	32,910	4%
Capital Outlay	471,000	471,000	200,000	(271,000)	-58%
subtotal	33,353,691	33,462,010	34,812,750	1,350,740	4%
Contingency	7,837,135	7,837,135	8,847,600	1,010,465	13%
Total Expenditures	41,190,826	41,299,145	43,660,350	2,361,205	6%
Revenues under Expenditures	(8,018,916)	(8,018,916)	(8,973,323)	(954,407)	12%
Beginning Fund Balance	8,018,916	8,018,916	8,973,323	954,407	12%
Ending Fund Balance \$	-	-	-	-	
FTE's	32.50	32.50	34.00	1.50	5%

Budget Analysis:

Revenues increase \$1,406,798 (4%). Expenditures, excluding Contingency, increase \$1,350,740 (4%). Contingency increases \$1,010,465 (13%). Beginning fund balance increases \$954,407 (12%).

The budget for fiscal year 2018-19 includes both increased revenues and expenditures for WCCLS programs reflecting priorities from the passage of the 2016-17 to 2020-21 Local Option Levy.

Revenues from the Library Local Option Levy (current property axes) and the General Fund (Operating Transfer In) are estimated to increase over 4%, reflecting the projected increases in the countywide assessed value.

Personnel Services increase \$332,694 (9%) due to the addition of a 1.00 FTE, retirement costs and health benefits.

Materials & Services increase \$1,156,115 (4%) due to distributions to member libraries, planned spending for e-content and popular print materials to meet patron demand, upgrades and replacement of central computing hardware and software and additional equipment and licensing to support planned member library expansions.

Capital Outlay decreases \$271,000 (58%) as the purchase of automated materials handling equipment for the central courier warehouse has now been completed.

This organization unit provides public library service for County residents in the unincorporated West Slope/Raleigh Hills area including circulation of library materials, basic reference service, adult and children's programs. West Slope revenue comes primarily from the funding distribution formula included in the Public Library Services Agreement approved by the Board. The remainder of West Slope's revenues is generated by fines, fees and local fundraising.

West Slope Community Library was founded in 1950 by the Century Club for Women. First located in space donated by a local bank, in 1974 the library moved to a park district building in front of Raleigh Park Elementary School. In 1978 voters approved a levy for WCCLS which included funds for a 3,000 square foot modular building and the library to be administrated by Washington County. Since 1998 the library has added an additional 3,000 square feet.

1. **West Slope (185-971015):** Provides financial accounting for the activities related to this specific branch of the Cooperative Library Services organization. West Slope Community Library provides public library service in the Raleigh Park area of Washington County. Funding is allocated from WCCLS through the same distribution process used for all member libraries.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
West Slope	\$ 1,321,967	1,321,967	1,383,753	61,786	5%
Total	1,321,967	1,321,967	1,383,753	61,786	5%
by category					
Intergovernmental	2,793	2,793	2,893	100	4%
Miscellaneous	23,700	23,700	27,220	3,520	15%
Operating Transfers In	833,071	833,071	865,981	32,910	4%
Total Revenues	859,564	859,564	896,094	36,530	4%
Personnel Services	727,946	727,946	743,510	15,564	2%
Materials & Services	183,610	183,610	193,510	9,900	5%
Other	500	500	300	(200)	-40%
Interdepartmental	66,916	66,916	76,953	10,037	15%
subtotal	978,972	978,972	1,014,273	35,301	4%
Contingency	342,995	342,995	369,480	26,485	8%
Total Expenditures	1,321,967	1,321,967	1,383,753	61,786	5%
Revenues under Expenditures	(462,403)	(462,403)	(487,659)	(25,256)	5%
Beginning Fund Balance	462,403	462,403	487,659	25,256	5%
Ending Fund Balance \$	-	-	-	-	
FTE's	6.00	6.00	6.00	-	0%

Budget Analysis:

Revenues increase \$36,530 (4%). Expenditures, excluding Contingency, increase \$35,301 (4%). Contingency increases \$26,485 (8%). Beginning fund balance increases \$25,256 (5%).

The primary revenue source is a transfer from the Cooperative Library Administration & Contracts program based on distributions contained in the Public Library Services Agreement which increases \$32,910 (4%). Other revenue increases \$3,620 (14%).

Personnel Services increase \$15,564 (2%) due to salaries, retirement costs and health benefit. Staffing levels remain unchanged.

County Fair Complex 200-9810

Budget Detail

The nearly 100-acres owned by Washington County where the annual County Fair event takes place. In addition to the County Fair, the Fair Complex hosts a variety of events throughout the year. The County oversees the management of the Fairgrounds; during the period of the annual County Fair, the Fair Board, appointed by the Board of Commissioners, operates under the Fair and Fairgrounds Agreement to oversee the use of the Fairgrounds and provides fiscal and operational oversight on production of the Fair.

- Fair Complex Operations & Interim Rentals (200-981005):** This program accounts for all activities and events held at the Fairgrounds except for the annual County Fair, which is housed in its own program. The Fairgrounds, also called the Fair Complex, is the venue for a variety of community events and private functions.
- Annual County Fair (200-981010):** This program accounts for all the activities associated with the annual County Fair that are planned, prepared and produced under the direction of the Fair Board.
- Fair Complex Capital Improvements (200-981030):** This program accounts for Capital Improvements Maintenance Plan projects and other major facility needs.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Fair Complex Operations & Interim Rentals	\$ 2,897,379	2,897,379	1,877,237	(1,020,142)	-35%
Annual County Fair	1,399,098	1,399,098	1,809,508	410,410	29%
Fair Complex Capital Improvements	-	-	1,075,000	1,075,000	0%
Total	4,296,477	4,296,477	4,761,745	465,268	11%
by category					
Taxes	1,642,456	1,642,456	1,589,604	(52,852)	-3%
Intergovernmental	50,000	50,000	53,000	3,000	6%
Charges for Services	548,800	548,800	886,900	338,100	62%
Miscellaneous	481,000	481,000	411,200	(69,800)	-15%
Total Revenues	2,722,256	2,722,256	2,940,704	218,448	8%
Personnel Services	910,802	910,802	860,850	(49,952)	-5%
Materials & Services	749,380	749,380	864,575	115,195	15%
Other	480,191	480,191	800,904	320,713	67%
Interdepartmental	147,466	147,466	152,990	5,524	4%
Capital Outlay	130,000	130,000	1,030,000	900,000	692%
subtotal	2,417,839	2,417,839	3,709,319	1,291,480	53%
Contingency	1,878,638	1,878,638	1,052,426	(826,212)	-44%
Total Expenditures	4,296,477	4,296,477	4,761,745	465,268	11%
Revenues under Expenditures	(1,574,221)	(1,574,221)	(1,821,041)	(246,820)	16%
Beginning Fund Balance	1,574,221	1,574,221	1,821,041	246,820	16%
Ending Fund Balance \$	-	-	-	-	
FTE's	9.65	9.65	8.65	(1.00)	-10%

Budget Analysis:

Revenues increase \$218,448 (8%). Expenditures, excluding Contingency, increase \$1,291,480 (53%). Contingency decreases \$826,212 (44%). Beginning fund balance increases \$246,820 (16%).

In addition to the ongoing program budgets for Fair Complex Operations and the Annual County Fair, this organization unit includes a new program budget this year for Capital Improvements. Funds are fully appropriated in this new program budget (\$1,075,000), rather than in Contingency as in previous years, in order to meet emerging or unexpected facility needs. This change accounts for a majority of the overall expenditure increase and for the associated drop in Contingency for this organization unit. Creation of a Capital Improvements program budget will enhance the ability to plan for current and future capital improvements and major facility maintenance needs as the Fairgrounds Advisory Committee launches a process to update the Fair Complex's 2008 master plan.

Fair Complex Operations & Interim Rentals:

Revenue decreases \$196,000 (17%) due primarily to a slight drop in projected Transient Lodging Tax revenue (\$47,000) and loss of rental income from the Main Exhibit Hall (\$150,000). Expenditures, excluding contingency, decrease \$194,000 (19%) due to Personnel Services (\$44,000) to reflect decreased workload from loss of the Main Exhibit Hall and Materials & Services \$55,000 (23%) due primarily from a drop in related operational costs. The anticipated net loss from the Main Exhibit Hall, after operational cost reductions (e.g., utilities, phones, staff), is \$36,000. Capital Outlay decreases \$100,000 because these expenditures have shifted to the new Capital Improvements program budget. Contingency decreases to just over \$1 million and represents funds held in reserve for future and unanticipated needs in this organization unit.

Annual County Fair:

Revenue increases \$414,000 (30%) due primarily to an increase in the number and type of concerts offered this year and the continued annual growth in carnival and food/beverage revenue. Expenditures increase \$374,000 (27%) for associated concert growth and for the cost of equipment (e.g., generators, tents) to compensate for outdated infrastructure. The 2018 Washington County Fair is anticipated to draw over 125,000 attendees and will feature family entertainment, big name concerts, livestock shows and fair food.

Capital Improvements:

Expenditures in this new program budget include \$75,000 for professional services to support the Master Plan update process and \$1 million in Capital Outlay for major capital improvement projects based on the Maintenance Plan and other emerging or unexpected major facility needs.

This fund accounts for the Transient Lodging Tax which is a tax collected from lodging guests (daily or weekly renters at hotels, motels and other lodgings establishments). This tax was created in 1972. Effective July 1, 2006 the tax rate within Washington County increased to 9%. Of the total tax collected, 5% is returned to the lodging operators, on-line travel companies and Airbnb as a service fee for collection expenses.

The balance of the tax is distributed as follows: 26% to the Washington County Visitors Association, 28% to the Washington County General Fund, 11% to the Washington County Fair Complex, 7% to the Event Center and 28% is split amongst the cities within Washington County.

This organization unit houses those revenues generated by lodging tax that is tourism-dedicated (33% of total). The following programs reflect the County's expanded role in facilitating tourism development:

1. **Targeted Tourism (240-165505)**: This Program houses revenues from the two-ninths lodging tax increment approved by voters in 2006. These funds must be used consistent with the definitions of "tourism facilities" and "tourism promotion" as put forth in state law.
2. **Flexible Tourism (240-165510)**: This program houses revenues from the one-ninth lodging tax increment approved by voters in 1985. The County or its agents retain broad discretion to determine the specific uses for these funds.

Transient Lodging Tax 240-1655

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Targeted Tourism	\$ 3,896,371	3,896,371	3,941,086	44,715	1%
Flexible Tourism	1,168,265	1,168,265	1,253,284	85,019	7%
Total	5,064,636	5,064,636	5,194,370	129,734	3%
by category					
Taxes	3,685,699	3,685,699	3,797,986	112,287	3%
Miscellaneous	13,653	13,653	13,826	173	1%
Total Revenues	3,699,352	3,699,352	3,811,812	112,460	3%
Materials & Services	5,034,636	5,034,636	5,194,370	159,734	3%
Interdepartmental	30,000	30,000	-	(30,000)	-100%
subtotal	5,064,636	5,064,636	5,194,370	129,734	3%
Contingency	-	-	-	-	0%
Total Expenditures	5,064,636	5,064,636	5,194,370	129,734	3%
Revenues under Expenditures	(1,365,284)	(1,365,284)	(1,382,558)	(17,274)	1%
Beginning Fund Balance	1,365,284	1,365,284	1,382,558	17,274	1%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

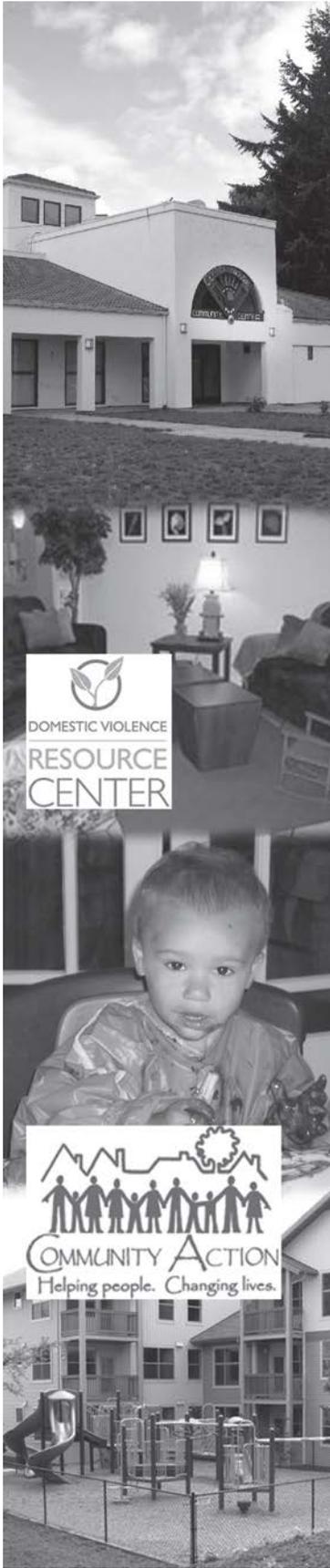
Revenues increase \$112,460 (3%). Expenditures increase \$129,734 (3%). Beginning fund balance increases \$17,274 (1%).

Despite new hotels and higher per night rate charges the revenue growth rate has slowed when compared to the last several years. Fiscal year 2017-18 revenues are anticipated to be 7% higher than FY 2016-17. The 2017-18 budget was prepared using a 10% revenue growth assumption; the 2018-19 budget reflects a 3% growth assumption over the prior year budget.

The distribution to WCVA is anticipated to be approximately \$3.78 million and will be expended consistent with state law and WCVA's strategic and business plan(s). In providing tourism development services, WCVA will increase economic vitality and provide destination leadership and marketing.

The Targeted Tourism program includes approximately \$1.4 million set aside for future tourism related projects as approved by the Board of Commissioners.

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Non-departmental

Non-departmental	100-1620
General Fund Contingency	100-1630
Community Network	100-1696

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NON-DEPARTMENTAL

BUDGET OVERVIEW

Non-departmental encompasses all countywide miscellaneous expenditures that are not attributable to a department as well as the General Fund reserves; these budgets do not include any full-time equivalent positions.

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Non-departmental	\$ 1,368,900	1,368,900	1,352,166	(16,734)	-1%
General Fund Contingency	22,208,305	22,048,305	12,651,416	(9,396,889)	-43%
Community Network	566,500	566,500	591,500	25,000	4%
Totals	24,143,705	23,983,705	14,595,082	(9,388,623)	-39%

by category

Charges for Services	100,000	100,000	100,000	-	0%
Total Revenues	100,000	100,000	100,000	-	0%
Materials & Services	905,650	905,650	910,950	5,300	1%
Other	1,029,750	1,029,750	1,032,716	2,966	0%
subtotal	1,935,400	1,935,400	1,943,666	8,266	0%
Contingency	22,208,305	22,048,305	12,651,416	(9,396,889)	-43%
Total Expenditures	24,143,705	23,983,705	14,595,082	(9,388,623)	-39%
General Fund Subsidy \$	24,043,705	23,883,705	14,495,082	(9,388,623)	-39%

This organization unit accounts for funds and services provided by other organizations and contributions to other agencies.

- Non-departmental Program (100-162005):** Expenditures include County membership dues, professional services, services provided by other organizations and contributions to other agencies, included, but not limited, to the following: 1) Association of Oregon Counties; 2) National Association of Counties; 3) Tri-Met Passport Program; 4) Regional Arts and Culture Council (RACC); 5) federal and state lobbyist; 6) animal damage control; 7) Worksystems, Inc.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Non-departmental Program	\$ 1,368,900	1,368,900	1,352,166	(16,734)	-1%
Total	1,368,900	1,368,900	1,352,166	(16,734)	-1%
by category					
Charges for Services	100,000	100,000	100,000	-	0%
Total Revenues	100,000	100,000	100,000	-	0%
Materials & Services	905,650	905,650	910,950	5,300	1%
Other	463,250	463,250	441,216	(22,034)	-5%
Total Expenditures	1,368,900	1,368,900	1,352,166	(16,734)	-1%
General Fund Subsidy	\$ 1,268,900	1,268,900	1,252,166	(16,734)	-1%

Budget Analysis:

Expenditures decrease \$16,734 (1%). General Fund subsidy decreases \$16,734 (1%).

Fiscal year 2018-19 is the fifth year of a charitable fee to be paid by Intel annually for six consecutive years (\$100,000 per year).

Dues/Memberships and contributions to other agencies increase modestly.

Funding for the TriMet Passport program has no significant change. This program provides annual passes to regular County employees and is part of the County Sustainability Plan and the County’s comprehensive efforts to comply with trip reduction goals.

The budget also includes \$85,000 to continue supporting Community Action’s resource development efforts; the additional \$56,000 allocated in FY 2017-18 to support the Coordinated Referral System program for home visiting and other maternal and child health and development services has been moved to HHS this year; \$48,316 for Animal Damage Control and \$145,000 for the Regional Arts & Culture Council (RACC). The amount for the RACC reflects an increase of \$10,000 specifically designated for the Westside Cultural Alliance. This amount is consistent with the multi-year funding request presented to the Budget Committee in FY 2016-17.

The beginning fund balances from the General Fund and Revenue Stabilization Fund comprise the General Fund reserve, a critical and core element of the County’s financial planning and fiscal stability. The reserve serves many purposes including contributing to the preservation of the County’s bond rating, meeting cash-flow requirements, accommodating cyclical variations in revenues, providing for unanticipated, intermittent or future planned expenditures and minimizing the need to rely on General Fund local operating levies for the long-term sustainability of programs and services.

1. **Contingency Program (100-163005):** Program provides separate accounting for contingency funds that are available to other County General Fund organization units.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Contingency Program	\$ 22,208,305	22,048,305	12,651,416	(9,396,889)	-43%
Total	22,208,305	22,048,305	12,651,416	(9,396,889)	-43%
by category					
Contingency	22,208,305	22,048,305	12,651,416	(9,396,889)	-43%
Total Expenditures	22,208,305	22,048,305	12,651,416	(9,396,889)	-43%
General Fund Subsidy \$	22,208,305	22,048,305	12,651,416	(9,396,889)	-43%

Budget Analysis:

Expenditures and the General Fund subsidy decrease \$9,396,448 (43%).

The combined contingencies in the Revenue Stabilization Fund (\$11,615,588) and General Fund (\$12,651,416) total \$24,267,004. The Board of Commissioner goal is to maintain a reserve that is a minimum of 20% of General Fund revenues, net of the property taxes dedicated to Major Streets Transportation Improvement Program (MSTIP) and Washington County Cooperative Library Services (WCCLS). The reserve/fund balance will be allocated in the annual budget as follows: 1) approximately 6% will reside within departmental budget appropriations based on the assumption that departmental expenditures will be approximately 94% of budget, with the unspent appropriations for General Fund organization units being a part of the ending fund balance; 2) General Fund Contingency and 3) Revenue Stabilization Reserve.

This organization accounts for funds that the County contributes as it partners with various organizations to address community needs.

1. **Community Network Program** (100-169605): Program accounts for General Fund contributions to various not for profit community organizations.

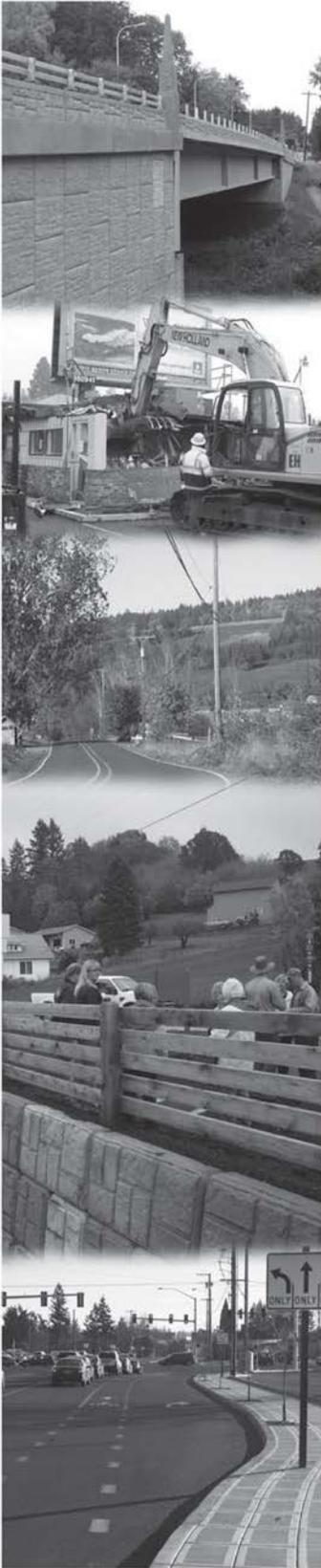
Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Community Network Program	\$ 566,500	566,500	591,500	25,000	4%
Total	566,500	566,500	591,500	25,000	4%
by category					
Other	566,500	566,500	591,500	25,000	4%
Total Expenditures	566,500	566,500	591,500	25,000	4%
General Fund Subsidy	\$ 566,500	566,500	591,500	25,000	4%

Budget Analysis:

Expenditures increase \$25,000 (4%). General Fund subsidy increases \$25,000 (4%).

Funding for the following agencies remains at established levels: Vision Action Network (\$142,000), Community Housing Fund (\$110,000), 211 info (\$80,000), Hands on Greater Portland (\$35,000), Community Action (\$35,000), Centro Cultural (\$50,000), Community Partners for Affordable Housing (\$8,500) and Bienestar (\$8,500).

The Washington County Museum has been added to the building maintenance funds for key non-profit social service providers. These funds are distributed to assist with building maintenance, repair and component replacement. In addition to the County Museum (\$25,000), recipients include: Family Bridge (\$2,500), Community Action (\$25,000), Good Neighbor Center (\$15,000), Domestic Violence Resource Center (\$15,000), Safe Place Shelter (\$15,000) and Centro Cultural (\$25,000).



Capital

- 2016 FF&C Facilities Capital Projects353-3580
- ITS Capital Projects354-3580
- Facilities Park SDC355-3580
- Facilities Capital Projects356-3580
- Parks & Open Spaces Opportunity357-3580
- Emergency Communications System359-3580
- Event Center380-9820
- Countywide Traffic Impact Fee360-6065
- Major Streets Transportation Improvement Program 3 (MSTIP 3)362-6065
- 2016 FF&C MSTIP Capital Projects363-6065
- Road Capital Projects368-6065
- Transportation Development Tax374-6065
- North Bethany SDC376-6065
- Bonny Slope West SDC378-6065

CAPITAL

BUDGET OVERVIEW

The Capital budget is comprised of Facilities & Technology and Transportation projects. Capital expenditures may include the purchase of land, contractual services for environmental impact analysis, engineering and design, hardware, costs associated with implementing new software and project management.

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
2016 FF&C Facilities Capital Projects	\$ 24,507,048	24,507,048	9,996,758	(14,510,290)	-59%
ITS Capital Projects	6,327,855	6,327,855	5,967,556	(360,299)	-6%
Facilities Park SDC	102,773	102,773	89,018	(13,755)	-13%
Facilities Capital Projects	25,515,319	25,725,319	14,905,035	(10,820,284)	-42%
Parks & Open Spaces Opportunity	274,593	274,593	364,318	89,725	33%
Emergency Communications System	79,945,368	79,945,368	38,311,751	(41,633,617)	-52%
Event Center	36,172,572	36,172,572	42,503,018	6,330,446	18%
subtotal - Facilities & Technology	172,845,528	173,055,528	112,137,454	(60,918,074)	-35%
Countywide Traffic Impact Fee	2,098,841	2,098,841	1,617,616	(481,225)	-23%
Major Streets Transportation Improvement	156,636,430	156,928,237	148,924,872	(8,003,365)	-5%
2016 FF&C MSTIP Capital Projects	23,362,409	23,362,409	-	(23,362,409)	-100%
Road Capital Projects	16,547,056	16,547,056	21,827,579	5,280,523	32%
Transportation Development Tax	52,341,798	52,341,798	53,670,648	1,328,850	3%
North Bethany SDC	4,064,165	4,064,165	6,388,141	2,323,976	57%
Bonny Slope West SDC	772,500	772,500	1,174,709	402,209	52%
subtotal - Transportation	255,823,199	256,115,006	233,603,565	(22,511,441)	-9%
Totals \$	428,668,727	429,170,534	345,741,019	(83,429,515)	-19%

CAPITAL

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Intergovernmental	\$ 8,468,418	8,468,418	15,050,695	6,582,277	78%
Charges for Services	10,597,070	10,597,070	9,384,785	(1,212,285)	-11%
Interdepartmental	7,694,527	7,694,527	2,428,027	(5,266,500)	-68%
Miscellaneous	3,094,935	3,094,935	4,707,808	1,612,873	52%
Operating Transfers In	76,705,033	94,552,597	53,437,758	(41,114,839)	-43%
Total Revenues	106,559,983	124,407,547	85,009,073	(39,398,474)	-32%
Materials & Services	229,301,490	229,593,297	219,557,535	(10,035,762)	-4%
Other	202,773	202,773	154,018	(48,755)	-24%
Interdepartmental	7,317,014	7,317,014	7,690,471	373,457	5%
Operating Transfers Out	30,706,996	30,706,996	8,720,802	(21,986,194)	-72%
Capital Outlay	143,999,763	144,209,763	95,290,912	(48,918,851)	-34%
subtotal	411,528,036	412,029,843	331,413,738	(80,616,105)	-20%
Contingency	17,140,691	17,140,691	14,327,281	(2,813,410)	-16%
Total Expenditures	428,668,727	429,170,534	345,741,019	(83,429,515)	-19%
Revenues under Expenditures	(322,108,744)	(304,762,987)	(260,731,946)	44,031,041	-14%
Beginning Fund Balance	322,108,744	304,762,987	260,731,946	(44,031,041)	-14%
Ending Fund Balances \$	-	-	-	-	

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2016 FF&C Facilities Capital Projects 353-3580

Budget Detail

The 2016 FF&C Facilities Capital Projects fund accounts for bond proceeds from the full faith and credit borrowing for facilities capital projects

- Projects for FF&C Funding (353-358037):** Program accounts for the financial activities related to the management of 2016 bond proceeds for facilities capital projects

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Projects for FF&C Funding	\$ 24,507,048	24,507,048	9,996,758	(14,510,290)	-59%
Total	24,507,048	24,507,048	9,996,758	(14,510,290)	-59%
by category					
Miscellaneous	329,182	329,182	147,735	(181,447)	-55%
Total Revenues	329,182	329,182	147,735	(181,447)	-55%
Capital Outlay	24,507,048	24,507,048	4,371,080	(20,135,968)	-82%
subtotal	24,507,048	24,507,048	4,371,080	(20,135,968)	-82%
Contingency	-	-	5,625,678	5,625,678	0%
Total Expenditures	24,507,048	24,507,048	9,996,758	(14,510,290)	-59%
Revenues under expenditures	(24,177,866)	(24,177,866)	(9,849,023)	14,328,843	-59%
Beginning Fund Balance	24,177,866	24,177,866	9,849,023	(14,328,843)	-59%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$181,447 (55%). Expenditures, excluding Contingency, decrease \$20,135,968 (82%). Beginning fund balance decreases \$14,328,843 (59%).

The fund balance decreases to \$9,849,023. Revenue is anticipated to decrease due to lower interest earnings from lower fund balance.

Expenditures decrease primarily due to normal fluctuations in project expenditures associated with the timing of multiyear capital improvement projects. All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes.

Description	Amount Borrowed	Amount budgeted in fiscal year:		
		2016-17	2017-18	2018-19
PSB Seismic	\$ 9,000,000	1,000,000	8,000,000	270,565
Public Safety Training Center	9,343,746	837,763	8,505,983	4,100,515
Law Enforcement Facilities	4,000,000	2,600		
Buildings on Downtown Campus	5,000,000	500,000		
Hagg Lake Road	1,900,000	1,900,000		
Facilities Contingency	3,516,067			
Capital Outlay for Future Spendown			8,001,065	
Total General Facilities Projects	32,759,813	4,240,363	24,507,048	4,371,080
Closing Costs	135,664			
Total Bond Proceeds	\$ 32,895,477	4,240,363	24,507,048	4,371,080

ITS Capital Projects 354-3580

Budget Detail

Information Technology Services Division provides comprehensive technology services to Washington County departments and offices.

1. **Information Systems New System Acquisition Maintenance (354-358021)**: This program has been retired.
2. **ITS Capital Advanced Technology (354-358080)**: Internet and Intranet technologies such as County websites, land-oriented technologies such as Permitting and Taxation, and Engineering; and Geographic Information Systems (mapping) related systems and services are included in this program.
3. **ITS Capital Application Support (354-358081)**: Supports primary business applications for County departments.
4. **ITS Capital Technical Services (354-358082)**: The program supports all client configurations, network, server, and security infrastructure.
5. **ITS Capital Voice Services (354-358083)**: Voice Services (previously referred to as “telecommunications”) supports all network-based infrastructure, applications, end user instrument and user services related to the processing of voice communications.
6. **ITS Capital Office of the Chief Information Officer (CIO) (354-358084)**: This program was created to better identify capital projects requiring focus and support across all functional areas of ITS. Projects in this category relate to general security, compliance, business continuity and project management.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Information Systems New System Acquisition Maintenance	\$ 6,327,855	6,327,855	-	(6,327,855)	-100%
ITS Capital Advanced Technology	-	-	1,592,909	1,592,909	0%
ITS Capital Application Support	-	-	2,246,827	2,246,827	0%
ITS Capital Technical Services	-	-	1,970,520	1,970,520	0%
ITS Capital Voice Services	-	-	40,000	40,000	0%
ITS Capital Office of the Chief Information Officer (CIO)	-	-	117,300	117,300	0%
Total	6,327,855	6,327,855	5,967,556	(360,299)	-6%
by category					
Interdepartmental	1,948,043	1,948,043	2,428,027	479,984	25%
Operating Transfers In	3,440,463	3,440,463	2,049,552	(1,390,911)	-40%
Total Revenues	5,388,506	5,388,506	4,477,579	(910,927)	-17%
Interdepartmental	46,712	46,712	-	(46,712)	-100%
Capital Outlay	6,281,143	6,281,143	5,629,236	(651,907)	-10%
subtotal	6,327,855	6,327,855	5,629,236	(698,619)	-11%
Contingency	-	-	338,320	338,320	0%
Total Expenditures	6,327,855	6,327,855	5,967,556	(360,299)	-6%
Revenues under expenditures	(939,349)	(939,349)	(1,489,977)	(550,628)	59%
Beginning Fund Balance	939,349	939,349	1,489,977	550,628	59%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$910,927 (17%). Expenditures, excluding Contingency, decrease \$698,619 (11%). Beginning fund balance increases \$550,628 (59%).

For the FY 2018-19, the budget for Information Technology Services has been restructured to reflect the functional focus areas within the division. Previously, the entire budget was summarized within a single program. Going forward, there will be definition along the lines of: The Office of the Chief Information Officer, Technical Services, Application Support, Advanced Applications, and Voice Services.

Overall expenditures decrease \$698,619 from the previous year while totaling \$5,629,236. Significant projects that will continue into FY 2018-19 include replacing the Assessment and Taxation system and LUT's Permitting and Inspection system for \$1,140,500.

New capital projects requested by various departments include law enforcement system upgrades and replacement, including a Jail Management System replacement for \$944,307.

Keeping existing and new IT software systems stable and sustainable is a significant portion of the budget request, totaling \$1,922,507, of which \$913,158 comes from special funds and \$1,009,349 from the General Fund.

Expenditures also include \$1,954,980 from the General Fund and \$754,465 from Special Funds for improvements and growth relating to virtualized environments, server and storage, expanding bandwidth, ongoing replacement upgrades for applications and continuing to offer stable and secure mobile computing environments.

Project Category	Project Description	Beginning Fund Balance	Gain Share	General Fund	Special Funds	Totals
Client Services & Help Desk	Workstation upgrades, new nodes, client hw/sw	\$ 387,900			699,120	1,087,020
Applications	Laserfiche update, licenses, and scanners	48,257		49,243		97,500
Network Infrastructure	Server hardware refresh, antivirus renewal and replacement, Exagrid replacements	133,500	750,000			883,500
Finance System	Caseware Software to automate preparation and publication of budget document. Enhancements to user interface and reporting resources for Questica budget environment. Payroll records to Laserfiche. Wisard Licenses, Analysis & Storage.			300,000		300,000
Facilities Management	Capital Project Scheduling/Tracking Software			11,700		11,700
Public Safety Systems	Civil database replacement, Jail system replacement first phase, Forensic case management system, Digital forensic investigator, PbK implementation and 3D scanner		250,000	272,149	422,158	944,307
Geographic Information Systems	Digital aerial photography acquisition, GIS software, system upgrades			69,960	60,440	130,400
Assessment and Taxation Systems	Continuation of multi-year Tax Assessment System Replacement	568,000				568,000
Health and Human Services System	Enhancements for billing and medical records systems. Data analysis tool for EMS related data			8,000	225,000	233,000
Other Application Systems	Asset Management System Software, Cost Plan Database for LUT			56,000	266,000	322,000
Web Content Management	Intranet Redesign, Public Website Calendar,			124,500		124,500
Document Publishing	General software for Planning, Adobe InDesign Licenses, and Dyma and Emme Licenses			2,200	36,220	38,420
Engineering Systems	Analysis of IRIS Uses & Requirements, General Software for Building, Engineering, and Traffic				159,089	159,089
Permitting and Inspection	Accela Wireless for LUT Development: Device replacement, and consulting for completion of multi-year Accela Automation upgrade.			12,500	560,000	572,500
Cyber Security	Cyber security, risk assesment, and testing	14,000		63,300		77,300
Continuity of Operations (COOP)	Business Impact Analysis-Countywide			40,000		40,000
Voice Services	Implement Redundant CPUs on two primary voice switches			40,000		40,000
	subtotal	1,151,657	1,000,000	1,049,552	2,428,027	5,629,236
Contingency		338,320		-		338,320
	Totals	\$ 1,489,977	1,000,000	1,049,552	2,428,027	5,967,556

Facilities Park SDC 355-3580

Budget Detail

This fund was established to account for Systems Development Charges (SDC's) for park capital improvements and was created by the Board of Commissioners in October 2004. Proceeds are to be used for park capital improvements in the Bethany, Cedar Mill and Cooper Mountain areas, in partnership with the Tualatin Hills Parks and Recreation District (THPRD).

1. **Park SDC (355-358045):** This program accounts for the financial activities related to the Park SDC

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Park SDC	\$ 102,773	102,773	89,018	(13,755)	-13%
Total	102,773	102,773	89,018	(13,755)	-13%
by category					
Charges for Services	24,570	24,570	12,285	(12,285)	-50%
Miscellaneous	620	620	760	140	23%
Total Revenues	25,190	25,190	13,045	(12,145)	-48%
Other	102,773	102,773	89,018	(13,755)	-13%
subtotal	102,773	102,773	89,018	(13,755)	-13%
Contingency	-	-	-	-	0%
Total Expenditures	102,773	102,773	89,018	(13,755)	-13%
	Revenues under expenditures	(77,583)	(77,583)	(75,973)	1,610 -2%
Beginning Fund Balance	77,583	77,583	75,973	(1,610)	-2%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$12,145 (48%). Expenditures decrease \$13,755 (13%). Beginning fund balance decreases \$1,610 (2%).

The revenue is derived from development activity on lots within the SDC boundary. The revenue estimate for fiscal year 2018-19 is based on the assumption that five lots will be developed during the year. Detailed review of this district has identified approximately 39 lots available for development. Development activity in FY 2017-18 is lower than was anticipated during the budget process and results in a lower estimated number of lots to be developed in FY 2018-19.

All funds are appropriated for land acquisition to enable Tualatin Hills Parks and Recreation District to develop parks within the boundaries of the district.

Facilities Capital Projects 356-3580

Budget Detail

This fund accounts for all the majority of capital improvement projects. Funding for projects comes from the General Fund, Special funds, the Gain Share program and Energy Rebates. For tracking purposes programs have been established to match revenue and expenditures by funding sources. A capital project is a new facility, renovation or major maintenance work that increases the value of the facility or extends its useful life. The fund also includes improvements, additions or expansions that change the interior alignment of the space

1. **Projects for Real Property (356-358031):** This program accounts for revenues and expenditures associated with the sale and purchase of real property.
2. **Projects for General Fund (356-358032):** This program accounts for the financial activities related to capital projects supporting programs associated with core County missions. Funding comes from General Fund discretionary revenues
3. **Projects for Special Fund (356-358033):** This program accounts for the financial activities related to capital projects funded by Special Funds, usually provided by Department sources such as dedicated revenue sources, donations or grant funding.
4. **Projects for Gain Share (356-358034):** This program accounts for the financial activities related to capital projects specifically approved by the Board for Gain Share Funds.
5. **Projects for Energy Savings (356-358036):** This program accounts for the financial activities related to capital projects which are eligible for energy rebates from the Energy Trust of Oregon

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Projects for Real Property	\$ 125,000	125,000	-	(125,000)	-100%
Projects for General Fund	2,040,817	2,250,817	2,532,400	281,583	13%
Projects for Special Fund	5,766,484	5,766,484	3,692,073	(2,074,411)	-36%
Projects for Gain Share	17,373,559	17,373,559	8,608,659	(8,764,900)	-50%
Projects for Energy Savings	209,459	209,459	71,903	(137,556)	-66%
Total	25,515,319	25,725,319	14,905,035	(10,820,284)	-42%
by category					
Intergovernmental	123,918	123,918	50,000	(73,918)	-60%
Interdepartmental	5,746,484	5,746,484	-	(5,746,484)	-100%
Miscellaneous	-	-	156,444	156,444	0%
Operating Transfers In	2,140,817	19,696,574	4,269,000	(15,427,574)	-78%
Total Revenues	8,011,219	25,566,976	4,475,444	(21,091,532)	-82%
Capital Outlay	25,515,319	25,725,319	13,248,591	(12,476,728)	-48%
subtotal	25,515,319	25,725,319	13,248,591	(12,476,728)	-48%
Contingency	-	-	1,656,444	1,656,444	0%
Total Expenditures	25,515,319	25,725,319	14,905,035	(10,820,284)	-42%
Revenues under expenditures	(17,504,100)	(158,343)	(10,429,591)	(10,271,248)	6,487%
Beginning Fund Balance	17,504,100	158,343	10,429,591	10,271,248	6,487%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$21,091,532 (82%). Expenditures, excluding Contingency, decrease \$12,476,728 (48%). Beginning fund balance increases \$10,271,248 (6,487%).

Special Funds and the General Fund provide the funding source for capital improvement projects. Expenditures decrease \$10,820,284 (42%) to \$14,905,035. Work continues on a number of critical infrastructure projects including the seismic retrofit for the Public Services Building (PSB) and Walnut Street Center (WSC), waterproofing of the PSB and improvements to the training center for the Sheriff’s Office. All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes.

The table below provides a snapshot of the large, multi-year projects and their funding sources being budgeted for in 2018-19. The next two pages provide project detail by project and funding source for FY 2018-19 and for each fiscal year from 2014-2021.

Project Title	General Fund	Special Fund	Gain Share	Energy Savings	Subtotal Facilities General Projects Fund 356	Building Equipment Replacement Fund 232	Full Faith & Credit Borrowing Fund 353	Total
PSB: Seismic & Waterproofing	\$ 650,000	-	4,503,605		5,153,605	2,979,878	270,565	8,404,048
Public Safety Training Center		2,844,407	1,000,000		3,844,407		4,100,515	7,944,922
WSC: Seismic Upgrade			1,500,000		1,500,000	-	-	1,500,000
subtotal - multi year projects	650,000	2,844,407	7,003,605		10,498,012	2,979,878	4,371,080	17,848,970
Single year projects	1,874,000	805,000	-	71,579	2,750,579	2,742,775	-	5,493,354
Totals	\$ 2,524,000	3,649,407	7,003,605	71,579	13,248,591	5,722,653	4,371,080	23,342,324

Facilities Capital Projects 356-3580

Budget Detail

Fiscal year 2018-19 Facilities Capital Projects									
Project Title	General Fund	Special Fund	Gain Share	Real Property	Energy Savings	Subtotal Facilities General Projects Fund 356	Building Equipment Replacement Fund 232	Full Faith & Credit Borrowing Fund 353	Total
PSB: Remodel 3rd Floor LUT	\$ 100,000	350,000				450,000			450,000
PSB: Remodel Suite 250 LUT Survey		50,000				50,000			50,000
PSB: HHS Buildout	400,000					400,000			400,000
PSB: Support Services Modification	60,000					60,000			60,000
PSB: HVAC Upgrade						-	400,000		400,000
FMB Shower/Locker	375,000					375,000			375,000
All Buildings Misc. Tenant Improvement	150,000					150,000			150,000
Animal Shelter Install Portals in Cat Kennels	15,000					15,000			15,000
Animal Shelter Mounted Projector for Conference Room	5,000					5,000			5,000
WSC Climate Controlled Storage Unit for Mosquito Control Program	70,000					70,000			70,000
PSB Public Health BSL 2 Lab	34,000					34,000			34,000
PSA WIC Clinic Remodel	100,000					100,000			100,000
Remove Space Savers in Jail Medical	13,500	1,500				15,000			15,000
Records- Remove Space Savers in and replace with cubicles	21,000	9,000				30,000			30,000
Investigations- Remodel current copier room	7,700	2,300				10,000			10,000
Quartermaster Wall Removal	17,800	37,200				55,000			55,000
Deputy Trial Court Administrator Office	40,000					40,000			40,000
Walnut Street EV Charging Stations	25,000					25,000			25,000
Scoggins Valley Park various capital improvements	40,000					40,000			40,000
Suicide Prevention Upgrade to Parking Structure	300,000					300,000			300,000
New Tigard WIC Office	100,000					100,000			100,000
Body Scanner at CCC		50,000				50,000			50,000
Carpet Replacement CCC		30,000				30,000			30,000
DAVS Office Suite Upgrade		100,000				100,000			100,000
Tigard Detox Parking Lot		60,000				60,000			60,000
Concrete Containment Wall - Magnesium Chloride Tanks		80,000				80,000			80,000
LUT WSC Training Room Chairs		15,000				15,000			15,000
Buildout of LEC Court Security entrance in front of LEC Courtroom		20,000				20,000			20,000
Energy Saving Program Placeholder					71,579	71,579			71,579
Carpet Replacement						-	150,000		150,000
Replace Elevators						-	100,000		100,000
Replace UPS						-	100,000		100,000
LEC/Jail HVAC Upgrades						-	600,000		600,000
JSB HVAC Upgrade						-	400,000		400,000
Jail Walk in Freezer building settling issue						-	60,000		60,000
LEC Replace refrigerator and freezer in evidence						-	60,000		60,000
Unplanned Replacements						-	872,775		872,775
subtotals	1,874,000	805,000			71,579	2,750,579	2,742,775		5,493,354
PSB: Seismic & Waterproofing	650,000		4,503,605			5,153,605	2,979,878	270,565	8,404,048
Public Safety Training Center		2,844,407	1,000,000			3,844,407		4,100,515	7,944,922
WSC: Seismic Upgrade			1,500,000			1,500,000			1,500,000
subtotals	650,000	2,844,407	7,003,605	-	-	10,498,012	2,979,878	4,371,080	17,848,970
Totals	\$ 2,524,000	3,649,407	7,003,605	-	71,579	13,248,591	5,722,653	4,371,080	23,342,324

Facilities Capital Projects 356-3580

Budget Detail

Multi-Year Capital Projects								
Project Name	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20*	2020-21*	Totals
PSB (Public Services Building) Seismic	\$ 388,173	1,830,067	5,167,691	15,465,175	8,404,048			31,255,154
LEC (Law Enforcement Center) Seismic	18,838	66,861	1,891,676	2,476,228				4,453,602
Public Safety Training Center Tenant Improvements		271,734	792,231	6,425,000	7,944,921			15,433,887
Public Services Annex Building + Tenant Improvements			1,247,021					1,247,021
Jail Security	67,458	354,332	1,488,812	1,618,398				3,529,000
Law Enforcement Center Courtroom #2						2,000,000		2,000,000
WSC (Walnut Street Center) Seismic			33,764		1,500,000	3,500,000		5,033,764
WSC Emergency Operations Center							1,000,000	1,000,000
Adams Crossing Building + Tenant Improvements			3,931,317					3,931,317
Service Center East Hagg Lake			1,900,000			1,226,000		1,226,000
subtotals	474,469	2,522,994	16,452,512	25,984,800	17,848,969	6,726,000	1,000,000	71,009,744
Misc. one year projects Fund 232				440,000	2,742,775			3,182,775
Misc. one year projects Fund 356				2,261,302	2,750,579			5,011,881
Event Center		48,874	352,611	1,635,026	24,170,000	16,847,534	2,660,000	45,714,045
Law Enforcement Center Blanton			2,600	2,000,000	6,550,000		4,747,400	13,300,000
MSTIP High Growth Projects			30,000,000	23,362,409				53,362,409
Emergency Communications System Replacement			10,028,221	68,945,368				78,973,589
Totals	474,469	2,571,868	56,835,944	124,628,906	54,062,323	23,573,534	8,407,400	270,554,443
Funding Sources								
Building Equipment Replacement				2,540,000	5,722,653			8,262,653
Enhanced Sheriff's Patrol District		85,593	3,161,200		2,844,407			6,091,200
Facilities Capital Energy Savings				209,459	71,579			281,038
Gain Share	474,469	2,276,983		11,722,754	7,003,605	1,500,000		22,977,810
General Fund		186,141	1,228,497	1,691,052	2,524,000	2,000,000		7,629,690
Grant				271,503				271,503
Local Option Levy						2,000,000		2,000,000
Other/Special Funds				929,681	3,475,000	2,670,000	3,660,000	10,734,681
Real Property				104,650				104,650
Full Faith & Credit - Facilities			12,078,564	11,217,005	4,371,080	1,226,000	2,000,000	30,892,648
Full Faith & Credit - Events Center		23,151	336,861	1,635,026	21,500,000	14,177,534		37,672,572
Full Faith & Credit - MSTIP High Growth			30,000,000	23,362,409				53,362,409
General Obligation Bonds - Blanton			2,600	2,000,000	6,550,000		2,747,400	11,300,000
General Obligation Bonds - Emergency Communications System Replacement			10,028,221	68,945,368				78,973,589
Totals	\$ 474,469	2,571,868	56,835,944	124,628,906	54,062,323	23,573,534	8,407,400	270,554,443

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Parks & Open Spaces Opportunity 357-3580

Budget Detail

This fund accounts for proceeds from the sale of County owned timber property and receipts from the selected harvest thereof. These resources are set aside for greenspace acquisition, County park improvements and maintenance of the timber property

1. **Greenspace (357-358035):** This program accounts for the financial activities related to greenspace acquisition, park Improvements and maintenance of the timber property owned by the County.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Greenspace	\$ 274,593	274,593	364,318	89,725	33%
Total	274,593	274,593	364,318	89,725	33%
by category					
Miscellaneous	2,719	2,719	103,906	101,187	3,721%
Total Revenues	2,719	2,719	103,906	101,187	3,721%
Materials & Services	-	-	30,000	30,000	0%
Capital Outlay	274,593	274,593	334,318	59,725	22%
subtotal	274,593	274,593	364,318	89,725	33%
Contingency	-	-	-	-	0%
Total Expenditures	274,593	274,593	364,318	89,725	33%
	Revenues under expenditures	(271,874)	(271,874)	(260,412)	11,462 -4%
Beginning Fund Balance	271,874	271,874	260,412	(11,462)	-4%
	Ending Fund Balance \$	-	-	-	

Budget Analysis:

Revenues increase \$101,187 (3,721%). Expenditures increase \$89,725 (33%). Beginning fund balance decreases \$11,462 (4%).

Revenue is derived primarily from the management of timber on County owned property. The fund balance decreases \$11,462 (4%) as timber harvests were deferred to maximize the harvest opportunity. The entire budget of \$364,318 is available for the purchase of land, improvements to parks and timber property and other miscellaneous program expenses.

Designated forest properties total 296 acres and include: Timber Road (80 acres), Holly Hill (74 acres), Shadybrook (60 acres) and a Highway 26 parcel (82 acres).

This fund accounts for the proceeds from the general obligation bonds, approved by voters in the May 2016 election, for the Emergency Communication System project

1. **Administration** (359-358050): This program accounts for the financial activities related to the projects that were included in the Bond documents.
2. **Radio Acquisition & Distribution** (359-358060): Provides financial accounting for the activities related to radio acquisition and distribution.
3. **Bond Premium** (359-358065): The funds in the Bond Premium program are derived from the Original Issue Discount of the County's sale of Emergency Communications System bonds. Expenditures from this program will be for Emergency Communication and Response Facilities.
4. **Dispatch Center** (359-358070): Provides financial accounting for the activities related to the Dispatch Center.
5. **System Infrastructure** (359-358075): Provides financial accounting for the system infrastructure.

Emergency Communications System 359-3580

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Administration	\$ 14,181,922	14,181,922	581,002	(13,600,920)	-96%
Radio Acquisition & Distribution	9,760,000	9,760,000	2,424,000	(7,336,000)	-75%
Bond Premium	11,300,000	11,300,000	7,800,000	(3,500,000)	-31%
Dispatch Center	12,000,000	12,000,000	12,347,912	347,912	3%
System Infrastructure	32,703,446	32,703,446	15,158,837	(17,544,609)	-54%
Total	79,945,368	79,945,368	38,311,751	(41,633,617)	-52%
by category					
Miscellaneous	581,002	581,002	581,002	-	0%
Total Revenues	581,002	581,002	581,002	-	0%
Materials & Services	13,275,526	13,275,526	16,804,912	3,529,386	27%
Capital Outlay	49,529,151	49,529,151	16,300,000	(33,229,151)	-67%
subtotal	62,804,677	62,804,677	33,104,912	(29,699,765)	-47%
Contingency	17,140,691	17,140,691	5,206,839	(11,933,852)	-70%
Total Expenditures	79,945,368	79,945,368	38,311,751	(41,633,617)	-52%
Revenues under expenditures	(79,364,366)	(79,364,366)	(37,730,749)	41,633,617	-52%
Beginning Fund Balance	79,364,366	79,364,366	37,730,749	(41,633,617)	-52%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Expenditures, excluding Contingency, decrease \$29,699,765 (47%). Contingency decreases \$11,933,852 (70%). Beginning fund balance decreases \$41,633,617 (52%).

Fiscal year 2018-19 is the third year following the issuance of \$77,000,000 voter approved general obligation bonds to fund updates to the County's emergency communications system. The bonds, issued in July 2016, included an \$11,300,000 premium due to a favorable bond market. The premium will be spent in accordance with the bond measure ballot title and explanatory statement put before voters in the May 2016 election.

Construction related to the system improvements is expected to take 3 to 5 years. Expenditures totaling \$33,104,912, excluding contingency, will consist of purchasing equipment, land and building improvements. All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes. Approximately, \$8.5 million of the premium is anticipated to be expended on the purchase of the Tualatin Valley Fire and Rescue (TVFR) North Operating Center for future use by first responders, including the Sheriff's Office.

Event Center 380-9820

Budget Detail

This fund was established in fiscal year 2015-16 to account for the future build out of the new Event Center at the Fair Complex.

- Event Center (380-982005):** This program accounts for all the construction activities associated with the new Event Center at the Fair Complex.

Program Description	Adopted	Modified	Proposed	Change		
	2017-18	2017-18	2018-19	\$	%	
Event Center	\$ 36,172,572	36,172,572	42,503,018	6,330,446	18%	
Total	36,172,572	36,172,572	42,503,018	6,330,446	18%	
by category						
Intergovernmental	-	-	3,670,000	3,670,000	0%	
Miscellaneous	358,144	358,144	574,212	216,068	60%	
Total Revenues	358,144	358,144	4,244,212	3,886,068	1,085%	
Materials & Services	6,000,000	6,000,000	3,935,000	(2,065,000)	-34%	
Capital Outlay	30,172,572	30,172,572	37,068,018	6,895,446	23%	
subtotal	36,172,572	36,172,572	41,003,018	4,830,446	13%	
Contingency	-	-	1,500,000	1,500,000	0%	
Total Expenditures	36,172,572	36,172,572	42,503,018	6,330,446	18%	
	Revenues under Expenditures	(35,814,428)	(35,814,428)	(38,258,806)	(2,444,378)	7%
Beginning Fund Balance	35,814,428	35,814,428	38,258,806	2,444,378	7%	
	Ending Fund Balance \$	-	-	-	-	

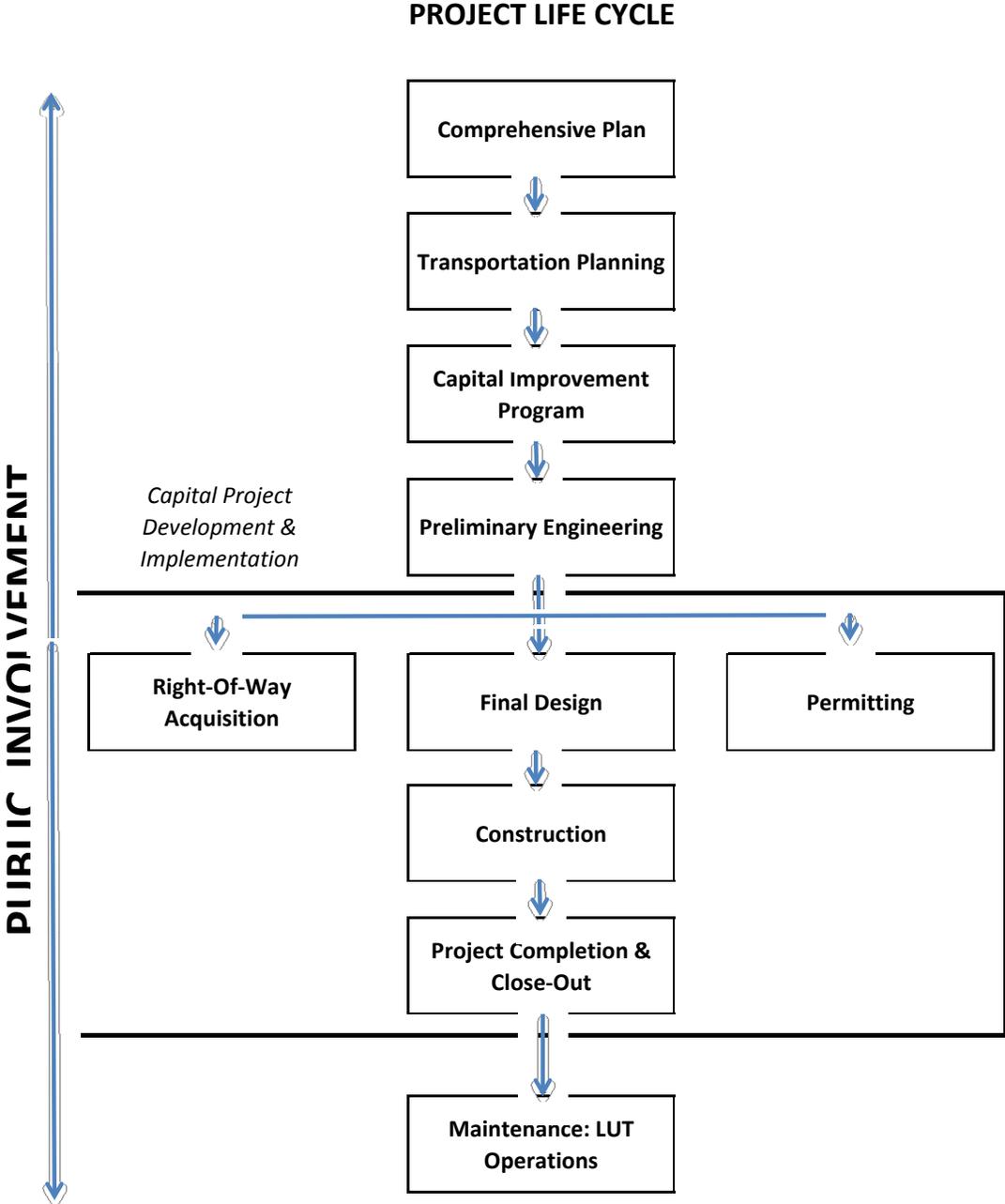
Budget Analysis:

Revenues increase \$3,886,068 (1,085%). Expenditures, excluding Contingency, increase \$4,830,446 (13%). Beginning fund balance increases \$2,444,378 (7%).

Revenues include a \$2,670,000 contribution from the City of Hillsboro (the first payment of an \$8 million contribution, the second payment \$2,670,000 and the third payment \$2,660,000 in FY 2019-20 and FY 2020-21, respectively), \$1,000,000 contribution by the Washington County Visitors Association (WCVA) and \$262,688 interest earnings.

All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes.

Capital Budget Project Lifecycle



Capital Budget Project Schedules

Project Schedules as of July 1

Project Name	Status	Fiscal Years		
		2018-19	2019-2020	2020-2021
Traffic Impact Fees				
New TIF Signal	Design			
Corn Pass/Germantown-Old CPR	Design			
Scholls Ferry/Scholls Sherwood Int	Design			
MSTIP3				
Bike & Pedestrian Program	Program			
Bridge Program	Program			
Safety Program	Program			
Traffic Flow Enhancement Program	Program			
MSTIP3C				
Boones Ferry Rd	Post Construction			
Tualatin Sherwood Rd Phase 1	Design/ROW			
Bike & Pedestrian Facilities	Program			
Traffic Management System	Program			
124th Ave Extension (Tualatin)	Construction			
Walker Rd/173rd to Murray	Post Construction			
State & Federal Program Match	Program			
Walker Rd/Schendel to Butner	Design/ROW			
MSTIP3D				
Farmington Rd (Murray to E. of 141st)	Post Construction			
10th Ave (Baseline- Holladay in Cornelius)	Construction			
Walnut Street (116th to Tiedemann)	Post Construction			
Baseline Rd (231st Ave - Brookwood Ave)	Post Construction			
Hwy 99: Gaarde/McDonald Intersection	Post Construction			
Cornelius Pass Rd (Cornell Rd to Hwy 26)	Post Construction			
MSTIP 3d Opportunity Fund	Program			
David Hill Extension to Hwy 47	Post Construction			
Cornell Rd/ 107th to 113th	Design			
Jackson School Rd / Grant to Evergreen	Design			
Gales Creek Bridge #671575	Post Construction			
158th (Walker to Merlo)	Construction			
Jenkins Road (158th - Murray)	Design			
Walker/Murray Intersection Improvements	Design/ROW			
Springhill Rd Bridge- Tualatin River Overflow	Post Construction			
Elwert-Krueger Intersection	Design			
198th - TV Hwy to Farmington	Design/ROW			
Advanced Traffic Mgmt System	Program			
25th Ave Intersection@Cornell Rd	Design			
Timber Rd Bridge-Gales Creek #1388	Post Construction			
Cornelius Pass Rd Bridge over Rock Creek Bridge #1343	Design			
MSTIP3D HG				
175th/Kemmer Intersection	Construction			
175th Ave (E-W collector- Scholls Ferry)	Construction			
Cornelius Pass Rd (Frances to TV Hwy)	Design/ROW			
Roy Rogers Rd (Scholls Ferry to Bull Mtn.)	Construction			
Springville Rd / 185th Avenue Intersection	Construction			
Century Blvd - TV Hwy Intersection	Design			
209th Avenue - TV Hwy to Blanton	Design/ROW			
Springville Rd Phase 2 (178th Ave - Samuel Dr)	Design/ROW			
MSTIP3E				
Main Street/Banks Rd/Cedar Canyon	Design			
Martin Rd/Hwy 47-Verboort Rd	Design			

Capital Budget Project Schedules

Project Schedules as of July 1

Project Name	Status	Fiscal Years		
		2018-19	2019-2020	2020-2021
West Union Rd/185th - Corn Pass	Design	█	█	█
Walker Rd/173rd to 185th Avenue	Design/ROW	█	█	█
Century Blvd Extension	Design	█	█	█
Scotch Church Rd Bridge over McKay Creek	Design	█	█	█
Hwy 217 (Allen-Denney) Intrchg	Design	█	█	█
Clark Hill Rd Brdg/McKernan Ck	Construction	█	█	█
Stringtown Rd Brdg/Pickett Crk	Design	█	█	█
Vanderschuere Rd Brdg Rplcmnt	Design	█	█	█
Tualatin Sherwood Rd (Teton-Langer Farms Pkwy)	Design	█	█	█
Beaverton Arterial Sidewalk	Design	█	█	█
Garden Home Road (X-fer to Portland)	Design	█	█	█
HWY 47 / Maple /Fern Hill	Design	█	█	█
121st Ave (Tippit to Whistler)	Design	█	█	█
MSTIP3 Development				
Project Development	Program	█	█	█
Road Capital - Road				
Jackson School Intersection Realignment	Post Construction	█	█	█
2014 Gain Share - ITS	Construction	█	█	█
Basalt Creek Parkway Extension	Design	█	█	█
Hagg Lake Improvement	Design	█	█	█
Road Capital - Bike & Pedestrian				
Gain Share Bike & Ped 2014	Program	█	█	█
Arterial Pedestrian Crossings	Development	█	█	█
Bany Rd/Zenith Place Sidewalk	Design	█	█	█
Road Capital - Bridge				
80th Avenue -Culvert #1560 Replacement	Construction	█	█	█
Butner Rd Culvert #1623 Replacement	Design	█	█	█
227th Avenue Bridge #1323	Design	█	█	█
Beef Bend Culvert (ER)	Design	█	█	█
Road Capital - Road Fund Capital Projects				
New Road Fund Capital Project	Design	█	█	█
Road Capital - Gainshare Bike & Pedestrian				
Fischer Rd Sidewalk (2015 GS)	Post Construction	█	█	█
Glencoe Rd Sidewalk (2015 GS)	Construction	█	█	█
Bronson Rd/185th to 174th	Construction	█	█	█
214th Avenue Sidewalk (TV Hwy -Johnson) West side	Design	█	█	█
209th Avenue Bike Lanes (Alexander - Johnson)	Design	█	█	█
2016 Gainshare SRTS	Design	█	█	█
2017 Gainshare SRTS	Design	█	█	█
Road Capital - Gainshare ITS				
2015 Gainshare ITS	Construction	█	█	█
2016 Gainshare ITS	Design	█	█	█
2017 Gainshare ITS	Design	█	█	█
Transportation Development Tax				
TDT Credit Calculation	Program	█	█	█
New TDT Signal Project	Design	█	█	█
Cedar Hills Blvd / Highway 26 Intersection	Design	█	█	█

Countywide Traffic Impact Fee 360-6065

Budget Detail

This fund accounts for Traffic Impact Fees (TIF) used to finance extra capacity street facilities required by new development. This fund is being phased out and was replaced by the Transportation Development Tax Fund, approved by voters in November 2008.

1. **LUT Capital Projects** (360-606505): This program accounts for the financial activities related to road construction activities.
2. **Admin and Analysis** (360-606510): This program accounts for the financial activities related to administration of the TIF analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
LUT Capital Projects	\$ 2,095,841	2,095,841	1,617,616	(478,225)	-23%
Admin and Analysis	3,000	3,000	-	(3,000)	-100%
Total	2,098,841	2,098,841	1,617,616	(481,225)	-23%
by category					
Miscellaneous	20,781	20,781	31,568	10,787	52%
Total Revenues	20,781	20,781	31,568	10,787	52%
Materials & Services	2,053,104	2,053,104	1,503,412	(549,692)	-27%
Interdepartmental	44,761	44,761	111,209	66,448	148%
Operating Transfers Out	976	976	2,995	2,019	207%
subtotal	2,098,841	2,098,841	1,617,616	(481,225)	-23%
Contingency	-	-	-	-	0%
Total Expenditures	2,098,841	2,098,841	1,617,616	(481,225)	-23%
Revenues under Expenditures	(2,078,060)	(2,078,060)	(1,586,048)	492,012	-24%
Beginning Fund Balance	2,078,060	2,078,060	1,586,048	(492,012)	-24%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$10,787 (52%). Expenditures decrease \$481,225 (23%). Beginning fund balance decreases \$492,012 (24%).

The fund is no longer collecting new fee revenue or operating transfers as it completes the remaining projects on the list.

Miscellaneous revenues increases \$10,787 (52%) due to a projected increase in the rate of investment interest.

Materials & Services decrease \$549,692 (27%) due primarily to the normal fluctuations in project expenditures associated with the timing of multiyear transportation projects. All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes. Three signal projects have been identified for fiscal year 2018-2019 with an estimated cost of \$1,617,616.

Project Name	Project Type	Amount	Status
New TIF Signal	Signal	\$ 261,616	Design
Corn Pass/Germantown-Old CPR		805,000	Construction
Scholls Ferry/Scholls Sherwood Int		551,000	Construction
Total		\$ 1,617,616	

Major Streets Transportation Improvement 362-6065

Budget Detail

This fund accounts for resources collected to support the comprehensive Major Streets Transportation Improvement (MSTIP) construction program. The majority of the MSTIP revenues come from a transfer from the County General Fund. This transfer has been made annually since 1997 when the General Fund permanent rate was established. The transfers have been made in recognition that a portion of the permanent tax rate was established by rolling in an existing MSTIP serial levy at the time.

1. **LUT Capital Projects (362-606505):** This program accounts for the financial activities related to road construction activities
2. **Project Development Program (362-606530):** This program accounts for the financial activities related to transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
LUT Capital Projects	\$ 156,289,430	156,581,237	148,542,372	(8,038,865)	-5%
Project Development Program	347,000	347,000	382,500	35,500	10%
Total	156,636,430	156,928,237	148,924,872	(8,003,365)	-5%
by category					
Intergovernmental	8,058,000	8,058,000	10,539,500	2,481,500	31%
Miscellaneous	1,259,871	1,259,871	2,193,874	934,003	74%
Operating Transfers In	62,811,432	63,103,239	36,599,903	(26,503,336)	-42%
Total Revenues	72,129,303	72,421,110	49,333,277	(23,087,833)	-32%
Materials & Services	142,739,800	143,031,607	124,128,702	(18,902,905)	-13%
Interdepartmental	5,747,844	5,747,844	5,846,352	98,508	2%
Operating Transfers Out	428,849	428,849	688,149	259,300	60%
Capital Outlay	7,719,937	7,719,937	18,261,669	10,541,732	137%
subtotal	156,636,430	156,928,237	148,924,872	(8,003,365)	-5%
Contingency	-	-	-	-	0%
Total Expenditures	156,636,430	156,928,237	148,924,872	(8,003,365)	-5%
Revenues under Expenditures	(84,507,127)	(84,507,127)	(99,591,595)	(15,084,468)	18%
Beginning Fund Balance	84,507,127	84,507,127	99,591,595	15,084,468	18%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$23,087,833 (32%). Expenditures decrease \$8,003,365 (5%). Beginning fund balance increases \$15,084,468 (18%).

In addition to the General Fund transfer, this fund receives transfers from the Transportation Development Tax (TDT) fund and the Full Faith and Credit MSTIP Capital Projects Fund (FF&C MSTIP); designed to address needed transportation improvement around identified high growth areas within the county. These transfers are for the construction of transportation projects that have been budgeted within those funds and to be constructed out of the MSTIP fund.

Operating Transfers In decrease \$26,503,336 (42%) as the final transfer of bond proceeds from that fund was made in the prior year.

Intergovernmental is expected to increase \$2,481,500 (31%) due primarily to the start of the Roy Rogers Road project.

Miscellaneous increases \$934,003 (74%) due to investment interest and revenue from Portland Community College for the Springville Road Phase 2 project (\$425,000).

Materials & Services decrease \$18,902,905 (13%) due largely to project timing.

Capital Outlay increases \$10,541,732 for right-of-way as current projects transition into property acquisition.

Interdepartmental increases \$98,508 (2%) and Operating Transfers Out increase \$259,300 (60%).

Remaining resources are appropriated in Materials & Services, a consistent practice within capital budgets to allow for flexibility to address changes in project schedules. Overall, the MSTIP fund houses 58 active projects. Within the MSTIP program there have been seven multi-year project packages; MSTIP 3, MSTIP 3B, MSTIP 3C, MSTIP 3D, MSTIP 3D HG, MSTIP Project Development and MSTIP 3E. These project packages have been developed by the Washington County Coordinating Committee and adopted by the Board of Commissioners.

Project Name	Project Type	Amount	Status
MSTIP3			
Bike & Pedestrian Program	Program	\$ 110,500	Program
Bridge Program	Program	-	Program
Safety Program	Program	-	Program
Traffic Flow Enhancement Program	Program	169,000	Program
MSTIP3		279,500	
Boones Ferry Rd	Road	50,000	Post Construction
Tualatin Sherwood Rd Phase 1	Road	4,280,000	Design/ROW
Bike & Pedestrian Facilities	Program	-	Program
Traffic Management System	Program	-	Program
124th Ave Extension (Tualatin)	Road	6,990,000	Construction
Walker Rd/173rd to Murray	Road	23,000	Post Construction
State & Federal Program Match	Program	2,000,000	Program
Walker Road (Schendel to Butner)	Road	3,056,000	Design/ROW
MSTIP 3C		16,399,000	
Farmington Rd (Murray to E. of 141st)	Road	30,000	Post Construction
10th Ave (Baseline- Holladay in Cornelius)	Road	1,943,500	Construction
Walnut Street (116th to Tiedemann)	Road	36,837	Post Construction
Baseline Rd (231st Ave - Brookwood Ave)	Road	2,000	Post Construction
Hwy 99: Gaarde/McDonald Intersection	Road	-	Post Construction
Cornelius Pass Rd (Cornell Rd to Hwy 26)	Road	37,200	Post Construction
MSTIP 3d Opportunity Fund	Program	753,500	Program
David Hill Extension to Hwy 47	Road	77,500	Post Construction
Cornell Rd/ 107th to 113th	Road	2,938,190	Design/ROW
Jackson School Rd / Grant to Evergreen	Road	3,405,000	ROW
Gales Creek Bridge #671575	Bridge	5,000	Post Construction
158th (Walker to Merlo)	Road	355,500	Construction
Jenkins Road (158th - Murray)	Road	1,977,500	Construction
Walker/Murray Intersection Improvements	Road	1,772,000	Design/ROW
Springhill Rd Bridge- Tualatin River Overflow	Bridge	16,000	Post Construction
Elwert-Krueger Intersection	Road	1,756,411	Design
198th - TV Hwy to Farmington	Road	2,754,500	Design/ROW
Advanced Traffic Mgmt System	Program	162,500	Program
25th Ave Intersection@Cornell Rd	Road	479,500	Design
Timber Rd Bridge-Gales Creek #1388	Bridge	16,000	Post Construction
Cornelius Pass Rd Bridge over Rock Creek Bridge #1343	Bridge	1,000	Design
MSTIP 3D		18,519,638	
175th/Kemmer Intersection	Road	3,457,500	Construction
175th Ave (E-W collector- Scholls Ferry)	Road	1,835,000	Construction
Corn Pass Rd (Frances-TV Hwy)	Road	6,951,000	Design/ROW
Roy Rogers Rd (Scholls Ferry - Bull Mtn.)	Road	11,865,000	Construction
Springville Rd / 185th Avenue Intersection	Road	2,212,000	Construction
Century Blvd - TV Hwy Intersection	Road	1,729,000	Design
209th Avenue - TV Hwy to Blanton	Road	3,886,000	Design/ROW
Springville Rd Phase 2 (178th Ave - Samuel Dr)	Road	1,066,000	Design/ROW
MSTIP 3D High Growth		33,001,500	
Main Street/Banks Rd/Cedar Canyon	Road	1,606,000	Design
Martin Rd/Hwy 47-Verboort Rd	Road	1,428,000	Design
West Union Rd/185th - Corn Pass	Road	547,500	Design
Walker Rd/173rd to 185th Avenue	Road	1,548,500	Design/ROW
Century Blvd Extension	Road	1,831,000	Design
Scotch Church Rd Bridge over McKay Creek	Road	498,000	Design
Hwy 217 (Allen-Denney) Intrchg	Road	356,000	Design
Clark Hill Rd Brdg/McKernan Ck	Road	725,500	Construction
Stringtown Rd Brdg/Pickett Crk	Road	276,000	Design
Vanderschuere Rd Brdg Rplcmnt	Road	302,500	Design
Tualatin Sherwood Rd (Teton to Langer Farms Parkway)	Road	1,670,000	Design
Beaverton Arterial Sidewalk	Road	503,500	Design
Garden Home Road (X-fer to Portland)	Road	511,000	Design
HWY 47 / Maple /Fern Hill	Road	765,000	Design
121st Ave (Tippit to Whistler)	Road	415,000	Design
MSTIP 3E		12,983,500	
MSTIP Project Development	Program	382,500	Program
Total		\$ 81,565,638	

2016 FF&C MSTIP Capital Projects 363-6065

Budget Detail

The 2016 Full Faith and Credit (FF&C) Major Streets Transportation Improvement Program (MSTIP) fund accounts for bond proceeds from the full faith and credit borrowing for transportation capital projects.

1. **LUT Capital Projects** (363-606505): Program accounts for the financial activities related to the management of 2016 bond proceeds for transportation capital projects housed within MSTIP.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
LUT Capital Projects	\$ 23,362,409	23,362,409	-	(23,362,409)	-100%
Total	23,362,409	23,362,409	-	(23,362,409)	-100%
by category					
Operating Transfers Out	23,362,409	23,362,409	-	(23,362,409)	-100%
subtotal	23,362,409	23,362,409	-	(23,362,409)	-100%
Contingency	-	-	-	-	0%
Total Expenditures	23,362,409	23,362,409	-	(23,362,409)	-100%
	Revenues under Expenditures	(23,362,409)	(23,362,409)	-	23,362,409 -100%
Beginning Fund Balance	23,362,409	23,362,409	-	(23,362,409)	-100%
Ending Fund Balance	\$ -	-	-	-	-

Budget Analysis:

Expenditures decrease \$23,362,409 (100%). Beginning fund balance decreases \$23,362,409 (100%).

Bond proceeds of \$53,579,113 were realized in the 2016 FF&C MSTIP fund during fiscal year 2016-17. The bond proceeds are intended to fund MSTIP projects identified in high growth areas within the county. The program is a partnership with cities designed to address needed increases in transportation capacity in and around those identified high growth areas. The balance of the FF&C funds were transferred to MSTIP in fiscal year 2017-18 resulting in a zero balance in this fund for FY 2018-19.

Road Capital Projects 368-6065

Budget Detail

This fund accounts for the activities necessary for construction of extra capacity street facilities. The County distribution from the state and county gas tax receipts allocates 1% to benefit bikeway development throughout the County.

1. **LUT Capital Projects (368-606505)**: Program accounts for the financial activities related to road construction activities.
2. **Bikeway & Pedestrian Program (368-606520)**: Program accounts for the financial activities related to bikeway and pedestrian projects
3. **Bridge Program (368-606525)**: Program accounts for the financial activities related to bridge replacement projects
4. **Road Fund Capital Projects (368-606535)**: Program accounts for the financial activity of capital transportation projects financed by the Road Fund.
5. **Gain Share Bike & Pedestrian (368-606550)**: Program accounts for the financial activities related to gain share supported bikeway and pedestrian projects including the safe routes to schools program.
6. **Gain Share ITS (Intelligent Trans System) (368-606555)**: Program accounts for the financial activities related to gain share supported intelligent transportation system projects.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
LUT Capital Projects	\$ 10,144,736	10,144,736	12,952,911	2,808,175	28%
Bikeway & Pedestrian Program	286,540	286,540	548,700	262,160	91%
Bridge Program	1,051,280	1,051,280	2,348,668	1,297,388	123%
Road Fund Capital Projects	-	-	1,125,000	1,125,000	0%
Gain Share Bike & Pedestrian	3,675,500	3,675,500	3,829,000	153,500	4%
Gain Share ITS (Intelligent Trans System)	1,389,000	1,389,000	1,023,300	(365,700)	-26%
Total	16,547,056	16,547,056	21,827,579	5,280,523	32%
by category					
Intergovernmental	286,500	286,500	791,195	504,695	176%
Miscellaneous	81,171	81,171	173,159	91,988	113%
Operating Transfers In	8,312,321	8,312,321	10,519,303	2,206,982	27%
Total Revenues	8,679,992	8,679,992	11,483,657	2,803,665	32%
Materials & Services	15,461,448	15,461,448	20,566,257	5,104,809	33%
Interdepartmental	1,020,126	1,020,126	1,154,738	134,612	13%
Operating Transfers Out	65,482	65,482	28,584	(36,898)	-56%
Capital Outlay	-	-	78,000	78,000	0%
subtotal	16,547,056	16,547,056	21,827,579	5,280,523	32%
Contingency	-	-	-	-	0%
Total Expenditures	16,547,056	16,547,056	21,827,579	5,280,523	32%
Revenues under Expenditures	(7,867,064)	(7,867,064)	(10,343,922)	(2,476,858)	31%
Beginning Fund Balance	7,867,064	7,867,064	10,343,922	2,476,858	31%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$2,803,665 (32%). Expenditures increase \$5,280,523 (32%). Beginning fund balance increases \$2,476,858 (31%).

Intergovernmental increases \$504,695 (176%) due to expected revenue from the City of Hillsboro for the Glencoe Road sidewalk project.

Miscellaneous increases \$91,988 (113%) due primarily to interest earnings (\$76,488) and rental property fees (\$15,500).

Operating Transfers In increases \$2,206,982 (27%) due to the addition of a new program which will house projects financed by the Road Fund, a transfer from MSTIP3 for the Basalt Creek project (\$155,729) and a transfer from the Road Fund for various projects based on project timing and schedules (\$4,051,253). These increases are offset by a reduction in the transfer from the Transportation Development Tax (TDT) fund for the Brookwood Avenue project (\$2,000,000).

Materials & Services increase \$5,104,809 (33%) due primarily to the normal fluctuations in project expenditures associated with the timing of multiyear transportation projects.

All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes.

Project Name	Project Type	Amount	Status
Jackson School Intersection Realignment	Intersection	\$ 7,000	Post Construction
Gain Share - ITS 2014	Traffic System	220,000	Design
Basalt Creek Parkway Extension	Road	287,000	Design
Hagg Lake Improvement	Road	4,323,000	Construction
Road		4,837,000	
Gains Sare Bike & Ped 2014	Program	400,000	Program
Arterial Pedestrian Crossings	Study	38,700	Design
Bany Rd/Zenith Place Sidewalk	Bike & Ped	110,000	Construction
Bike & Pedestrian		548,700	
80th Avenue -Culvert #1560 Replacement	Bridge	8,000	Post Construction
Butner Rd Culvert #1623 Replacement	Bridge	723,668	Design
227th Avenue Bridge #1323	Bridge	1,339,000	Design
Beef Bend Culvert (ER)	Bridge	278,000	Construction
Bridge		2,348,668	
Fischer Rd Sidewalk (2015 GS)	Road	11,000	Post Construction
Glencoe Rd Sidewalk (2015 GS)	Road	1,030,000	Construction
Bronson Rd/185th to 174th	Road	1,598,500	Construction
214th Avenue Sidewalk (TV Hwy -Johnson) West side	Road	364,500	Construction
209th Avenue Bike Lanes (Alexander - Johnson)	Road	75,000	Design
2016 Gainshare SRTS	Road	600,000	Design
2017 Gainshare SRTS	Road	150,000	Design
Gain Share Bike & Pedestrian		3,829,000	
2015 Gain Share ITS	Traffic System	572,300	Design
2016 Gain Share ITS	Traffic System	350,000	Design
2017 Gain Share ITS	Traffic System	100,000	Design
Gainshare Intelligent Transportation System (ITS)		1,022,300	
New Project Road Capital Project	Road	1,125,000	Design
	Total	\$ 13,710,668	

Transportation Development Tax 374-6065

Budget Detail

This fund has been established to provide a separate program to account for resources made available by the creation of a new transportation tax on development. The Transportation Development Tax (TDT) was approved by voters in November 2008 and replaced the Traffic Impact Fee (TIF) which will be phased out over the next several years. The TDT is collected from new development for use in building transportation system capacity.

1. **LUT Capital Projects (374-606505)**: Program accounts for the financial activities related to road construction activities.
2. **Admin and Analysis (374-606510)**: Program accounts for the financial activities related to administration of the TDT analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
LUT Capital Projects	\$ 67,500	67,500	1,220,000	1,152,500	1,707%
Admin and Analysis	52,274,298	52,274,298	52,450,648	176,350	0%
Total	52,341,798	52,341,798	53,670,648	1,328,850	3%
by category					
Charges for Services	8,000,000	8,000,000	6,700,000	(1,300,000)	-16%
Miscellaneous	439,028	439,028	694,148	255,120	58%
Total Revenues	8,439,028	8,439,028	7,394,148	(1,044,880)	-12%
Materials & Services	44,946,520	44,946,520	51,052,872	6,106,352	14%
Other	100,000	100,000	50,000	(50,000)	-50%
Interdepartmental	446,020	446,020	566,731	120,711	27%
Operating Transfers Out	6,849,258	6,849,258	2,001,045	(4,848,213)	-71%
subtotal	52,341,798	52,341,798	53,670,648	1,328,850	3%
Contingency	-	-	-	-	0%
Total Expenditures	52,341,798	52,341,798	53,670,648	1,328,850	3%
Revenues under Expenditures	(43,902,770)	(43,902,770)	(46,276,500)	(2,373,730)	5%
Beginning Fund Balance	43,902,770	43,902,770	46,276,500	2,373,730	5%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$1,044,880 (12%). Expenditures increase \$1,328,850 (3%). Beginning fund balance increases \$2,373,730 (5%).

Charges for Services decrease \$1,300,000 (16%) due to an anticipated decrease in development activity. Miscellaneous increases \$255,120 (58%) due to interest earnings.

Increases in expenditures are due primarily to the normal fluctuations in project expenditures associated with the timing of multi-year transportation projects.

All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes.

Fund balance continues to increase.

Project Name	Project Type	Amount	Status
TDT Credit Calculation	Program	\$ 28,500	Program
New TDT Signal Project	Signal	-	Design
Cedar Hills Blvd / Highway 26 Intersection	Road	1,220,000	Construction
	Total	\$ 1,248,500	

North Bethany SDC 376-6065

Budget Detail

This fund accounts for the North Bethany System Development Charges (North Bethany SDC) that will help fund needed capacity improvements.

1. **Admin and Analysis (376-606510):** Program accounts for the financial activities related to administration of the North Bethany SDC analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Admin and Analysis	\$ 4,064,165	4,064,165	6,388,141	2,323,976	57%
Total	4,064,165	4,064,165	6,388,141	2,323,976	57%
by category					
Charges for Services	1,800,000	1,800,000	1,900,000	100,000	6%
Miscellaneous	22,417	22,417	45,000	22,583	101%
Total Revenues	1,822,417	1,822,417	1,945,000	122,583	7%
Materials & Services	4,056,883	4,056,883	363,087	(3,693,796)	-91%
Other	-	-	15,000	15,000	0%
Interdepartmental	7,260	7,260	10,025	2,765	38%
Operating Transfers Out	22	22	6,000,029	6,000,007	272,759
subtotal	4,064,165	4,064,165	6,388,141	2,323,976	57%
Contingency	-	-	-	-	0%
Total Expenditures	4,064,165	4,064,165	6,388,141	2,323,976	57%
Revenues under Expenditures	(2,241,748)	(2,241,748)	(4,443,141)	(2,201,393)	98%
Beginning Fund Balance	2,241,748	2,241,748	4,443,141	2,201,393	98%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$122,583 (7%). Expenditures increase \$2,323,976 (57%). Beginning fund balance increases \$2,201,393 (98%).

Charges for Services increase \$1,900,000 (6%) as the North Bethany development activity continues; based on approved development submittals, up to 300 units are expected to be developed in fiscal year 2018-19.

Operating Transfers Out is for the transfer of remaining funds to the North Bethany County Service District for Roads to provide construction resources toward the Springville Road/Kaiser to Joss project and initial design resources toward a new project.

All resources are fully appropriated too maintain flexibility to address future priority transportation projects

Bonny Slope West SDC 378-6065

Budget Detail

This fund was established in fiscal year 2015-16 and accounts for the Bonny Slope West System Development Charges (SDC) that will help fund needed capacity improvements in Bonny Slope.

- Admin and Analysis (378-606510):** Program accounts for the financial activities related to administration of the Bonny Slope West SDC analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Admin and Analysis	\$ 772,500	772,500	1,174,709	402,209	52%
Total	772,500	772,500	1,174,709	402,209	52%
by category					
Charges for Services	772,500	772,500	772,500	-	0%
Miscellaneous	-	-	6,000	6,000	0%
Total Revenues	772,500	772,500	778,500	6,000	1%
Materials & Services	768,209	768,209	1,173,293	405,084	53%
Interdepartmental	4,291	4,291	1,416	(2,875)	-67%
subtotal	772,500	772,500	1,174,709	402,209	52%
Contingency	-	-	-	-	0%
Total Expenditures	772,500	772,500	1,174,709	402,209	52%
	Revenues under Expenditures	-	-	(396,209)	(396,209) 0%
Beginning Fund Balance	-	-	396,209	396,209	0%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$6,000 (1%). Expenditures increase \$402,209 (52%).

Revenues are budgeted similarly to the prior year as development activity has begun within the area. Charges for Services of \$772,500 are anticipated for up to 100 units.

All resources are fully appropriated to allow for flexibility even though no specific plans are identified for the start of transportation improvements in the area.

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Non-operating

Debt Service

- General Obligation Bonds304-3585
- Series 2016B FF&C305-3585
- Miscellaneous Debt306-3585

Risk Management/Insurance

- Liability/Casualty Insurance504-3570
- Life Insurance506-3570
- Workers Compensation Insurance508-3570
- Medical Insurance510-3570
- Unemployment Insurance512-3570
- PERS Employer Stabilization524-1615

Replacement/Reserve

- Revenue Stabilization105-1660
- Animal Services Gifts & Donations154-7095
- Building Equipment Replacement232-3555
- ITS Systems Replacement242-3526
- Fleet Replacement502-3541

Miscellaneous

- General Fund Transfers100-1670
- Lottery Program156-1625
- Strategic Investment Program204-1640
- Gain Share205-1640
- Indirect Cost Recovery222-3595

NON-OPERATING

BUDGET OVERVIEW

Non-operating organization units generally provide an internal service for the entire County organization. For example, the Risk Management/Insurance funds provide a central accounting function for tracking organization-wide costs that are funded by charges to departments based on the number of employees, vehicles or claims experience. Replacement / Reserve funds are used to provide a central accounting function to funds which maintain reserve accounts or provide for assets that are at the end of their useful life. Miscellaneous Non-operating expenditures include the transfer of General Fund resources to special funds and the distribution of Strategic Investment and Gain Share program resources. Funds in the Non-operating budget are all special funds with the exception of the General Fund Transfers Program.

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
General Obligation Bonds	\$ 4,217,258	4,217,258	4,383,208	165,950	4%
Series 2016B FF&C	12,261,894	12,261,894	14,690,453	2,428,559	20%
Miscellaneous Debt	7,091,707	7,091,707	7,228,807	137,100	2%
subtotal - Debt Service	23,570,859	23,570,859	26,302,468	2,731,609	12%
Liability/Casualty Insurance	4,433,262	4,433,262	5,320,024	886,762	20%
Life Insurance	643,223	643,223	627,055	(16,168)	-3%
Workers Compensation Insurance	4,075,177	4,075,177	3,603,761	(471,416)	-12%
Medical Insurance	35,379,837	35,379,837	36,874,325	1,494,488	4%
Unemployment Insurance	1,009,511	1,009,511	805,297	(204,214)	-20%
PERS Employer Stabilization	6,650,878	6,650,878	6,826,663	175,785	3%
subtotal - Risk Management/Insurance	52,191,888	52,191,888	54,057,125	1,865,237	4%
Revenue Stabilization	11,615,588	11,615,588	11,615,588	-	0%
Animal Services Gifts & Donations	574,608	574,608	890,349	315,741	55%
Building Equipment Replacement	5,876,337	5,876,337	5,722,653	(153,684)	-3%
ITS Systems Replacement	2,540,917	2,540,917	1,462,874	(1,078,043)	-42%
Fleet Replacement	15,866,749	15,866,749	16,590,245	723,496	5%
subtotal - Replacement/Reserve	36,474,199	36,474,199	36,281,709	(192,490)	-1%
General Fund Transfers	77,754,894	79,433,445	80,225,873	792,428	1%
Lottery Program	2,043,356	2,043,356	2,103,750	60,394	3%
Strategic Investment Program	30,485,216	38,064,556	44,116,175	6,051,619	16%
Gain Share	-	11,792,787	11,951,530	158,743	1%
Indirect Cost Recovery	19,728,350	19,728,350	22,798,257	3,069,907	16%
subtotal - Miscellaneous	130,011,816	151,062,494	161,195,585	10,133,091	7%
Totals \$	242,248,762	263,299,440	277,836,887	14,537,447	6%

NON-OPERATING

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Taxes	\$ 150,687,437	150,979,244	157,182,644	6,203,400	4%
Licenses & Permits	2,528,569	2,528,569	2,629,712	101,143	4%
Intergovernmental	17,113,774	18,290,518	18,028,584	(261,934)	-1%
Charges for Services	66,683,118	66,683,118	80,716,449	14,033,331	21%
Fines & Forfeitures	827,570	827,570	800,851	(26,719)	-3%
Interdepartmental	19,654,223	19,654,223	22,719,745	3,065,522	16%
Miscellaneous	3,691,394	3,691,394	4,680,755	989,361	27%
Operating Transfers In	53,637,323	55,928,693	59,278,378	3,349,685	6%
Total Revenues	314,823,408	318,583,329	346,037,118	27,453,789	9%
Materials & Services	45,257,941	45,257,941	49,288,497	4,030,556	9%
Other	30,515,428	31,692,172	30,674,914	(1,017,258)	-3%
Interdepartmental	1,723,387	1,723,387	1,763,228	39,841	2%
Operating Transfers Out	124,420,184	144,294,118	131,364,451	(12,929,667)	-9%
Capital Outlay	10,626,895	10,626,895	35,803,186	25,176,291	237%
subtotal	212,543,835	233,594,513	248,894,276	15,299,763	7%
Contingency	29,704,927	29,704,927	28,942,611	(762,316)	-3%
Total Expenditures	242,248,762	263,299,440	277,836,887	14,537,447	6%
Revenues over Expenditures	72,574,646	55,283,889	68,200,231	12,916,342	23%
General Fund Subsidy	(103,005,946)	(103,060,946)	(110,241,845)	(7,180,899)	7%
Special Funds Beginning Balances	30,431,300	47,777,057	42,041,614	(5,735,443)	-12%
Ending Fund Balances \$	-	-	-	-	

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General Obligation Bonds 304-3585

Budget Detail

This fund pays the principal and interest on the May 2016 voter approved general obligation bond for the Emergency Communications System (911).

- Debt Service Program (304-358505):** Principal and interest payments are taken from the amortization schedules included with the closing documents for the respective debt types.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Debt Service Program	\$ 4,217,258	4,217,258	4,383,208	165,950	4%
Total	\$ 4,217,258	4,217,258	4,383,208	165,950	4%
by category					
Taxes	4,205,858	4,205,858	4,375,107	169,249	4%
Miscellaneous	3,000	3,000	3,000	-	0%
Total Revenues	4,208,858	4,208,858	4,378,107	169,249	4%
Other	4,217,258	4,217,258	4,358,208	140,950	3%
subtotal	4,217,258	4,217,258	4,358,208	140,950	3%
Contingency	-	-	25,000	25,000	0%
Total Expenditures	4,217,258	4,217,258	4,383,208	165,950	4%
	Revenues under expenditures	(8,400)	(8,400)	(5,101)	3,299 -39%
Beginning Fund Balance	8,400	8,400	5,101	(3,299)	-39%
	Ending Fund Balance	-	-	-	-

Budget Analysis:

Revenues increase \$169,249 (4%). Expenditures, excluding Contingency, increase \$140,950 (3%). Beginning fund balance decreases \$3,299 (39%).

Property tax revenues are used to pay the debt service on these bonds. The debt service payments for fiscal year 2018-19 will be levied in the fall of 2018; assumptions include a 96% collection rate. The beginning fund balance represents the building up of a reserve to cover any unforeseen revenue shortfalls. The goal is to maintain this reserve at approximately \$25,000.

The debt service payments budgeted for in fiscal year 2018-19 reflect the actual amounts due per the debt service amortization schedule.

See detail of the borrowing in the table below.

The County reviews outstanding debt on a regular basis to ensure refinancing opportunities are evaluated.

See a list of the County's outstanding debt under the Summary Schedules tab.

This fund accounts for the principal and interest on the Series 2016B Full Faith and Credit Obligations (FF&C). Proceeds from this issue are being used to provide funding for capital projects for County facilities, the building of an Event Center and various Major Street Transportation Improvement Program projects.

- Debt Service Program (305-358505):** Principal and interest payments are taken from the amortization schedule included with the closing documents for the debt issue. All expenditures will be tracked in this program. Revenue is received as follows: 1) the General Fund's share of the debt service for General Facilities Capital projects, 2) Gain Share allocated to the Event Center project and future capital outlay, 3) Transient Lodging Tax revenue allocated for a portion of the debt service related to the Event Center project and 4) property taxes allocated to MSTIP 3 Fund's share of the debt service for Major Streets Transportation Improvement Program (MSTIP) Projects.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Debt Service Program	\$ 12,261,894	12,261,894	14,690,453	2,428,559	20%
Total	\$ 12,261,894	12,261,894	14,690,453	2,428,559	20%
by category					
Taxes	935,907	935,907	982,702	46,795	5%
Operating Transfers In	11,325,987	11,325,987	13,545,742	2,219,755	20%
Total Revenues	12,261,894	12,261,894	14,528,444	2,266,550	18%
Other	12,261,894	12,261,894	12,082,600	(179,294)	-1%
subtotal	12,261,894	12,261,894	12,082,600	(179,294)	-1%
Contingency	-	-	2,607,853	2,607,853	0%
Total Expenditures	12,261,894	12,261,894	14,690,453	2,428,559	20%
Revenues under expenditures	-	-	(162,009)	(162,009)	0%
Beginning Fund Balance	-	-	162,009	162,009	0%
Ending Fund Balance	-	-	-	-	-

Budget Analysis:

Revenues increase \$2,266,550 (18%). Expenditures, excluding Contingency, decrease \$179,294 (1%).

In December 2016 the County issued \$121 million in full faith and credit obligations. The proceeds from the borrowing are being used to fund three different types of projects – general facilities projects, construction of an Event Center and road projects through the MSTIP. Funding sources to pay the annual debt service are derived from the General Fund, Gain Share, transient lodging tax revenue and property taxes allocated to MSTIP.

Project Information		2018-19 Resources and Appropriations	
General Facilities Projects	\$ 32,759,813	General Fund	1,424,112
Event Center	34,877,778	Gain Share (General Facilities Projects + Event Center)	4,222,222
MSTIP High Growth	53,362,409	Transient Lodging Tax revenue	982,702
Total Proceeds	121,000,000	Property Taxes allocated to MSTIP	7,899,408
		Total Revenues	14,528,444
General Facilities Projects		Beginning Fund Balance	162,009
PSB Seismic	9,000,000	Total Resources	14,690,453
Public Safety Training Center	9,343,746	Principal	7,240,000
Law Enforcement Facilities	4,000,000	Interest	4,842,600
Buildings on Downtown Campus	5,000,000	subtotal	12,082,600
Hagg Lake Road	1,900,000	Reserve	2,607,853
Facilities Contingency	3,516,067	Total Appropriations	14,690,453
Total General Facilities Projects	\$ 32,759,813		

Miscellaneous Debt 306-3585

Budget Detail

This fund accounts for the principal and interest on other debt not accounted for in the General Obligation Debt Service Fund or the 2016 full faith & credit (FF&C) Debt Service Fund. The debt instruments accounted for in this fund include full faith and credit obligations, notes, contracts and capital leases for debt issued prior to calendar year 2016.

- Debt Service Program (306-358505):** Principal and interest payments are taken from the amortization schedules included with the closing documents for the respective debt types.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Debt Service Program	\$ 7,091,707	7,091,707	7,228,807	137,100	2%
Total	\$ 7,091,707	7,091,707	7,228,807	137,100	2%
by category					
Operating Transfers In	7,059,798	7,059,798	7,194,771	134,973	2%
Total Revenues	7,059,798	7,059,798	7,194,771	134,973	2%
Other	7,091,707	7,091,707	7,194,771	103,064	1%
subtotal	7,091,707	7,091,707	7,194,771	103,064	1%
Contingency	-	-	34,036	34,036	0%
Total Expenditures	7,091,707	7,091,707	7,228,807	137,100	2%
	Revenues under expenditures	(31,909)	(31,909)	(34,036)	(2,127) 7%
Beginning Fund Balance	31,909	31,909	34,036	2,127	7%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$134,973 (2%). Expenditures, excluding Contingency, increase \$103,064 (1%). Beginning fund balance increases \$2,127 (7%).

The County reviews outstanding debt on a regular basis to ensure refinancing opportunities are evaluated.

Transfers from the General Fund and various special funds provide the funding source for the annual debt service payment.

A list of the County’s outstanding debt is located in the Summary Schedules section.

Description	Amount
General Fund	5,727,600
Cost Allocation Plan	1,017,013
Road Fund	432,825
Law Library	17,332
Total Revenues	7,194,770

Finance Description	Project Description	Amount
State OEDD Public Works Loan	Harkins House	\$ 163,049
2004 Refunding of Certificates of Participation Series 1993	Law Library, Juvenile Building	358,050
2013 Refunding of 2006 New Money	Commuter Rail, CWS & City of Hillsboro buyout of PSB space, PCC site improvements, Walnut St. Warehouse	2,211,921
2016 Refunding of Series 2006 Refunding of 2001A	PERS, Durham Quarry, 2001-02 General Fund transfer to MSTIP	4,459,751
	Bank Charges	2,000
Total Expenditures		7,194,771

2018-19 debt service payment:		
Principal		5,263,838
Interest		1,928,933
Bank Charges		2,000
subtotal		7,194,771
Reserve		34,036
Total 2018-19 Appropriations	\$	7,228,807

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Liability/Casualty Insurance 504-3570

Budget Detail

This fund and organizational unit was established to pay claims, legal fees and adjustment services for the County's self-insurance program. Premiums for the County's property insurance, bonds and excess general liability are paid out of this fund.

- Insurance Liability (504-357010):** Provides financial activities related to accounting for insurance required payments and revenues from departments to offset those costs.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Insurance Liability	\$ 4,433,262	4,433,262	5,320,024	886,762	20%
Total	\$ 4,433,262	4,433,262	5,320,024	886,762	20%
by category					
Charges for Services	2,827,032	2,827,032	4,283,379	1,456,347	52%
Miscellaneous	88,196	88,196	119,700	31,504	36%
Total Revenues	2,915,228	2,915,228	4,403,079	1,487,851	51%
Materials & Services	3,321,385	3,321,385	4,102,624	781,239	24%
Interdepartmental	1,111,877	1,111,877	1,217,400	105,523	9%
subtotal	4,433,262	4,433,262	5,320,024	886,762	20%
Contingency	-	-	-	-	0%
Total Expenditures	4,433,262	4,433,262	5,320,024	886,762	20%
Revenues under expenditures	(1,518,034)	(1,518,034)	(916,945)	601,089	-40%
Beginning Fund Balance	1,518,034	1,518,034	916,945	(601,089)	-40%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$1,487,851 (51%). Expenditures increase \$886,762 (20%). Beginning fund balance decreases \$601,089 (40%).

Revenue increases due to the costs charged to departments in the County's Full Cost Plan. Charges are based on anticipated needs determined by an actuarial report and an additional \$1 million in fund balance to meet future and unanticipated expenses. In addition, charges to departments for damage to vehicles is increasing based on the cost to repair vehicles.

Based on the most recent actuarial report, insurance claims are budgeted at \$2,510,125, an increase of \$247,135 (10%) and the transfer to the reserve account increases \$36,654 (20%). Interfund increases \$105,523 (10%) as a result of the changes to the cost allocation plan.

All funds are appropriated to allow for the anticipated settlement of several large claims that may be resolved in fiscal year 2018-19.

This fund and organizational unit was established to collect funds from departments for Life and Long Term Disability (LTD) insurance and, in turn, pays all Life/LTD premiums for insurance provided to County employees.

1. **Insurance Employee Benefits (506-357005):** Provides financial activities related to accounting for employee benefits.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Insurance Employee Benefits	\$ 643,223	643,223	627,055	(16,168)	-3%
Total	\$ 643,223	643,223	627,055	(16,168)	-3%
by category					
Miscellaneous	461,149	461,149	476,944	15,795	3%
Total Revenues	461,149	461,149	476,944	15,795	3%
Materials & Services	459,328	459,328	475,444	16,116	4%
Interdepartmental	4,696	4,696	4,926	230	5%
subtotal	464,024	464,024	480,370	16,346	4%
Contingency	179,199	179,199	146,685	(32,514)	-18%
Total Expenditures	643,223	643,223	627,055	(16,168)	-3%
Revenues under expenditures	(182,074)	(182,074)	(150,111)	31,963	-18%
Beginning Fund Balance	182,074	182,074	150,111	(31,963)	-18%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$15,795 (3%). Expenditures, excluding Contingency, increase \$16,346 (4%). Contingency decreases \$32,514 (18%). Beginning fund balance decreases \$31,963 (18%).

The type and levels of life insurance are anticipated to remain at established levels. Increases in both revenue and expenditures are related to additional staff that has been requested for fiscal year 2018-19, an increase in indirect cost plan charges and is off-set by reductions in contingency.

Rates are partially subsidized as the fund balance is gradually reduced from the current level of \$150,111, to the established goal of \$50,000.

Workers Compensation Insurance 508-3570

Budget Detail

This fund pays claims costs, premiums, administrative charges and payroll taxes, for those claims incurred during the fiscal year, and the continuing liability resulting from claims occurring in previous years.

1. **Insurance Liability (508-357010):** Provides financial activities related to accounting for insurance required payments and revenues from departments to offset those costs.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Insurance Liability	\$ 4,075,177	4,075,177	3,603,761	(471,416)	-12%
Total	\$ 4,075,177	4,075,177	3,603,761	(471,416)	-12%
by category					
Charges for Services	1,886,224	1,886,224	1,611,561	(274,663)	-15%
Miscellaneous	81,500	81,500	88,100	6,600	8%
Total Revenues	1,967,724	1,967,724	1,699,661	(268,063)	-14%
Materials & Services	1,608,751	1,608,751	1,870,231	261,480	16%
Other	85,000	85,000	50,000	(35,000)	-41%
Interdepartmental	315,080	315,080	327,754	12,674	4%
subtotal	2,008,831	2,008,831	2,247,985	239,154	12%
Contingency	2,066,346	2,066,346	1,355,776	(710,570)	-34%
Total Expenditures	4,075,177	4,075,177	3,603,761	(471,416)	-12%
Revenues under expenditures	(2,107,453)	(2,107,453)	(1,904,100)	203,353	-10%
Beginning Fund Balance	2,107,453	2,107,453	1,904,100	(203,353)	-10%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues decrease \$268,063 (14%). Expenditures, excluding Contingency, increase \$239,154 (12%). Contingency decreases \$710,570 (34%). Beginning fund balance decreases \$203,353 (10%).

Revenues are decreasing as a result of a planned spenddown of the fund balance. Improvements to the claims handling process and safety awareness training over the past several years have reduced the County's claims costs. As a result, rates charged to departments have been lowered.

The most recent actuarial report reflects the savings related to the reduction in actual claims costs. The increase in expenditures is the net result of increases in claims (\$59,697), incurred but not reported (IBNR) transfer (\$141,783), administrative fees (\$60,000) and a reduction in the amount paid to the state of Oregon (\$35,000). A new system of rating County positions with industry standard rates led to the \$35,000 (41%) decrease in the amount paid to the state.

Medical Insurance 510-3570

Budget Detail

This fund pays all administrative and claims costs associated with the medical, dental and vision insurance plans, wellness program, employee assistance and flexible spending accounts for dependent care and health expenses.

- Insurance Employee Benefits (510-357005):** Provides financial activities related to accounting for employee, Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) and Retiree benefits.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Insurance Employee Benefits	\$ 35,379,837	35,379,837	36,874,325	1,494,488	4%
Total	\$ 35,379,837	35,379,837	36,874,325	1,494,488	4%
by category					
Charges for Services	34,429,527	34,429,527	34,857,699	428,172	1%
Miscellaneous	349,763	349,763	420,157	70,394	20%
Total Revenues	34,779,290	34,779,290	35,277,856	498,566	1%
Materials & Services	35,257,078	35,257,078	36,738,791	1,481,713	4%
Interdepartmental	122,759	122,759	135,534	12,775	10%
subtotal	35,379,837	35,379,837	36,874,325	1,494,488	4%
Contingency	-	-	-	-	0%
Total Expenditures	35,379,837	35,379,837	36,874,325	1,494,488	4%
Revenues under Expenditures	(600,547)	(600,547)	(1,596,469)	(995,922)	166%
Beginning Fund Balance	600,547	600,547	1,596,469	995,922	166%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$498,566 (1%). Expenditures increase \$1,494,488 (4%). Beginning fund balance increases \$995,922 (166%).

The fund balance target is between \$1million and \$1.5 million to allow for adequate cash flow during the fiscal year. Rates charged to departments increase slightly as a result of new employees. The County charges a blended health insurance rate to departments that is intended to cover the actual costs incurred based on each employee’s elected benefit level. An internal review of how the rate was calculated resulted in a reduction in the blended rate charged to departments.

Expenditures increase due primarily to premium adjustments effective January 1, 2018; estimated increases that will be effective January 1, 2019 and health insurance costs associated with new positions. For budget purposes, the anticipated annual premium adjustments include: Providence 6%, Kaiser 6%, dental 6% and no increase in vision cost. The medical, dental and vision premium line items include additional appropriations set aside to address any unanticipated fluctuations in premiums and approved staffing levels.

County employees pay 5% or 10% of their health care costs based on their plan choices.

Provider / Plan	Percent Change from January 1, 2017 to January 1, 2018
Providence Low Deductible	6.10%
Providence High Deductible	2.20%
Kaiser Low Deductible	-1.40%
Kaiser High Deductible	-1.40%
VSP Vision	No Change
ODS Dental	2.80%
Willamette Dental	6.00%

Unemployment Insurance 512-3570

Budget Detail

This fund and organizational unit was established to collect funds from departments for unemployment insurance and, in turn, pay unemployment claims.

1. **Insurance Employee Benefits (512-357005):** Provides financial activities related to accounting for employee unemployment benefits.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Insurance Employee Benefits	\$ 1,009,511	1,009,511	805,297	(204,214)	-20%
Total	\$ 1,009,511	1,009,511	805,297	(204,214)	-20%
by category					
Charges for Services	62,252	62,252	64,323	2,071	3%
Miscellaneous	9,379	9,379	7,336	(2,043)	-22%
Total Revenues	71,631	71,631	71,659	28	0%
Materials & Services	254,000	254,000	254,000	-	0%
Interdepartmental	5,280	5,280	4,875	(405)	-8%
subtotal	259,280	259,280	258,875	(405)	0%
Contingency	750,231	750,231	546,422	(203,809)	-27%
Total Expenditures	1,009,511	1,009,511	805,297	(204,214)	-20%
Revenues under Expenditures	(937,880)	(937,880)	(733,638)	204,242	-22%
Beginning Fund Balance	937,880	937,880	733,638	(204,242)	-22%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Contingency decreases \$203,809 (27%). Beginning fund balance decreases \$204,242 (22%).

The fund balance target is \$500,000 to allow for payment of unemployment claims at, or near, the same level experienced during the most recent economic downturn. As a result, rates charged to departments continue to decrease as part of a planned reduction in fund balance.

Unemployment claims are budgeted to remain flat at \$250,000 due to the job market and hiring levels.

The Contingency is available to address unforeseen expenditures.

This fund was established to maintain a reserve for future rate increases. Resources may be used to offset a PERS rate increase or to make a lump sum payment to PERS to reduce the County’s unfunded liability.

The Board of Commissioners created this fund to accumulate resources to partially offset future PERS rate increases. Resources were collected from a rate charged to departments based on payroll in fiscal years 2003-04 and 2004-05 and subsequent interest earnings. The rate for this two-year period was 6.02% of payroll. These funds were used to subsidize rate increases during fiscal years 2011-13. The remaining funds are available to offset future PERS expenses.

1. **PERS Employer Stabilization (524-161505):** This program accounts for the reserve activity.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
PERS Employer Stabilization	\$ 6,650,878	6,650,878	6,826,663	175,785	3%
Total	\$ 6,650,878	6,650,878	6,826,663	175,785	3%
by category					
Miscellaneous	25,000	25,000	100,000	75,000	300%
Total Revenues	25,000	25,000	100,000	75,000	300%
Other	6,650,878	6,650,878	6,826,663	175,785	3%
subtotal	6,650,878	6,650,878	6,826,663	175,785	3%
Contingency	-	-	-	-	0%
Total Expenditures	6,650,878	6,650,878	6,826,663	175,785	3%
Revenues under Expenditures	(6,625,878)	(6,625,878)	(6,726,663)	(100,785)	2%
Beginning Fund Balance	6,625,878	6,625,878	6,726,663	100,785	2%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$75,000 (300%). Expenditures increase \$175,785 (3%). Beginning fund balance increases \$100,785 (2%).

Increases in revenues and expenditures represent actual and projected interest earnings. The \$6.8 million amount available, to offset future PERS expenditures, is fully appropriated to allow for flexibility.

Currently, the County does not anticipate allocating these funds over the next PERS biennium 2019 -21. The County will reevaluate this approach annually as part of the budget process.

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This fund provides for the reservation of resources transferred from the General Fund. The Revenue Stabilization Fund combined with the General Fund Contingency comprises the General Fund reserve.

1. **Revenue Stabilization Program (105-166005):** Houses a portion of the General Fund reserve.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Revenue Stabilization Program	\$ 11,615,588	11,615,588	11,615,588	-	0%
Total	\$ 11,615,588	11,615,588	11,615,588	-	0%
by category					
Contingency	11,615,588	11,615,588	11,615,588	-	0%
Total Expenditures	11,615,588	11,615,588	11,615,588	-	0%
	Revenues under Expenditures	(11,615,588)	(11,615,588)	(11,615,588)	- 0%
Beginning Fund Balance	11,615,588	11,615,588	11,615,588	-	0%
Ending Fund Balance	-	-	-	-	-

Budget Analysis:

The resources in this fund have been set aside to provide financial stability for the General Fund over the long-term. Based on the Revenue Stabilization Fund, the General Fund Contingency and the projected return from the department’s proposed budgets, the estimated discretionary reserve on June 30, 2018 will exceed 20%. The Board’s policy is to maintain a reserve that is a minimum of 20% of net General Fund revenues. Net revenues exclude the property taxes dedicated to MSTIP and WCCLS.

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Animal Services Gifts & Donations 154-7095

Budget Detail

This fund accounts for financial contributions from private donors to support current operations and future capital improvements of the Animal Services program and animal shelter.

- Animal Services Gifts & Donations (154-709505):** Provides financial activities related to accounting for gifts and donations provided by private donors.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Animal Services Gifts & Donations	\$ 574,608	574,608	890,349	315,741	55%
Total	\$ 574,608	574,608	890,349	315,741	55%
by category					
Intergovernmental	343,049	343,049	459,428	116,379	34%
Miscellaneous	4,000	4,000	14,000	10,000	250%
Total Revenues	347,049	347,049	473,428	126,379	36%
Materials & Services	443,049	443,049	559,428	116,379	26%
Interdepartmental	80,000	80,000	-	(80,000)	-100%
subtotal	523,049	523,049	559,428	36,379	7%
Contingency	51,559	51,559	330,921	279,362	542%
Total Expenditures	574,608	574,608	890,349	315,741	55%
Revenues under Expenditures	(227,559)	(227,559)	(416,921)	(189,362)	83%
Beginning Fund Balance	227,559	227,559	416,921	189,362	83%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$126,379 (36%). Expenditures, excluding Contingency, increase \$36,379 (7%). Contingency increases \$279,362 (542%). Beginning fund balance increases \$189,362 (83%).

This organization unit houses several specific funds to account for donor-designated gifts in support of Animal Services and the animal shelter: 1) Aurora's Fund to support costs related to animal abuse and neglect cases; 2) supplemental care for veterinary and clinic care and 3) support for shelter enhancements and improvements.

The beginning fund balance increases to \$416,921. Revenue increases from a grant carry forward and investment interest income.

Expenditure increases are primarily for additional supplemental care support. This is offset by a reduction in Intradepartmental of \$80,000 from the 2017-18 budget to pay for vehicle replacement upgrades.

Contingency increases to \$330,921 and represents funds held in reserve for future appropriations.

Building Equipment Replacement 232-3555

Budget Detail

This fund and organization unit provides funding for systematic replacement of various building and equipment components of the County's buildings.

- Equipment Replacement (232-355505):** Accounts for financial activities related to funds held in reserve for building equipment replacement and upgrades to County facilities.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Equipment Replacement	\$ 5,876,337	5,876,337	5,722,653	(153,684)	-3%
Total	\$ 5,876,337	5,876,337	5,722,653	(153,684)	-3%
by category					
Miscellaneous	35,890	35,890	52,673	16,783	47%
Operating Transfers In	2,111,398	2,111,398	2,158,462	47,064	2%
Total Revenues	2,147,288	2,147,288	2,211,135	63,847	3%
Capital Outlay	2,540,000	2,540,000	5,722,653	3,182,653	125%
subtotal	2,540,000	2,540,000	5,722,653	3,182,653	125%
Contingency	3,336,337	3,336,337	-	(3,336,337)	-100%
Total Expenditures	5,876,337	5,876,337	5,722,653	(153,684)	-3%
Revenues under Expenditures	(3,729,049)	(3,729,049)	(3,511,518)	217,531	-6%
Beginning Fund Balance	3,729,049	3,729,049	3,511,518	(217,531)	-6%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$63,847 (3%). Expenditures, excluding Contingency, increase \$3,182,653 (125%). Contingency decreases \$3,336,337 (100%). Beginning fund balance decreases \$217,531 (6%).

The increases in revenues are due to small increases in both the annual transfer from the County's Cost Plan and interest earnings.

Expenditure decreases are the net result of a \$3,182,653 (125%) increase in Capital Outlay and the decrease in Contingency. A total of \$5,722,653 is budgeted in Capital Outlay for the projects noted below.

See table below of planned expenditures for fiscal year 2018-19.

The fund balance decreases to \$3,511,518.

Description	Amount
Carpet replacement	150,000
Replace elevators	100,000
Replace UPS	100,000
LEC/Jail HVAC upgrades	600,000
JSB HVAC upgrades	400,000
Jail walk-in freezer building settling issue	60,000
LEC replace refrigerator and freezer in evidence	60,000
PSB HVAC upgrade	400,000
PSB seismic & waterproofing	2,979,878
subtotal	4,849,878
Contingency	872,775
Total	5,722,653

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This fund provides funding for systematic replacement of key information technology assets.

1. **ITS Systems Replacement (242-352605)**: Provides financial activities related to funds held in reserve for technology systems replacement.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
ITS Systems Replacement	\$ 2,540,917	2,540,917	1,462,874	(1,078,043)	-42%
Total	\$ 2,540,917	2,540,917	1,462,874	(1,078,043)	-42%
by category					
Miscellaneous	18,043	18,043	18,043	-	0%
Operating Transfers In	718,610	718,610	919,603	200,993	28%
Total Revenues	736,653	736,653	937,646	200,993	27%
Operating Transfers Out	1,029,976	1,029,976	131,000	(898,976)	-87%
subtotal	1,029,976	1,029,976	131,000	(898,976)	-87%
Contingency	1,510,941	1,510,941	1,331,874	(179,067)	-12%
Total Expenditures	2,540,917	2,540,917	1,462,874	(1,078,043)	-42%
Revenues under Expenditures	(1,804,264)	(1,804,264)	(525,228)	1,279,036	-71%
Beginning Fund Balance	1,804,264	1,804,264	525,228	(1,279,036)	-71%
Ending Fund Balance	-	-	-	-	-

Budget Analysis:

Revenues increase \$200,993 (27%). Expenditures, excluding Contingency, decrease \$898,976 (87%). Contingency decreases \$179,067 (12%). Beginning fund balance decreases \$1,279,036 (71%).

The decrease in the beginning fund balance is due to the 2017-18 spenddown of the amount held in reserve for replacement of the Tax System.

The fiscal year 2018-19 budget includes an Operating Transfer In of \$919,603 for money collected through the County's indirect cost allocation plan. In addition, an Operating Transfer Out to the General Fund is budgeted for staff costs associated with the Tax System replacement project.

Fleet Replacement 502-3541

Budget Detail

This fund provides for the purchase and disposition of fleet vehicles and equipment. Replacement costs are billed to other departments at an amount estimated to cover depreciation on the fleet.

1. **Fleet Replacement (502-354105)**: Provides financial activities related to funds held in reserve for fleet vehicle replacements.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Fleet Replacement	\$ 15,866,749	15,866,749	16,590,245	723,496	5%
Total	\$ 15,866,749	15,866,749	16,590,245	723,496	5%
by category					
Charges for Services	4,982,494	4,982,494	5,468,643	486,149	10%
Miscellaneous	252,372	252,372	490,369	237,997	94%
Total Revenues	5,234,866	5,234,866	5,959,012	724,146	14%
Materials & Services	956,218	956,218	884,000	(72,218)	-8%
Other	51,070	51,070	-	(51,070)	-100%
Interdepartmental	83,695	83,695	72,739	(10,956)	-13%
Capital Outlay	4,581,040	4,581,040	4,685,050	104,010	2%
subtotal	5,672,023	5,672,023	5,641,789	(30,234)	-1%
Contingency	10,194,726	10,194,726	10,948,456	753,730	7%
Total Expenditures	15,866,749	15,866,749	16,590,245	723,496	5%
Revenues under Expenditures	(10,631,883)	(10,631,883)	(10,631,233)	650	0%
Beginning Fund Balance	10,631,883	10,631,883	10,631,233	(650)	0%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$724,146 (14%). Expenditures, excluding Contingency, decrease \$30,234 (1%). Contingency increases \$753,730 (7%).

Contingency increases to \$10,948,456 and is available to fund future replacements of the County Fleet.

The activity level in this fund typically fluctuates from year to year due to variation in the replacement cycles of the vehicles and equipment represented in the fund as well as variations in the acquisition and resale value of the fleet. The list of vehicles and equipment scheduled for replacement, as well as proposed upgrades and additions, is described in the table to the right.

Fleet Replacement 502-3541

Budget Detail

Type	Quantity	Department	General Fund	Special Fund	Fleet Fund	Total
Planned Vehicle Replacements						
Dodge Sprinter	1	A&T Mapping and Recording	\$		51,000	51,000
Ford E250	2	1 - Facilities - Operations, 1 - LUT ENG - Traffic Engineering			84,000	84,000
Ford E350	3	2 - Facilities - Operations, 1 - Motor Pool			123,000	123,000
Ford Ranger	6	1 - Facilities - Operations, 1 - LUT - Engineering Design, 1 - LUT OPS - Admin, 1 - LUT OPS - Engineering, 1 - LUT OPS - Traffic Maintenance, 1 - Motor Pool			188,000	188,000
Chevrolet Astro	1	ITS Maintenance			32,000	32,000
Ford Escape Hybrid	2	LUT CPM			51,000	51,000
Freightliner FLD120SD	4	LUT OPS - Drainage Operations			840,000	840,000
HI-Way E-2020-16	4	LUT OPS - Roadway Surfaces			180,000	180,000
Henke	1	LUT OPS - Roadway Surfaces			18,500	18,500
Wausau-Everest	1	LUT OPS - Drainage Operations			18,500	18,500
Frink 640 SCK	1	LUT OPS - Drainage Operations			18,500	18,500
Ford F250	1	LUT OPS - Roadway Surfaces			56,000	56,000
Addco Readerboard	1	LUT OPS - Roadway Surfaces			24,000	24,000
Ford F450	1	Fleet Management Services			143,500	143,500
Dodge Stratus	4	1 - Motor Pool, 2 - Public Health - Field Team, 1 - Public Health - Environmental			80,000	80,000
Chevrolet Venture	1	Motor Pool			29,500	29,500
Ford Focus-Upgrade to Ford Escape	2	1 - LUT BLDG - Electrical Inspect, 1 - LUT BLDG - Inspection			40,000	40,000
Dodge Charger	1	SO - Investigations			28,000	28,000
Ford E350	1	SO - Jail - Intake and Release			38,000	38,000
Ford CVPI	7	7 - SO - Patrol Operations,		54,000	225,000	279,000
Chevrolet Tahoe	3	SO - Patrol Operations		134,000	44,500	178,500
Chevrolet Caprice	8	SO - Patrol Operations		324,000	75,000	399,000
BMW R1200 RT-P	4	SO - Patrol Operations		204,000		204,000
		subtotal - Replacements	-	716,000	2,388,000	3,104,000
Proposed Upgrades to Sheriff's Office Planned Vehicle Replacements:						
Dodge Charger	1	SO - Investigations	7,500			7,500
Ford E350	1	SO - Jail - Intake and Release	22,500			22,500
Ford CVPI	6	6 - SO - Patrol Operations	82,500	16,500		99,000
Chevrolet Tahoe	1	SO - Patrol Operations	22,500			22,500
Chevrolet Caprice	2	SO - Patrol Operations		33,000		33,000
		subtotal SO-Upgrades	135,000	49,500	-	184,500
Proposed Upgrades to Various Other Planned Vehicle Replacements:						
Ford Focus-Upgrade to Ford Escape	2	1 - LUT BLDG - Electrical Inspect, 1 - LUT BLDG - Inspection		17,000		17,000
Dodge Stratus	1	1 - Public Health - Environmental	6,500			6,500
		subtotal Non SO-Upgrades	6,500	17,000	-	23,500
Proposed Fleet Vehicle Additions:						
Chevy Colorado 4x4	6	2 - LUT CPM, 1 - LUT ENG - Traffic Eng, 3 LUT OPS - Engineering		196,000		196,000
Motor Carier Van	1	SO - Patrol Operations	64,000			64,000
PI Utility	3	1 - GF, 1 - LOL, 1 - ESPD	54,000	108,000		162,000
Cutaway Van 14' Box	1	Facilities - Operations	52,000			52,000
Chevy Colorado 4x4 w/Snowplow	1	Facilities - Operations	40,000			40,000
Chevy Volt	1	Facilities - Operations	33,750			33,750
Utility Trailer	1	General Parks	6,300			6,300
Patch Truck	1	LUT OPS - Roadway Surfaces		80,000		80,000
Cold Milling Machine	1	LUT OPS - Roadway Surfaces		597,000		597,000
Reader Boards	4	LUT OPS - Traffic Maintenance		74,000		74,000
Button Trailer	1	LUT OPS - Traffic Maintenance		37,500		37,500
F350 Crew Cab Flat Bed Truck	1	LUT OPS - Vegetation		51,000		51,000
Shoulder Boom Mower	1	LUT OPS - Vegetation		137,500		137,500
924G Loader	1	LUT OPS - Drainage Operations		130,000		130,000
Ford Fusion Hybrid	1	Environmental Health	25,000			25,000
		subtotal - Additions	275,050	1,411,000	-	1,686,050
		Totals	\$ 416,550	2,193,500	2,388,000	4,998,050

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General Fund Transfers 100-1670

Budget Detail

This fund accounts for transfers to special funds such as Community Corrections, Human Services, Aging Services, Debt Service and Capital Projects. The fund also receives all of the discretionary revenues available for allocation by the Board of Commissioners including property taxes, interest earnings, indirect cost charge receipts, liquor and cigarette tax distributions and timber receipts.

- General Fund Transfers Program (100-167005):** Provides financial accounting for internal fund transfers and discretionary revenue receipts.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
General Fund Transfers Program	\$ 77,754,894	79,433,445	80,225,873	792,428	1%
Total	\$ 77,754,894	79,433,445	80,225,873	792,428	1%
by category					
Taxes	145,545,672	145,837,479	151,824,835	5,987,356	4%
Licenses & Permits	2,528,569	2,528,569	2,629,712	101,143	4%
Intergovernmental	4,906,889	6,083,633	5,650,541	(433,092)	-7%
Charges for Services	3,803,160	3,803,160	3,340,000	(463,160)	-12%
Fines & Forfeitures	827,570	827,570	800,851	(26,719)	-3%
Miscellaneous	2,343,038	2,343,038	2,377,567	34,529	1%
Operating Transfers In	32,421,530	32,686,530	35,459,800	2,773,270	8%
Total Revenues	192,376,428	194,109,979	202,083,306	7,973,327	4%
Other	-	1,176,744	-	(1,176,744)	-100%
Operating Transfers Out	77,754,894	78,256,701	80,225,873	1,969,172	3%
subtotal	77,754,894	79,433,445	80,225,873	792,428	1%
Contingency	-	-	-	-	0%
Total Expenditures	77,754,894	79,433,445	80,225,873	792,428	1%
Revenues over Expenditures	114,621,534	114,676,534	121,857,433	7,180,899	6%
Resources allocated to other units	(148,835,517)	(148,890,517)	(148,552,866)	337,651	0%
Beginning Fund Balance	34,213,983	34,213,983	26,695,433	(7,518,550)	-22%
Ending Fund Balance	-	-	-	-	-

Budget Analysis:

Revenues increase \$7,973,327 (4%). Expenditures increase \$792,428 (1%). Beginning fund balance decreases \$7,518,550 (22%).

Revenues increase due primarily to taxes \$5,987,356 (4%), Licenses & Permits \$101,143 and Operating Transfers In \$2,773,270 (8%). These increases are off-set by reductions in Intergovernmental \$433,092 (7%) and Charges for Services \$463,160 (12%). Intergovernmental includes marijuana tax first received in fiscal year 2017-18 resulting in a budget adjustment to recognize the \$1.1 million payment. The initial amount represents marijuana tax collections from January 1, 2016 through June 30, 2017. Going forward this revenue source is anticipated to be \$318,000 a reduction of \$858,544.

Operating Transfers Out increases \$1,969,172 (3%) and is comprised of the following:

General Fund Transfer to:	2017-18 Modified	2018-19 Proposed	\$ change	% change
Children and Family Services	\$ 83,000	186,250	103,250	124%
Road Fund	100,620	105,433	4,813	5%
Development Services	25,000	25,000	-	
Community Corrections	2,606,428	2,606,481	53	0%
Human Services	1,711,004	1,824,609	113,605	7%
Aging Services	328,899	335,765	6,866	2%
Survey	72,945	72,945	-	
Miscellaneous Debt Service	6,241,184	5,727,600	(513,584)	-8%
2016 FF&C General Facilities Capital Projects	1,425,668	1,424,112	(1,556)	0%
Housing Services	1,009,135	1,231,618	222,483	22%
Information Services Capital Acquisition	1,539,751	1,049,552	(490,199)	-32%
General Capital Projects	2,350,817	1,964,000	(386,817)	-16%
Office of Community Development	10,000	150,000	140,000	1400%
Mental Health Crisis Services	400,000	400,000	-	
Transfers Net of MSTIP & WCCLS allocations	17,904,451	17,103,365	(801,086)	-4%
MSTIP portion of the 2016B FF&C	5,678,097	7,899,408	2,221,311	39%
Major Streets Transportation Improvement Program (MSTIP)	34,891,710	34,599,903	(291,807)	-1%
subtotal - MSTIP allocation	40,569,807	42,499,311	1,929,504	5%
Washington County Cooperative Library Services (WCCLS)	19,782,443	20,623,197	840,754	4%
subtotal - MSTIP & WCCLS allocations	60,352,250	63,122,508	2,770,258	5%
Totals	\$ 78,256,701	80,225,873	1,969,172	3%

Lottery Program 156-1625

Budget Detail

This fund was created as result of House Bill 3188 which was passed during the 2011 legislative session. This bill requires counties to deposit lottery monies into a dedicated fund in the County budget. Video lottery revenue is received by each county from the state of Oregon as a transfer from the Oregon State Lottery fund. Lottery program revenues will be used to support projects, services, organizations and staff furthering economic development.

1. **Lottery Program** (156-162505): Provides financial accounting for lottery proceeds.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Lottery Program	\$ 2,043,356	2,043,356	2,103,750	60,394	3%
Total	\$ 2,043,356	2,043,356	2,103,750	60,394	3%
by category					
Intergovernmental	2,043,356	2,043,356	2,103,750	60,394	3%
Total Revenues	2,043,356	2,043,356	2,103,750	60,394	3%
Materials & Services	161,100	161,100	160,600	(500)	0%
Other	157,621	157,621	162,672	5,051	3%
Operating Transfers Out	1,724,635	1,724,635	1,780,478	55,843	3%
subtotal	2,043,356	2,043,356	2,103,750	60,394	3%
Contingency	-	-	-	-	0%
Total Expenditures	2,043,356	2,043,356	2,103,750	60,394	3%
Revenues under Expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance	-	-	-	-	0%

Budget Analysis:

Revenues increase \$60,394 (3%). Expenditures increase \$60,394 (3%).

Expenditures include Professional Services \$30,000; Dues & Memberships to local Chambers of Commerce and Economic Development Agencies (\$13,200); Community Events/Sponsorships (\$17,400); Economic Development studies (\$100,000); contributions to the Historical Society (\$162,672); Community Engagement Program (\$350,000); Economic Development staff in the County Administrative Office (\$300,200); Long Range Community Planning activities (\$831,078) and Code Enforcement (\$299,200).

On or before October 1 of each year, the County files a report with the Oregon Department of Administrative Services on the amounts received and their respective purpose and use. This information is posted on the Oregon Transparency Website.

This fund accounts for revenue associated with the Strategic Investment Program (SIP) agreements. This revenue source has been in place since the legislature first enacted SIP legislation in 1993 and is comprised of payments from companies receiving property tax exemptions under the state's Strategic Investment Plan. The purpose of the SIP is to promote economic development and create/retain jobs in areas where eligible projects are located. A company can apply for a property tax exemption for qualifying projects that equal or exceed \$100 million or \$25 million if the project is located in a rural area.

The County has three active SIP agreements: 1) a 2006 agreement with Genentech (2010-25); 2) a 2005 agreement with Intel (2010-25); and, 3) a 2014 agreement with Intel. Both the 2005 Intel and 2006 Genentech SIP agreements cover a 15-year period. The 2014 Intel SIP is a 30-year (2017-46) agreement with multiple investment packages each covering a 15-year period. The first 15-year investment package (2014A) commenced in 2016 with program revenues first received in fiscal year 2017-18.

1. **2006 Genetech SIP (204-164010)**: Provides financial accounting for proceeds and payments related to the Genentech SIP.
2. **2005 Intel SIP (204-164015)**: Provides financial accounting for proceeds and payments related to the 2005 Intel SIP.
3. **Gain Share (204-164025)**: Closed.
4. **2014A Intel SIP (204-164030)**: Provides financial accounting for proceeds and payments related to the 2014A Intel SIP.
5. **SIP Administration (204-164035)**: Interest earnings and all expenditures will be tracked in this program. SIP revenue will be received in the following programs: a) 2006 Genentech SIP (204-164010) covers the 15-year period from 2010-24, b) 2005 Intel SIP (204-164015) covers the 15-year period from 2010-24 and c) 2014A Intel SIP (204-164030) covers the period from 2017-31. Prior to 2017-18 all SIP revenue was transferred to the General Fund.

Strategic Investment Program 204-1640

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
2006 Genetech SIP	\$ 587,599	587,599	-	(587,599)	-100%
2005 Intel SIP	16,884,913	16,884,913	-	(16,884,913)	-100%
Gain Share	11,792,787	19,372,127	-	(19,372,127)	-100%
2014A Intel SIP	1,219,917	1,219,917	-	(1,219,917)	-100%
SIP Administration	-	-	44,116,175	44,116,175	0%
Total	\$ 30,485,216	38,064,556	44,116,175	6,051,619	16%
by category					
Intergovernmental	9,746,353	-	-	-	0%
Charges for Services	18,692,429	18,692,429	31,090,844	12,398,415	66%
Miscellaneous	20,064	-	472,866	472,866	0%
Total Revenues	28,458,846	18,692,429	31,563,710	12,871,281	69%
Operating Transfers Out	26,979,361	38,064,556	21,000,000	(17,064,556)	-45%
Capital Outlay	3,505,855	-	23,116,175	23,116,175	0%
subtotal	30,485,216	38,064,556	44,116,175	6,051,619	16%
Contingency	-	-	-	-	0%
Total Expenditures	30,485,216	38,064,556	44,116,175	6,051,619	16%
Revenues under Expenditures	(2,026,370)	(19,372,127)	(12,552,465)	6,819,662	-35%
Beginning Fund Balance	2,026,370	19,372,127	12,552,465	(6,819,662)	-35%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$12,871,281 (69%). Expenditures increase \$6,051,619 (16%). Beginning fund balance decreases \$6,819,662 (35%).

Revenue to this organization unit is expected to increase for all three SIP programs – 2006 Genetech (\$11,980), 2005 Intel (\$3,946,917) and 2014A Intel (\$8,439,517). Interest earnings are also expected to grow (\$472,866).

Expenditures include a \$21 million transfer to the General Fund, which is an increase of \$1.3 million over the previous budget year. The remaining \$23 million is appropriated as Capital Outlay and represents funds held for future transfers or one-time projects. All resources are fully appropriated to allow for flexibility in project schedules.

The 2007 legislature approved the Gain Share program to allow local governments to share annually in state income tax revenues generated from jobs created under SIP agreements. The Gain Share program initially returned 50% of the state income tax revenue attributed to SIP project employment to taxing jurisdictions.

In June 2015, the legislature modified the Gain Share program with the passage of SB 129. The modification set the local share of the state income tax to 50% of the tax from new employment and 20% from retained employment, set a cap of \$16 million on the amount a county can receive each fiscal year, extended the program from 2019 to 2024 and changed the allocation mechanism from a separate shared services fund to a direct allocation by the Oregon Department of Revenue. Future allocations are subject to legislative modification.

Gain Share monies were earmarked by the Board for the Event Center and future Facilities capital projects. In 2016-17 the County issued Full Faith & Credit obligations backed by the future receipt of Gain Share revenue from the state through 2024. These future Gain Share monies will be transferred to the Miscellaneous Debt Service fund.

In fiscal year 2017-18 the Gain Share program was separated from the previous SIP and Gain Share Fund and set up as its own fund - Gain Share Fund with one program to account for payments made in accordance with the Board approved spending plan.

1. **Gain Share (205-164025):** Provides financial accounting for proceeds and payments related to Gain Share.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Gain Share	\$ -	11,792,787	11,951,530	158,743	1%
Total	\$ -	11,792,787	11,951,530	158,743	1%
by category					
Intergovernmental	-	9,746,353	9,736,353	(10,000)	0%
Miscellaneous	-	20,064	40,000	19,936	99%
Operating Transfers In	-	2,026,370	-	(2,026,370)	-100%
Total Revenues	-	11,792,787	9,776,353	(2,016,434)	-17%
Operating Transfers Out	-	8,286,932	9,672,222	1,385,290	17%
Capital Outlay	-	3,505,855	2,279,308	(1,226,547)	-35%
subtotal	-	11,792,787	11,951,530	158,743	1%
Contingency	-	-	-	-	0%
Total Expenditures	-	11,792,787	11,951,530	158,743	1%
Revenues under Expenditures	-	-	(2,175,177)	(2,175,177)	0%
Beginning Fund Balance	-	-	2,175,177	2,175,177	0%
Ending Fund Balance	-	-	-	-	-

Budget Analysis:

Revenues decrease \$2,016,434 (17%). Expenditures increase \$158,743 (1%).

The beginning fund balance for fiscal year 2018-19 is expected to be \$2,175,177 due to higher than expected interest earnings in the previous year.

This year's budget includes a \$9.67 million transfer to support projects represented in the annual Gain Share plan presented to the Board of Commissioners (see table below). The remaining \$2.28 million is budgeted in Capital Outlay and represents funds held aside for future year projects. All resources are fully appropriated to allow for flexibility in project schedules.

For use in the Budget Detail page	
Description	\$ Amount
Beginning Fund Balance	2,175,177
Gain Share Revenue	9,736,353
Interest Earnings	40,000
Total Resources	11,951,530
Operating Transfers Out	9,672,222
Capital Outlay	2,279,308
Total Expenditures	11,951,530
Gain Share Detail	Amount
Facilities Capital - WSC Seismic	1,500,000
ITS acquisitions, upgrades and	1,000,000
Safe Routes to Schools	2,000,000
Traffic congestion & growth	600,000
Small Projects - Wood Smoke Reduction	350,000
Debt Service	4,222,222
subtotal	9,672,222
Future capital outlay	2,279,308
Total	11,951,530
<i>Future capital outlay comprised of:</i>	
Future projects	2,000,000
Unallocated; accumulated interest earnings	279,308
Total	\$ 2,279,308

Indirect Cost Recovery 222-3595

Budget Detail

This fund accounts for the indirect costs that are allocated to and recovered from operating departments in connection with the Countywide cost allocation plan. Monies received in this fund are in turn expended as reimbursements to the fund or cost center that provided the service.

- Indirect Cost Recovery (222-359505):** Provides financial accounting for the collection of indirect costs that are recovered through the Countywide cost allocation plan.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Indirect Cost Recovery	\$ 19,728,350	19,728,350	22,798,257	3,069,907	16%
Total	\$ 19,728,350	19,728,350	22,798,257	3,069,907	16%
by category					
Intergovernmental	74,127	74,127	78,512	4,385	6%
Interdepartmental	19,654,223	19,654,223	22,719,745	3,065,522	16%
Total Revenues	19,728,350	19,728,350	22,798,257	3,069,907	16%
Materials & Services	2,797,032	2,797,032	4,243,379	1,446,347	52%
Operating Transfers Out	16,931,318	16,931,318	18,554,878	1,623,560	10%
subtotal	19,728,350	19,728,350	22,798,257	3,069,907	16%
Contingency	-	-	-	-	0%
Total Expenditures	19,728,350	19,728,350	22,798,257	3,069,907	16%
Revenues under Expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance	-	-	-	-	0%

Budget Analysis:

Revenues increase \$3,069,907 (16%). Expenditures increase \$3,069,907 (16%).

Revenues and expenditures increase \$3,069,907 (16%) due primarily to the following increases in the fiscal year 2017-18 modified budget: 1) staff increases in County Counsel (1.0), Assessment & Taxation (3.0), Community Engagement (1.0), Human Resources (0.25), Information Technology Services (4.0) and Facilities (3.0); 2) annual increase in external audit fees and centralized grant training classes in the Finance Division; 3) various salary/market adjustments for the Board, County Counsel and County Auditor as well as a 1.9% market adjustment for all non-represented employees; and the first year inclusion of the Community Engagement and County Emergency Management organization units in the County's Full Cost Plan.

Operating Transfers Out increase \$1,623,560 (10%). Increases in transfers to the 1) General Fund \$1,496,738 (11%), for the General Fund's share of indirect charges to special funds, 2) Building Equipment Replacement fund \$47,064 (2%) for the transfer for the 2% annual depreciation charge, 3) ITS Replacement fund \$200,993 (28%) for the additional depreciation from new equipment placed in service and 4) Liability/Casualty fund \$1,446,347 to build fund balance and increase the reserves per the latest actuarial report; these increases are slightly offset by the \$121,235 (33%) decrease in the transfer to Miscellaneous Debt Service due to a refinancing in a prior year.



Service Districts

Enhanced Sheriff's Patrol District (ESPD)210-1680
 Urban Road Maintenance District (URMD)214-6080
 North Bethany County Service District for Roads215-6085
 Service District for Lighting No. 1 (SDL No. 1)434-6090

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SERVICE DISTRICTS

BUDGET OVERVIEW

Special district governments provide specific services that are not being supplied by existing general purpose governments. Most perform a single function, but in some instances, their enabling legislation allows them to provide several, usually related services.

Organization Unit	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Enhanced Sheriff's Patrol District	\$ 40,014,151	40,014,151	39,298,890	(715,261)	-2%
Urban Road Maintenance District	\$ 16,230,031	16,230,031	15,258,092	(971,939)	-6%
North Bethany County Service District for Roads	\$ 756,855	756,855	7,072,321	6,315,466	834%
Service District for Lighting No. 1	\$ 2,865,079	2,865,079	2,906,872	41,793	1%

Enhanced Sheriff's Patrol District (ESPD) 210-1680

Budget Detail

Enhanced Sheriff's Patrol District (ESPD) is a separate government jurisdiction. Fiscal year 2016-17 is the fourth year of a five-year, rate based local option levy passed by ESPD voters in November of 2012. The current levy of \$0.68 cents per \$1,000 of assessed value, when combined with the District's permanent rate of \$0.64 cents per \$1,000 of assessed value, provides \$1.32 per \$1,000 of assessed value to fund law enforcement patrol activity in the District.

1. **Enhanced Sheriff's Patrol District (210-168005)**: This organization unit exists for the purpose of housing property tax revenues for the District and to disperse funds for ESPD operations.
2. **Public Outreach (210-168010)**: This program tracks all costs related to providing information to the public in preparation of an election.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Enhanced Sheriff's Patrol District	\$ 39,989,151	39,989,151	39,298,890	(690,261)	-2%
Public Outreach	25,000	25,000	-	(25,000)	-100%
Total	40,014,151	40,014,151	39,298,890	(715,261)	-2%
by category					
Taxes	25,169,714	25,169,714	26,481,429	1,311,715	5%
Intergovernmental	77,119	77,119	66,644	(10,475)	-14%
Charges for Services	17,728	17,728	57,011	39,283	222%
Miscellaneous	117,695	117,695	161,733	44,038	37%
Total Revenues	25,382,256	25,382,256	26,766,817	1,384,561	5%
Materials & Services	26,364,443	26,364,443	28,112,008	1,747,565	7%
Operating Transfers Out	2,733,484	2,733,484	-	(2,733,484)	-100%
subtotal	29,097,927	29,097,927	28,112,008	(985,919)	-3%
Contingency	10,916,224	10,916,224	11,186,882	270,658	2%
Total Expenditures	40,014,151	40,014,151	39,298,890	(715,261)	-2%
Revenues under Expenditures	(14,631,895)	(14,631,895)	(12,532,073)	2,099,822	-14%
Beginning Fund Balance	14,631,895	14,631,895	12,532,073	(2,099,822)	-14%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$1,384,561 (5%). Expenditures, excluding Contingency, decrease \$985,919 (3%). Contingency increases \$270,658 (2%). Beginning fund balance decreases \$2,099,822 (14%).

Taxes increase \$1.3 million, Intergovernmental (Gain Share) decreases \$10,475, Charges for Services (Strategic Investment Program) increases \$39,283 and Miscellaneous (interest earnings) increase \$44,038.

Materials & Services increase \$1,747,565 (7%) for funds transferred to District Patrol to support law enforcement services in the ESPD. This increase includes funding for a 1.00 FTE Deputy, fleet operating costs, additional training and travel, County Cost Plan, information technology costs, one new vehicle and 13 replacement vehicles. Interfund and Operating Transfers Out decrease a net of \$2.7 million for tenant improvements for the Walnut Street Training Center, a one-time expense in fiscal year 2017-18.

Beginning fund balance decreases due primarily to the tenant improvements to the Walnut Street Training Center property that was paid in FY 2017-18. Contingency is available for unanticipated needs and future stability of service levels.

Urban Road Maintenance District (URMD) 214-6080

Budget Detail

The Urban Road Maintenance District (URMD) provides an enhanced level of road maintenance service including neighborhood street traffic calming on all access roads and all County roads except arterials and major collectors in the urban unincorporated areas of the County. In FY 2012-13, the Board of Commissioners reduced the adopted pavement condition index (PCI) goal from “very good” to “good”. The policy change was made to allow more revenue to be used for needed safety improvements over time.

1. **Urban Road Maintenance Improvement District (214-608005)**: This organization unit exists for the purpose of housing property tax revenues for the District and to disperse funds for URMD operations.
2. **URMD Safety Improvements (214-608010)**: This program houses funds used to fund planned public safety improvements on roads within the district.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Urban Road Maintenance Improvement District	\$ 12,494,031	12,494,031	11,507,092	(986,939)	-8%
URMD Safety Improvements	3,736,000	3,736,000	3,751,000	15,000	0%
Total	16,230,031	16,230,031	15,258,092	(971,939)	-6%
by category					
Taxes	4,678,276	4,678,276	4,884,491	206,215	4%
Charges for Services	18,000	18,000	18,000	-	0%
Miscellaneous	111,649	111,649	168,186	56,537	51%
Total Revenues	4,807,925	4,807,925	5,070,677	262,752	5%
Materials & Services	5,770,100	5,770,100	5,570,600	(199,500)	-3%
Interdepartmental	1,473,244	1,473,244	1,372,969	(100,275)	-7%
Operating Transfers Out	21,526	21,526	29,467	7,941	37%
subtotal	7,264,870	7,264,870	6,973,036	(291,834)	-4%
Contingency	8,965,161	8,965,161	8,285,056	(680,105)	-8%
Total Expenditures	16,230,031	16,230,031	15,258,092	(971,939)	-6%
Revenues under Expenditures	(11,422,106)	(11,422,106)	(10,187,415)	1,234,691	-11%
Beginning Fund Balance	11,422,106	11,422,106	10,187,415	(1,234,691)	-11%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$262,752 (5%). Expenditures, excluding Contingency, decrease \$291,834 (4%). Contingency decreases \$680,105 (8%). Beginning fund balance decreases \$1,234,691 (11%).

Taxes increase \$206,215 (4%), commensurate with the estimated increase in the districts assessed value. The URMD also receives a small amount of revenue from the Community Service Fee, which is part of the active Strategic Investment Program (SIP) agreements between the County and Intel and Genentech.

Expenditures decrease overall due primarily to the project delivery schedule effecting variations in expenditures from year to year for safety improvements recommended by the Urban Road Maintenance District Advisory Committee (URMDAC).

In fiscal year 2012-13, the Board of Commissioners reduced the adopted pavement condition index (PCI) goal from "very good" to "good", resulting in the decrease in preventive pavement maintenance treatments. Pavement maintenance is expected to remain at a reduced level over the next few years, as the "very good" pavement condition of URMD roads is allowed to adjust to the new service level target of "good". The change in policy was made to allow more revenue to be used for needed safety improvements.

The proposed budget continues funding for public safety improvements that were not funded prior to the change in Pavement Condition Index (PCI) policy. The URMD Advisory Committee plans to continue to review URMD pavement and financial conditions annually in order to forward an appropriate recommendation for funding of safety improvements.

North Bethany County
 Service District for Roads 215-6085

Budget Detail

The North Bethany County Service District for Roads (North Bethany CSDR) was approved by voters in the May 2011 election. The District is authorized a permanent property tax rate of up to \$1.25 per \$1,000 assessed value to pay a portion of the cost of constructing roads to serve the North Bethany area. Additional funding is anticipated to come from a developer paid supplemental system development charge, developer paid transportation development taxes and other transportation funds.

1. **North Bethany County Service District (215-608505):** This organization unit exists for the purpose of housing property tax revenues for the District and to disperse funds for road construction activities.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
North Bethany County Service District	\$ 756,855	756,855	7,072,321	6,315,466	834%
Total	756,855	756,855	7,072,321	6,315,466	834%
by category					
Taxes	350,000	350,000	600,000	250,000	71%
Miscellaneous	4,000	4,000	6,000	2,000	50%
Operating Transfers In	221	221	6,000,163	5,999,942	714,906
Total Revenues	354,221	354,221	6,606,163	6,251,942	1,765%
Materials & Services	40,000	540,000	6,699,856	6,159,856	1,141%
Interdepartmental	13,781	13,781	162,465	148,684	1,079%
Capital Outlay	-	-	210,000	210,000	0%
subtotal	53,781	553,781	7,072,321	6,518,540	1,177%
Contingency	703,074	203,074	-	(203,074)	-100%
Total Expenditures	756,855	756,855	7,072,321	6,315,466	834%
Revenues under Expenditures	(402,634)	(402,634)	(466,158)	(63,524)	16%
Beginning Fund Balance	402,634	402,634	466,158	63,524	16%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$6,251,942 (1,765%). Expenditures, excluding Contingency, increase \$6,518,540 (1,177%). Contingency decreases \$203,074 (100%). Beginning fund balance increases \$63,524 (16%).

Taxes increase \$250,000 (71%) as new development continues within the District. A six million dollar Operating Transfer In from the North Bethany System Development Charge Fund is budgeted to assist with the construction of the Springville Road/Kaiser to Joss project currently in design and to provide flexibility in addressing future priority transportation projects within North Bethany.

All anticipated resources are fully appropriated to allow for project flexibility.

Materials & Services increase significantly to reflect the need for professional services associated with the design and construction of the Springville Road/Kaiser to Joss project.

Interdepartmental increases for the reimbursement of staff time worked on projects.

Capital outlay increases \$210,000 for right-of-way acquisitions necessary to complete the project as designed.

Service District for Lighting No. 1 (SDL No. 1) 434-6090

Budget Detail

The Service District for Lighting No.1 (SDL No.1) provides neighborhood street lighting services for residents within the urban, unincorporated areas of Washington County. SDL No.1 operates on a fee for service basis. The fee is included in the tax assessment statement going to each property owner.

1. **Special Light District No. 1** (434-609005): This organization unit exists for the purpose of housing revenue and expenditures for the District.

Program Description	Adopted	Modified	Proposed	Change	
	2017-18	2017-18	2018-19	\$	%
Special Light District No. 1	\$ 2,865,079	2,865,079	2,906,872	41,793	1%
Total	2,865,079	2,865,079	2,906,872	41,793	1%
by category					
Miscellaneous	1,837,986	1,837,986	1,939,500	101,514	6%
Total Revenues	1,837,986	1,837,986	1,939,500	101,514	6%
Materials & Services	1,856,650	1,856,650	2,020,450	163,800	9%
Interdepartmental	209,904	209,904	156,841	(53,063)	-25%
Operating Transfers Out	6,523	6,523	8,383	1,860	29%
subtotal	2,073,077	2,073,077	2,185,674	112,597	5%
Contingency	792,002	792,002	721,198	(70,804)	-9%
Total Expenditures	2,865,079	2,865,079	2,906,872	41,793	1%
Revenues under Expenditures	(1,027,093)	(1,027,093)	(967,372)	59,721	-6%
Beginning Fund Balance	1,027,093	1,027,093	967,372	(59,721)	-6%
Ending Fund Balance \$	-	-	-	-	-

Budget Analysis:

Revenues increase \$101,514 (6%). Expenditures, excluding Contingency, increase \$112,597 (5%). Contingency decreases \$70,804 (9%). Beginning fund balance decreases \$59,721 (6%).

Several new assessment areas have been added to the SDL increasing revenues approximately 6%.

Materials & Services increases \$163,800 (9%) are primarily in utility costs as the district continues to add assessment areas. Monthly energization costs continue to stabilize as more LED lights are installed in new assessment areas. PGE indicates if there is an increase in their rates, it will likely be 1% or less for calendar year 2018.

The SDL program is moving to Administrative Services, helping to streamline costs as one full time staff manages the entirety of the program.

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<u>OPERATING BUDGET</u>				
GENERAL GOVERNMENT				
Direct Services				
Board of Commissioners	100	1010	\$ -	495,681
County Administrative Office	100	1510	342,223	2,322,396
County Counsel	100	2010	2,295	2,666,395
County Auditor	100	2510	-	504,458
Elections	100	3010	646,654	2,341,753
Assessment & Taxation	100	3020	2,798,800	11,351,525
Community Engagement	100	3110	350,000	717,330
County Emergency Management	100	3210	242,932	931,923
			<u>4,382,904</u>	<u>21,331,461</u>
Support Services				
Support Services Administration	100	3510	53,645	1,487,959
Finance	100	3515	201,750	2,746,896
Human Resources	100	3520	-	3,238,492
Information Technology Services	100	3525	969,500	18,086,202
Purchasing	100	3530	8,000	561,420
Facilities Management	100	3535	100,000	11,927,603
			<u>1,332,895</u>	<u>38,048,572</u>
		Total General Fund	<u>5,715,799</u>	<u>59,380,033</u>
Fleet Services	500	3540	4,684,627	5,123,211
Central Services	516	3545	1,817,785	2,028,696
		Total Special Funds	<u>6,502,412</u>	<u>7,151,907</u>
		TOTAL GENERAL GOVERNMENT	<u>\$ 12,218,211</u>	<u>66,531,940</u>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
PUBLIC SAFETY & JUSTICE				
Sheriff's Office Administration	100	4010	\$ 479,473	5,472,241
Law Enforcement	100	4020	4,366,597	23,776,446
Jail	100	4030	4,155,875	28,433,678
District Attorney	100	4510	3,272,472	12,965,705
Juvenile	100	5010	15,000	7,234,174
Juvenile Administration	100	5030	137,257	1,445,069
Jail Health Care	100	7020	218,000	5,439,715
Justice Court	100	8010	2,050,500	839,782
			<hr/>	<hr/>
		Total General Fund	14,695,174	85,606,810
			<hr/>	<hr/>
Law Library	176	8510	372,049	1,272,612
District Patrol	182	4020	28,177,358	28,177,358
Sheriff's Contract Services	186	4060	1,253,233	1,253,233
Community Corrections	188	5510	20,710,073	22,524,546
Juvenile Grants	196	5040	793,236	886,187
Juvenile Conciliation Services	197	5020	538,921	708,691
Court Security	202	4040	500,000	1,540,700
Grants & Donations	224	4050	2,378,178	2,378,178
Jail Commissary	226	4030	207,500	848,940
Juvenile High Risk Prevention Funds	228	5050	1,849,272	2,889,126
LOL Administration	234	1690	26,438,121	20,379,890
LOL Sheriff's Administration	234	4010	-	1,354,782
LOL Law Enforcement	234	4020	37,000	12,117,128
LOL Jail	234	4030	-	2,954,198
LOL District Attorney	234	4510	471,768	3,239,380
LOL Juvenile	234	5010	8,000	1,637,534
LOL Community Corrections	234	5515	-	4,572,735
Civil Forfeitures	238	4090	5,632	322,589
			<hr/>	<hr/>
		Total Special Funds	83,740,341	109,057,807
			<hr/>	<hr/>
		TOTAL PUBLIC SAFETY & JUSTICE	\$ 98,435,515	194,664,617
			<hr/>	<hr/>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
LAND USE & TRANSPORTATION				
Long Range Planning	100	6010	\$ 2,540,634	3,931,522
Watermaster	100	9610	140,066	210,750
Total General Fund			2,680,700	4,142,272
Engineering Services	168	6030	2,332,500	8,446,379
Administration	168	6040	1,246,299	3,140,780
Capital Project Management	168	6050	5,923,678	7,021,104
Operations & Maintenance	168	6060	2,293,000	37,426,859
Public Land Corner	170	6030	850,000	2,849,028
Current Planning	172	6020	2,598,442	6,049,618
Building Services	174	6020	8,983,280	26,125,515
Maintenance Improvement	212	6075	40,079	318,866
Surveyor	216	6030	676,545	1,651,352
Total Special Funds			24,943,823	93,029,501
TOTAL LAND USE & TRANSPORTATION			27,624,523	97,171,773
HOUSING, HEALTH & HUMAN SERVICES				
Public Health	100	7030	13,220,592	17,520,451
HHS Administration	100	7040	952,615	1,932,804
Animal Services	100	7090	1,664,200	2,764,340
Veteran Services	100	7510	337,956	1,184,127
Total General Fund			16,175,363	23,401,722
Community Development Block Grant	164	9010	4,349,174	4,389,174
Children, Youth & Families	166	7050	7,190,530	7,662,602
Human Services	192	7060	52,713,369	54,833,652
Oregon Health Plan	193	7080	51,000	5,272,811
Mental Health HB 2145	194	7070	-	1,574,390
Health Share of Oregon	195	7085	12,309,000	16,686,085
Aging Services	198	7520	4,808,898	5,459,602
Mental Health Crisis Services	199	7089	5,224,048	7,558,313
Tri-County Risk Reserve	207	7086	-	10,500,000
Emergency Medical Services	208	7010	599,956	1,594,536
Housing Services	218	6510	10,025,458	10,320,729
HOME	220	9020	3,630,384	3,630,384
Air Quality	244	9030	835,479	1,312,956
Total Special Funds			101,737,296	130,795,234
TOTAL HOUSING, HEALTH & HUMAN SERVICES			\$ 117,912,659	154,196,956

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
CULTURE, EDUCATION & RECREATION				
Parks	100	3560	\$ 1,009,000	1,287,725
Extension Services	100	9510	-	515,258
Total General Fund			1,009,000	1,802,983
Metzger Park	162	3560	106,828	147,089
Cooperative Library Services	184	9710	34,687,027	43,660,350
West Slope Library	185	9710	896,094	1,383,753
County Fair Complex	200	9810	2,940,704	4,761,745
Transient Lodging Tax	240	1655	3,811,812	5,194,370
Total Special Funds			42,442,465	55,147,307
TOTAL CULTURAL EDUCATION & RECREATION			43,451,465	56,950,290
NON-DEPARTMENTAL				
Non-departmental	100	1620	100,000	1,352,166
General Fund Contingency	100	1630	-	12,651,416
Community Network	100	1696	-	591,500
Total General Fund			100,000	14,595,082
TOTAL NON-DEPARTMENTAL			100,000	14,595,082
TOTAL OPERATING BUDGET			\$ 299,742,373	584,110,658

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<u>CAPITAL BUDGET</u>				
FACILITIES & TECHNOLOGY				
2016 FF&C Facilities Capital Projects	353	3580	\$ 147,735	9,996,758
ITS Capital Projects	354	3580	4,477,579	5,967,556
Facilities Park SDC	355	3580	13,045	89,018
Facilities Capital Projects	356	3580	4,475,444	14,905,035
Parks & Open Spaces Opportunity	357	3580	103,906	364,318
Emergency Communications System	359	3580	581,002	38,311,751
			<u>9,798,711</u>	<u>69,634,436</u>
Total Special Funds				
TOTAL FACILITIES & TECHNOLOGY			<u>9,798,711</u>	<u>69,634,436</u>
TRANSPORTATION				
Countywide Traffic Impact Fee	360	6065	31,568	1,617,616
Major Streets Transportation Improvement	362	6065	49,333,277	148,924,872
Road Capital Projects	368	6065	11,483,657	21,827,579
Transportation Development Tax	374	6065	7,394,148	53,670,648
North Bethany SDC	376	6065	1,945,000	6,388,141
Bonny Slope West SDC	378	6065	778,500	1,174,709
			<u>70,966,150</u>	<u>233,603,565</u>
Total Special Funds				
TOTAL TRANSPORTATION			<u>70,966,150</u>	<u>233,603,565</u>
CULTURE, EDUCATION & RECREATION				
Event Center	380	9820	4,244,212	-
			<u>4,244,212</u>	<u>-</u>
Total Special Funds				
TOTAL CULTURE, EDUCATION & RECREATION			<u>4,244,212</u>	<u>-</u>
TOTAL CAPITAL BUDGET			<u>\$ 85,009,073</u>	<u>303,238,001</u>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<u>NON-OPERATING BUDGET</u>				
DEBT & OTHER FINANCING				
General Obligation Bonds	304	3585	\$ 4,378,107	4,383,208
Series 2016B FF&C	305	3585	14,528,444	14,690,453
Miscellaneous Debt	306	3585	7,194,771	7,228,807
			<u>26,101,322</u>	<u>26,302,468</u>
Total Special Funds				
TOTAL DEBT & OTHER FINANCING			<u>26,101,322</u>	<u>26,302,468</u>
RISK MANAGEMENT/INSURANCE				
Liability/Casualty Insurance	504	3570	4,403,079	5,320,024
Life Insurance	506	3570	476,944	627,055
Workers Compensation Insurance	508	3570	1,699,661	3,603,761
Medical Insurance	510	3570	35,277,856	36,874,325
Unemployment Insurance	512	3570	71,659	805,297
PERS Employer Stabilization	524	1615	100,000	6,826,663
			<u>42,029,199</u>	<u>54,057,125</u>
Total Special Funds				
TOTAL RISK MANAGEMENT/INSURANCE			<u>42,029,199</u>	<u>54,057,125</u>
REPLACEMENT/RESERVE				
Revenue Stabilization	105	1660	-	11,615,588
Animal Services Gifts & Donations	154	7095	473,428	890,349
Building Equipment Replacement	232	3555	2,211,135	5,722,653
ITS Systems Replacement	242	3526	937,646	1,462,874
Fleet Replacement	502	3541	5,959,012	16,590,245
			<u>9,581,221</u>	<u>36,281,709</u>
Total Special Funds				
TOTAL REPLACEMENT/RESERVE			<u>9,581,221</u>	<u>36,281,709</u>
MISCELLANEOUS				
General Fund Transfers	100	1670	202,083,306	80,225,873
			<u>202,083,306</u>	<u>80,225,873</u>
Total General Fund				
Lottery Program	156	1625	2,103,750	2,103,750
Strategic Investment Program	204	1640	31,563,710	44,116,175
Indirect Cost Recovery	222	3595	22,798,257	22,798,257
			<u>56,465,717</u>	<u>69,018,182</u>
Total Special Funds				
TOTAL MISCELLANEOUS			<u>258,549,023</u>	<u>149,244,055</u>
TOTAL NON-OPERATING			<u>336,260,765</u>	<u>265,885,357</u>
TOTAL BUDGET			<u>\$ 721,012,211</u>	<u>1,153,234,016</u>

APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	PROPOSED EXPENDITURES	PROPOSED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
General Fund	100	\$ 269,154,775	242,459,342	-	242,459,342
Revenue Stabilization	105	11,615,588	-	-	-
Animal Services Gifts & Donations	154	890,349	473,428	-	473,428
Lottery Program	156	2,103,750	2,103,750	-	2,103,750
Metzger Park	162	147,089	106,828	-	106,828
Community Development Block Grant	164	4,389,174	4,349,174	-	4,349,174
Children, Youth & Families	166	7,662,602	7,190,530	-	7,190,530
Engineering Services	168	8,446,379	2,332,500	-	2,332,500
Administration	168	3,140,780	1,246,299	-	1,246,299
Capital Project Management	168	7,021,104	5,923,678	-	5,923,678
Operations & Maintenance	168	37,426,859	2,293,000	-	2,293,000
Public Land Corner	170	2,849,028	850,000	-	850,000
Current Planning	172	6,049,618	2,598,442	-	2,598,442
Building Services	174	26,125,515	8,983,280	-	8,983,280
Law Library	176	1,272,612	372,049	-	372,049
District Patrol	182	28,177,358	28,177,358	-	28,177,358
Cooperative Library Services	184	43,660,350	34,687,027	-	34,687,027
West Slope Library	185	1,383,753	896,094	-	896,094
Sheriff's Contract Services	186	1,253,233	1,253,233	-	1,253,233
Community Corrections	188	22,524,546	20,710,073	-	20,710,073
Human Services	192	54,833,652	52,713,369	-	52,713,369
Oregon Health Plan	193	5,272,811	51,000	-	51,000
Mental Health HB 2145	194	1,574,390	-	-	-
Health Share of Oregon	195	16,686,085	12,309,000	-	12,309,000
Juvenile Grants	196	886,187	793,236	-	793,236
Juvenile Conciliation Services	197	708,691	538,921	-	538,921
Aging Services	198	5,459,602	4,808,898	-	4,808,898
Mental Health Crisis Services	199	7,558,313	5,224,048	-	5,224,048
County Fair Complex	200	4,761,745	2,940,704	-	2,940,704
Court Security	202	1,540,700	500,000	-	500,000
Strategic Investment Program	204	44,116,175	31,563,710	-	31,563,710
Tri-County Risk Reserve	207	10,500,000	-	-	-
Emergency Medical Services	208	1,594,536	599,956	-	599,956
Maintenance Improvement	212	318,866	40,079	-	40,079
Surveyor	216	1,651,352	676,545	-	676,545
Housing Services	218	10,320,729	10,025,458	-	10,025,458
HOME	220	3,630,384	3,630,384	-	3,630,384
Indirect Cost Recovery	222	22,798,257	22,798,257	-	22,798,257
Grants & Donations	224	2,378,178	2,378,178	-	2,378,178
Jail Commissary	226	848,940	207,500	-	207,500
Juvenile High Risk Prevention Funds	228	\$ 2,889,126	1,849,272	-	1,849,272

APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	PROPOSED EXPENDITURES	PROPOSED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
Building Equipment Replacement	232	\$ 5,722,653	2,211,135	-	2,211,135
LOL Administration	234	20,379,890	26,438,121	-	26,438,121
LOL Sheriff's Administration	234	1,354,782	-	-	-
LOL Law Enforcement	234	12,117,128	37,000	-	37,000
LOL Jail	234	2,954,198	-	-	-
LOL District Attorney	234	3,239,380	471,768	-	471,768
LOL Juvenile	234	1,637,534	8,000	-	8,000
LOL Community Corrections	234	4,572,735	-	-	-
Civil Forfeitures	238	322,589	5,632	-	5,632
Transient Lodging Tax	240	5,194,370	3,811,812	-	3,811,812
ITS Systems Replacement	242	1,462,874	937,646	-	937,646
Air Quality	244	1,312,956	835,479	-	835,479
General Obligation Bonds	304	4,383,208	4,378,107	-	4,378,107
Series 2016B FF&C	305	14,690,453	14,528,444	-	14,528,444
Miscellaneous Debt	306	7,228,807	7,194,771	-	7,194,771
2016 FF&C Facilities Capital Projects	353	9,996,758	147,735	-	147,735
ITS Capital Projects	354	5,967,556	4,477,579	-	4,477,579
Facilities Park SDC	355	89,018	13,045	-	13,045
Facilities Capital Projects	356	14,905,035	4,475,444	-	4,475,444
Parks & Open Spaces Opportunity	357	364,318	103,906	-	103,906
Emergency Communications System	359	38,311,751	581,002	-	581,002
Countywide Traffic Impact Fee	360	1,617,616	31,568	-	31,568
Major Streets Transportation Improvement	362	148,924,872	49,333,277	-	49,333,277
Road Capital Projects	368	21,827,579	11,483,657	-	11,483,657
Transportation Development Tax	374	53,670,648	7,394,148	-	7,394,148
North Bethany SDC	376	6,388,141	1,945,000	-	1,945,000
Bonny Slope West SDC	378	1,174,709	778,500	-	778,500
Event Center	380	42,503,018	4,244,212	-	4,244,212
Fleet Services	500	5,123,211	4,684,627	-	4,684,627
Fleet Replacement	502	16,590,245	5,959,012	-	5,959,012
Liability/Casualty Insurance	504	5,320,024	4,403,079	-	4,403,079
Life Insurance	506	627,055	476,944	-	476,944
Workers Compensation Insurance	508	3,603,761	1,699,661	-	1,699,661
Medical Insurance	510	36,874,325	35,277,856	-	35,277,856
Unemployment Insurance	512	805,297	71,659	-	71,659
Central Services	516	2,028,696	1,817,785	-	1,817,785
PERS Employer Stabilization	524	6,826,663	100,000	-	100,000
Total County Budget		<u>\$1,195,737,034</u>	<u>721,012,211</u>	<u>-</u>	<u>721,012,211</u>

APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	PROPOSED EXPENDITURES	PROPOSED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
Service Districts					
Enhanced Sheriff's Patrol District (ESPD)	210	\$ 39,298,890	26,766,817	-	26,766,817
Urban Road Maintenance District (URMD)	214	15,258,092	5,070,677	-	5,070,677
North Bethany County Service District for Roads	215	7,072,321	6,606,163	-	6,606,163
Service District for Lighting No. 1 (SDL No. 1)	434	\$ 2,906,872	1,939,500	-	1,939,500

PERMANENT POSITIONS

by Organization Unit

	Fund	Org Unit	Adopted 2016-17	Adopted 2017-18	Modified 2017-18	Proposed 2018-19
OPERATING BUDGET						
GENERAL GOVERNMENT						
Direct Services						
Board of Commissioners	100	1010	5.00	5.00	5.00	5.00
County Administrative Office	100	1510	12.88	12.88	13.00	13.00
County Counsel	100	2010	14.00	15.00	15.00	15.00
County Auditor	100	2510	3.00	3.00	3.00	3.00
Elections	100	3010	9.75	9.75	9.75	9.75
Assessment & Taxation	100	3020	97.00	101.00	101.00	105.00
Community Engagement	100	3110	4.00	5.00	5.00	5.00
County Emergency Management	100	3210	5.00	5.00	5.00	6.00
		Total Direct Services	150.63	156.63	156.75	161.75
Support Services						
Support Services Administration	100	3510	8.00	8.00	8.00	9.50
Finance	100	3515	17.00	16.00	16.00	17.00
Human Resources	100	3520	19.75	20.00	21.00	23.00
Information Technology Services	100	3525	73.00	77.00	77.00	81.00
Purchasing	100	3530	4.00	4.00	5.00	5.00
Facilities Management	100	3535	40.80	44.80	49.80	50.80
Fleet Services	500	3540	16.00	16.00	17.00	17.00
Central Services	516	3545	7.00	7.00	7.00	7.00
		Total Support Services	185.55	192.80	200.80	210.30
		GENERAL GOVERNMENT	336.18	349.43	357.55	372.05

PERMANENT POSITIONS

by Organization Unit

	Fund	Org Unit	Adopted 2016-17	Adopted 2017-18	Modified 2017-18	Proposed 2018-19
PUBLIC SAFETY & JUSTICE						
Sheriff's Office Administration	100	4010	34.75	33.75	33.75	34.00
Law Enforcement	100	4020	126.65	145.90	145.90	149.40
Jail	100	4030	177.50	180.50	188.50	192.50
District Attorney	100	4510	87.20	88.90	90.90	91.90
Juvenile	100	5010	38.50	38.50	38.50	39.00
Juvenile Administration	100	5030	11.50	11.50	11.50	11.50
Justice Court	100	8010	8.00	8.00	8.00	8.00
Law Library	176	8510	3.00	3.00	3.00	3.00
District Patrol	182	4020	138.60	139.60	139.60	140.60
Sheriff's Contract Services	186	4060	19.00	4.00	4.00	4.00
Community Corrections	188	5510	97.25	99.00	103.50	106.00
Juvenile Grants	196	5040	6.00	5.00	5.00	4.00
Juvenile Conciliation Services	197	5020	4.00	4.50	4.50	4.50
Jail Commissary	226	4030	1.00	1.00	1.00	1.00
Juvenile High Risk Prevention Funds	228	5050	12.50	12.50	12.50	11.00
LOL Sheriff's Administration	234	4010	7.00	7.00	7.00	7.00
LOL Law Enforcement	234	4020	59.25	60.25	60.25	61.75
LOL Jail	234	4030	15.50	14.50	14.50	14.50
LOL District Attorney	234	4510	21.00	23.30	23.30	23.30
LOL Juvenile	234	5010	9.50	9.50	9.50	9.50
LOL Community Corrections	234	5515	31.00	32.50	32.50	30.00
PUBLIC SAFETY & JUSTICE			908.70	922.70	937.20	946.45
LAND USE & TRANSPORTATION						
Long Range Planning	100	6010	26.22	26.22	26.22	26.22
Watermaster	100	9610	1.94	1.94	1.94	1.94
Engineering Services	168	6030	43.67	46.18	47.18	46.63
Administration	168	6040	18.00	18.00	18.00	18.60
Capital Project Management	168	6050	46.00	44.50	44.50	44.05
Operations & Maintenance	168	6060	103.00	103.00	103.00	105.00
Public Land Corner	170	6030	4.77	4.77	4.77	4.77
Current Planning	172	6020	21.28	23.08	23.08	23.08
Building Services	174	6020	59.51	63.72	63.72	63.72
Surveyor	216	6030	4.56	4.56	4.56	4.56
LAND USE & TRANSPORTATION			328.95	335.97	336.97	338.57

PERMANENT POSITIONS

by Organization Unit

	Fund	Org Unit	Adopted 2016-17	Adopted 2017-18	Modified 2017-18	Proposed 2018-19
HOUSING, HEALTH & HUMAN SERVICES						
Housing						
Community Development Block Grant	164	9010	4.53	4.53	4.53	5.28
Housing Services	218	6510	36.00	37.00	37.00	38.80
HOME	220	9020	1.17	1.17	1.17	1.17
Air Quality	244	9030	1.30	1.30	1.30	1.30
		Total Housing	43.00	44.00	44.00	46.55
Health & Human Services						
Public Health	100	7030	110.19	110.50	117.50	118.70
HHS Administration	100	7040	13.90	13.90	13.90	13.90
Animal Services	100	7090	25.00	24.00	24.00	25.00
Veteran Services	100	7510	9.45	10.45	10.45	10.45
Children, Youth & Families	166	7050	3.50	5.00	5.00	5.00
Human Services	192	7060	74.10	84.40	93.40	97.99
Health Share of Oregon	195	7085	26.40	26.60	35.10	31.81
Aging Services	198	7520	18.31	15.30	16.05	17.05
Emergency Medical Services	208	7010	2.60	2.60	2.60	2.60
		Total Health & Human Services	283.45	292.75	318.00	322.50
		HOUSING, HEALTH & HUMAN SERVICES	326.45	336.75	362.00	369.05
CULTURE, EDUCATION & RECREATION						
Parks	100	3560	7.00	8.00	8.00	8.00
Metzger Park	162	3560	0.20	0.20	0.20	0.20
Cooperative Library Services	184	9710	29.00	32.50	32.50	34.00
West Slope Library	185	9710	6.00	6.00	6.00	6.00
County Fair Complex	200	9810	9.31	9.65	9.65	8.65
		TOTAL CULTURE, EDUCATION & RECREATION	51.51	56.35	56.35	56.85
		TOTAL BUDGET	1,951.79	2,001.20	2,050.07	2,082.97

PERMANENT POSITIONS

by Fund and Org Unit

	Org Unit	FUND	Adopted 2016-17	Adopted 2017-18	Modified 2017-18	Proposed 2018-19
General Fund		100	990.98	1,028.49	1,052.61	1,078.56
Board of Commissioners	1010		5.00	5.00	5.00	5.00
County Administrative Office	1510		12.88	12.88	13.00	13.00
County Counsel	2010		14.00	15.00	15.00	15.00
County Auditor	2510		3.00	3.00	3.00	3.00
Elections	3010		9.75	9.75	9.75	9.75
Assessment & Taxation	3020		97.00	101.00	101.00	105.00
Community Engagement	3110		4.00	5.00	5.00	5.00
County Emergency Management	3210		5.00	5.00	5.00	6.00
Support Services Administration	3510		8.00	8.00	8.00	9.50
Finance	3515		17.00	16.00	16.00	17.00
Human Resources	3520		19.75	20.00	21.00	23.00
Information Technology Services	3525		73.00	77.00	77.00	81.00
Purchasing	3530		4.00	4.00	5.00	5.00
Facilities Management	3535		40.80	44.80	49.80	50.80
Sheriff's Office Administration	4010		34.75	33.75	33.75	34.00
Law Enforcement	4020		126.65	145.90	145.90	149.40
Jail	4030		177.50	180.50	188.50	192.50
District Attorney	4510		87.20	88.90	90.90	91.90
Juvenile	5010		38.50	38.50	38.50	39.00
Juvenile Administration	5030		11.50	11.50	11.50	11.50
Justice Court	8010		8.00	8.00	8.00	8.00
Long Range Planning	6010		26.22	26.22	26.22	26.22
Watermaster	9610		1.94	1.94	1.94	1.94
Public Health	7030		110.19	110.50	117.50	118.70
HHS Administration	7040		13.90	13.90	13.90	13.90
Animal Services	7090		25.00	24.00	24.00	25.00
Veteran Services	7510		9.45	10.45	10.45	10.45
Parks	3560		7.00	8.00	8.00	8.00
subtotal - General Fund		100	990.98	1,028.49	1,052.61	1,078.56

PERMANENT POSITIONS

by Fund and Org Unit

	<u>Org Unit</u>	<u>FUND</u>	<u>Adopted 2016-17</u>	<u>Adopted 2017-18</u>	<u>Modified 2017-18</u>	<u>Proposed 2018-19</u>
Metzger Park		162	0.20	0.20	0.20	0.20
Community Development Block Grant		164	4.53	4.53	4.53	5.28
Children, Youth & Families		166	3.50	5.00	5.00	5.00
Road Fund		168	210.67	211.68	212.68	214.28
Public Land Corner		170	4.77	4.77	4.77	4.77
Current Planning		172	21.28	23.08	23.08	23.08
Building Services		174	59.51	63.72	63.72	63.72
Law Library		176	3.00	3.00	3.00	3.00
District Patrol		182	138.60	139.60	139.60	140.60
Cooperative Library Services		184	29.00	32.50	32.50	34.00
West Slope Library		185	6.00	6.00	6.00	6.00
Sheriff's Contract Services		186	19.00	4.00	4.00	4.00
Community Corrections		188	97.25	99.00	103.50	106.00
Human Services		192	74.10	84.40	93.40	97.99
Health Share of Oregon		195	26.40	26.60	35.10	31.81
Juvenile Grants		196	6.00	5.00	5.00	4.00
Juvenile Conciliation Services		197	4.00	4.50	4.50	4.50
Aging Services		198	18.31	15.30	16.05	17.05
County Fair Complex		200	9.31	9.65	9.65	8.65
Emergency Medical Services		208	2.60	2.60	2.60	2.60
Surveyor		216	4.56	4.56	4.56	4.56
Housing Services		218	36.00	37.00	37.00	38.80
HOME		220	1.17	1.17	1.17	1.17
Jail Commissary		226	1.00	1.00	1.00	1.00
Juvenile High Risk Prevention Funds		228	12.50	12.50	12.50	11.00
Local Option Levy		234	143.25	147.05	147.05	146.05
Air Quality		244	1.30	1.30	1.30	1.30
Fleet Services		500	16.00	16.00	17.00	17.00
Central Services		516	7.00	7.00	7.00	7.00
Total			<u>1,951.79</u>	<u>2,001.20</u>	<u>2,050.07</u>	<u>2,082.97</u>

ASSESSED VALUE & PROPERTY TAXES

DESCRIPTION	Actual						PROJECTED
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
ASSESSED VALUE⁽¹⁾ NET OF URBAN RENEWAL EXCESS							
County	\$ 49,134,937,491	50,893,543,732	53,175,317,137	56,588,462,024	58,892,655,544	61,647,666,851	64,421,811,859
County - after	49,184,385,714	-	-	-	59,228,935,737	62,120,583,287	64,916,009,535
County - after 1/1/2013 (149)		50,975,829,129	53,325,861,950	56,814,442,240		62,340,647,387	65,145,976,519
ESPD	16,046,578,758	16,623,673,898	17,249,879,456	18,181,492,232	18,181,492,232	19,956,276,782	20,854,309,237
North Bethany CSDR	26,266,880	28,183,128	43,793,112	80,726,779	80,726,779	340,158,526	355,465,660
URMD	16,046,578,758	16,623,673,898	17,249,879,456	18,181,492,232	18,181,492,232	19,956,276,782	20,854,309,237
% CHANGE IN ASSESSED VALUE FROM PRIOR YEAR							
County	2.30%	3.58%	4.48%	6.42%	4.07%	4.68%	4.50%
County - after	2.34%	0.00%	0.00%	0.00%	4.88%	4.50%	4.50%
ESPD	3.25%	3.64%	4.61%	6.54%	4.63%	4.87%	4.50%
North Bethany CSDR	0.09%	7.30%	55.39%	84.34%	148.77%	69.38%	4.50%
URMD	3.25%	3.60%	3.77%	5.40%	4.83%	4.71%	4.50%
TAX RATES							
County - perm rate	\$ 2.2484	2.2484	2.2484	2.2484	2.2484	2.2484	2.2484
Public Safety - LOL ⁽³⁾	0.4200	0.4200	0.4200	0.4200	0.4200	0.4200	0.4200
WCCLS - LOL ⁽⁴⁾	0.1700	0.1700	0.1700	0.1700	0.2200	0.2200	0.2200
Bonds ⁽⁵⁾	0.1317	0.1292	-	-	0.0709	0.0700	0.0700
Total County	2.9701	2.9676	2.8384	2.8384	2.9593	2.9584	2.9584
ESPD - perm rate	0.6365	0.6365	0.6365	0.6365	0.6365	0.6365	0.6365
ESPD - LOL ⁽²⁾	0.5920	0.6800	0.6800	0.6800	0.6800	0.6800	0.6800
Total ESPD	1.2285	1.3165	1.3165	1.3165	1.3165	1.3165	1.3165
NBCSDR - perm rate	1.2500	1.2500	1.2500	1.2500	1.2500	1.2500	1.2500
URMD - perm rate	0.2456	0.2456	0.2456	0.2456	0.2456	0.2456	0.2456
TAXES LEVIED (includes compression loss and adjustments for tax computations)							
County - perm rate	110,475,319	114,428,512	119,560,091	127,234,011	132,415,432	138,608,207	144,845,595
Bonds ⁽⁵⁾	6,473,199	6,572,131	-	-	4,199,498	4,348,524	4,200,179
Additional taxes/penalties	736,095	1,061,393	1,133,391	957,489	939,016	1,257,110	1,257,110
subtotal - County before	117,684,614	122,062,036	120,693,483	128,191,500	137,553,946	144,213,841	150,302,884
Public safety ⁽³⁾ - after	20,569,616	21,167,358	22,179,218	23,603,851	24,736,596	25,931,392	27,091,386
WCCLS - LOL ⁽⁴⁾	8,325,797	8,567,740	8,977,303	9,553,940	12,957,265	13,583,110	14,222,860
subtotal - County after	28,895,413	29,735,098	31,156,521	33,157,790	37,693,861	39,514,502	41,314,246
Total County	146,580,026	151,797,135	151,850,004	161,349,290	175,247,806	183,728,343	191,617,129
ESPD - perm rate	10,213,646	10,580,971	10,979,548	11,572,522	12,131,031	12,702,171	13,273,770
ESPD - LOL ⁽²⁾	9,499,514	11,304,049	11,729,892	12,363,323	12,960,085	13,570,245	14,180,906
Additional taxes/penalties	2,171	20,563	26,601	9,038	27,255	52,790	52,790
Total ESPD	19,715,331	21,905,584	22,736,040	23,944,883	25,118,371	26,325,205	27,507,466
NBCSD - perm rate	32,834	35,229	54,741	100,909	251,031	425,196	444,330
Additional taxes/penalties	-	1,604	21,413	4,697	10,806	8,385	8,385
Total NBCSD \$	32,834	36,833	76,154	105,606	261,837	433,581	452,715
URMD - perm rate	3,941,042	4,082,777	4,236,572	4,465,375	4,680,884	4,901,264	5,121,821
Additional taxes/penalties	434	3,836	4,963	1,686	5,085	9,848	9,848
Total URMD \$	3,941,476	4,086,613	4,241,534	4,467,061	4,685,969	4,911,112	5,131,669
TAXES COLLECTED							
County - perm rate	105,481,834	108,867,286	114,299,447	121,597,544	126,403,771	133,063,879	139,051,771
Bonds ⁽⁵⁾	6,180,611	6,252,726	-	-	4,008,841	4,174,583	4,032,172
Additional taxes/penalties	702,824	1,009,809	1,083,522	915,072	896,384	1,206,826	1,206,826
subtotal - County before	112,365,269	116,129,821	115,382,969	122,512,616	131,308,997	138,445,288	144,290,768
Public safety ⁽³⁾ - after	19,639,869	20,138,625	21,203,333	22,558,200	23,613,555	24,894,136	26,007,731
WCCLS - LOL ⁽⁴⁾	7,949,471	8,151,348	8,582,301	9,130,700	12,369,005	13,039,786	13,653,945
subtotal - County after	27,589,340	28,289,973	29,785,634	31,688,900	35,982,559	37,933,922	39,661,676
Total County	139,954,609	144,419,794	145,168,603	154,201,517	167,291,556	176,379,210	183,952,444
ESPD - perm rate	9,751,989	10,066,736	10,496,448	11,059,859	11,580,282	12,194,084	12,742,819
ESPD - LOL ⁽²⁾	9,070,136	10,754,672	11,213,777	11,815,628	12,371,697	13,027,435	13,613,670
Additional taxes/penalties	2,073	19,564	25,430	8,638	26,018	50,678	50,678
Total ESPD	18,824,198	20,840,972	21,735,654	22,884,124	23,977,997	25,272,197	26,407,167

ASSESSED VALUE & PROPERTY TAXES

DESCRIPTION	Actual						PROJECTED
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
NBCSDD - <i>perm rate</i>	31,350	33,517	52,333	96,439	239,634	408,188	426,557
Additional taxes/penalties	-	1,526	20,471	4,489	10,315	8,049	8,049
Total NBCSD \$	31,350	35,043	72,803	100,928	249,950	416,238	434,606
URMD - <i>perm rate</i>	3,762,907	3,884,354	4,050,163	4,267,559	4,468,372	4,705,213	4,916,948
Additional taxes/penalties	415	3,650	4,744	1,611	4,854	9,454	9,454
Total URMD \$	3,763,321	3,888,003	4,054,907	4,269,170	4,473,226	4,714,668	4,926,402

⁽¹⁾ Actual AV (assessed value) is released by Assessment and Taxation in October of each year.

⁽²⁾ The ESPD local option levy was a dollar vs. rate levy; the *actual* rate/\$1,000 AV is determined when the *actual* AV is calculated, typically early October of each year. The above shows the *actual* calculated rate and taxes levy per the annual Summary of Assessment and Tax Roll for prior years, and an *estimated* rate calculated from the *estimated* AV for the upcoming budget year. From 2003-04 through 2007-08 the levy was \$6,150,000 each year; from 2008-09 through 2012-13 the levy is \$9,500,000.

In November 2012 voters approved the change from dollar based to rate base of \$0.68 local option rate levy. The new levy period is 2013-18. A new levy passed May 2017 with the \$0.68 rate. The new levy period is July 2018- June 2023.

⁽³⁾ Voters approved a renewal of the public safety local option levy in November 2006; the levy covers the 4-year period July 1, 2007 - June 30, 2011.

⁽⁴⁾ Voters approved the WCCLS local option levy in November 2006; the levy covers the 4-year period July 1, 2007 - June 30, 2011.

Voters approved a 5-year renewal of both the public safety and WCCLS local option levies; July 1, 2011 - June 30, 2016 is the levy period

Voters approved a 5-year renewal of the public safety levy and a \$0.22 WCCLS local option levy; July 1, 2016 - June 30, 2021 is the levy period

⁽⁵⁾ Voters originally approved the Criminal Justice Facilities bonds in September 1994 & were refinanced in October 2007; the bonds matured in Dec 2013. In May 2016 voters approved \$77 million in general obligation bonds for the emergency communications system (911); the bonds will be issued in July 2016 and mature in 2035.

⁽⁶⁾ Voters approved the formation of the district in May 2011.

DEBT OUTSTANDING

Washington County	Date of Issue	Date of Maturity	Amount Issued	Amount Outstanding as of July 1, 2018
General Obligation Bonds:				
Series 2016 A & B <i>Issued to provide funding for the expansion of, and upgrades to, the County's Emergency Communications System.</i>	7/21/2016	6/1/2035	\$ 77,000,000	73,995,000
Total General Obligation Bonds				73,995,000
Full Faith & Credit Obligations:				
Series 2004 <i>Issued to refinance the 1993 Certificates of Participation originally issued to provide funding for the completion of the Juvenile Justice/Law Library building, building of a new animal shelter, and completion of several information services</i>	5/15/2004	7/1/2018	3,925,000	350,000
Series 2013 Refunding <i>Issued to provide funding for the partial advance refunding of the Series 2006 New Money Full Faith & Credit Obligation bond issue.</i>	2/14/2013	6/1/2026	18,860,000	15,345,000
Series 2016 Refunding <i>Issued to provide funding for the partial advance refunding of the Series 2006 Refunding Full Faith & Credit Obligation bond issue.</i>	3/3/2016	6/1/2026	\$ 31,960,000	26,095,000
Series 2016 B <i>Issued to provide funding for capital projects related to County facilities, the building of an Events Center, and various Major Street Improvement Program projects.</i>	12/15/2016	3/1/2032	107,925,000	102,105,000
Total Full Faith & Credit Obligations				\$ 143,895,000

DEBT OUTSTANDING

Washington County	Date of Issue	Date of Maturity	Amount Issued	Amount Outstanding as of July 1, 2018
Contracts:				
US Department of the Interior - Hagg Lake <i>Issued to repay a portion of the development costs incurred by the Federal Government during the construction of Hagg Lake Park.</i>	3/1/1980	2/1/2029	\$ 1,111,273	245,223
Total Contracts				<u>245,223</u>
Notes:				
OEDD - Harkins House Expansion <i>Issued to provide funding for the construction of the Harkins House juvenile shelter.</i>	10/11/2000	12/1/2020	2,000,000	445,444
Total Notes				<u>445,444</u>
Capital Leases:				
Motorola Communications Tower <i>Issued to provide a new communications tower for the Washington County Consolidated Communications Agency.</i>	9/30/2011	10/1/2018	2,284,066	270,181
Total Capital Leases				<u>270,181</u>
Washington County Total Long-term Debt			\$	<u>218,850,848</u>

DEBT OUTSTANDING

Housing Authority of Washington County	Date of Issue	Date of Maturity	Amount Issued	Amount Outstanding as of July 1, 2018
Notes:				
Farmer's Home Administration (USDA) <i>Issued to purchase Kaybern Terrace (12 units of affordable housing) in North Plains.</i>	1/8/1988	2/1/2038	\$ 361,000	308,256
OCD Neighborhood Stabilization (0% interest) <i>Issued to purchase three housing units under Neighborhood Stabilization program.</i>	6/4/2010	None	648,753	648,573
Berkadia Commercial Mortgage, Aloha Park <i>Refinance of Aloha Park property</i>	9/27/2014	9/1/2049	2,107,100	1,997,908
OCD Home Loan, Amberwood <i>Assumed at time of purchase. Property was financed with this loan and the Series 2001A and 2001B revenue bonds.</i>	11/10/1995	10/15/2016	604,300	166,822
OCD Home Loan, Bonita Villa <i>Issued to finance improvements to the Bonita Villa affordable housing property.</i>	9/29/2003	6/30/2029	500,000	500,000
Washington County IGA 2009 <i>Issued by the County on behalf of the Housing Authority to provide funding for the refunding of the Series 1999A, 2001A, 2001B, and 2002A Revenue Bond issues.</i>	11/5/2019	7/1/2044	28,985,000	26,305,000
Total Notes				29,926,559
Housing Authority Total Long-term Debt				29,926,559
Combined Outstanding Debt			\$	248,777,407

DEBT OUTSTANDING

	Amount Outstanding as of July 1, 2018
Summary Totals	
Washington County General Obligation Bonds	\$ 73,995,000
Washington County General Full Faith & Credit Bonds	143,895,000
Total Bonds Outstanding	217,890,000
Washington County Contracts	245,223
Washington County Notes	445,444
Washington County Leases	270,181
Housing Authority Notes	29,926,559
Total Other Debt Outstanding	30,887,407
Combined Outstanding Debt	248,777,407
General Obligation Bonds	73,995,000
Full Faith & Credit Bonds	143,895,000
Contracts	245,223
Notes	445,444
Leases	270,181
Housing Authority	29,926,559
Total Other	174,782,407
Total Indebtedness	\$ 248,777,407

AGENDA

WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Consent – County Administrative Office (ALL CPOs)

Agenda Title: APPROVE THE 2018-19 BUDGET POLICY

Presented by: Robert Davis, County Administrator

SUMMARY:

Each year your Board approves a Budget Policy to provide guidance to departments in the development of the annual budget.

Consistent with past practices, the budget focuses on long-term stability for core services, maintaining an ending fund balance consistent with this policy and the allocation of General Fund resources toward programs that provide a Countywide benefit.

The annual transfers to MSTIP (Major Streets Transportation Improvement Program) and WCCLS (Washington County Cooperative Library System) are indexed to the annual change in assessed value. The Board of Commissioners maintains the discretion to modify the annual transfer amount as it deems necessary through the budget process. These two programs are not considered General Fund programs and the amount transferred to the respective special funds are not included in the General Fund reserve calculation.

Attachment: 2018-19 Budget Policy

COUNTY ADMINISTRATOR'S RECOMMENDATION:

Approve the 2018-19 Budget Policy.

APPROVED WASHINGTON COUNTY
BOARD OF COMMISSIONERS
MINUTE ORDER # 18-58
DATE 3-6-18
BY Barbara Hejmanek
CLERK OF THE BOARD

Agenda Item No.	<u>2.c.</u>
Date:	03/06/18

1. POLICY OVERVIEW

The County Strategic Plan provides the framework for budget preparation in terms of services, funding mechanisms and priorities for the allocation of discretionary resources. The Plan emphasizes the allocation of General Fund resources toward programs that provide a Countywide benefit. Consistent with past practices, the budget focuses on long-term stability for core services and maintaining an ending fund balance consistent with this policy.

2. GENERAL FUND PROGRAMS

- A. Overall Approach: The bottom-line goal is to limit the aggregated General Fund expenditure growth to approximately 6.5% for fiscal year 2018-19. This includes 4.0% to support existing expenditure levels and CPI adjustments plus another 2.5% for strategic investments in staff and services. This level of growth that can be supported by projected revenues and fund balance requirements.
- B. General Fund staffing levels are generally expected to reflect current (2017-18) levels. Staff reductions (including modifications to temporary positions and overtime) should be evaluated and pursued where feasible. Proposed budgets are to reflect any cost savings as a result of not filling vacant positions. Requests for additional General Fund position(s) will be evaluated on a case by case basis.
- C. Operating expenditures will be budgeted at a level required to maintain necessary and essential support for current service levels. Operating expenditures should be reviewed closely and reduced where feasible.
- D. Revenue Estimates: Department revenues will be budgeted based on the best information available at the time the budget is prepared. Limited or no growth in department revenues should generally be accompanied by adjustments in the requested expenditure level.
- E. New Revenue Sources: Departments will continue to pursue additional revenue sources where appropriate and feasible.
- F. Expenditure Reductions: Diminishing departmental revenues, declining fund balance or other factors may require a decrease in expenditures.
- G. Discretionary Funding: Allocation of discretionary resources by organization units will be based on the amount received in the current fiscal year. Discretionary resources that are not required to maintain current base service levels will revert to the General Fund reserves for future use.
- H. Programs Previously Supported by Serial Levies: Prior to the passage of Ballot Measures 47 and 50, the Washington County Cooperative Library System (WCCLS) and Major Streets Transportation Improvement Program (MSTIP), were supported by revenues from dedicated serial levies. Measure 50 eliminated these levies by combining them with the County permanent tax rate. The annual transfer to WCCLS and MSTIP will be adjusted by the percentage change in assessed value. These programs continue to function within the goals/intentions originally approved by the voters. These are not considered General Fund programs and the amounts transferred to the respective funds are not included in the General Fund reserve calculation.

3. SPECIAL FUND PROGRAMS

- A. Special fund staffing levels must be commensurate to available resources and approved service levels. Requests for additional positions funded by dedicated resources will be reviewed on a case-by-case basis along with the sustainability of the revenue source.
- B. Operating expenditures will be budgeted at a level required to maintain necessary and essential support for approved service levels.
- C. Revenue estimates will be based on the best information available at the time the budget is prepared.
- D. Special funds will continue to pursue new revenue sources where appropriate and feasible.
- E. Expenditure reductions: Diminishing revenues, declining fund balance or other factors may require a decrease in expenditures.
- F. General Fund transfers will be based on historical levels, unless otherwise recommended by the County Administrative Office.

4. INTERNAL COST RECOVERY

In order to clearly define the true cost of each direct service the County prepares a cost allocation plan. Departments provide input and review the annual plan. A second cost allocation plan is prepared for federal grant compliance purposes.

5. BUDGET MODIFICATIONS

The County Administrator may recommend modifications when appropriate in order to continue effective operations, provide adequate service levels, achieve cost savings or cost avoidance, and implement Board priorities.

6. LOCAL OPTION LEVIES

Local option levies are considered a special revenue funding (special fund) source and expenditures must conform with the language approved by the voters.

7. STRATEGIC INVESTMENTS

The County will continue to seek opportunities to make strategic investments in priority service areas, technology and other physical infrastructure as resources allow.

8. RESERVES, CONTINGENCIES AND FUND BALANCES

- A. General Fund Reserve/Contingency/Fund Balance: The General Fund reserve (beginning fund balance) and the Revenue Stabilization reserve fund are a critical and core element of the County's financial planning and fiscal stability. These reserves contribute to the preservation of the County's bond rating, meet cash flow requirements, accommodate cyclical variations in revenues, provide for unanticipated, intermittent or future planned expenditures, and minimize the need to rely on General Fund local operating levies for the long-term sustainability of programs and services.

The County's goal is to maintain a reserve that is a minimum of 20% of General Fund net revenues. The amounts transferred to MSTIP and WCCLS are excluded from the General Fund revenues for purposes of calculating the fund balance reserve (see 2.H).

The General Fund reserve will be allocated in the annual budget as follows:

- a) Approximately 6% will reside within departmental budget appropriations based on the assumption that aggregated departmental expenditures will be approximately 94% of budget, with 6% being unspent and a part of the fund balance at year-end, and
 - b) The remainder of the reserve will be distributed between the General Fund and the Revenue Stabilization Fund; a portion of the reserve may be unappropriated.
- B. Special Fund Reserves/Contingencies: The need for a reserve and/or contingency is dependent on the purpose of each fund. For many capital and non-operating funds it is necessary to maintain a reserve (fund balance) to meet long-term liabilities and construction or replacement schedules. Reserves for capital and non-operating funds may be appropriated or unappropriated depending on the individual fund's requirements. Operating funds may require reserves to meet operating obligations, future PERS liability, emergency requirements or other unanticipated needs. Reserves for operating funds should be appropriated in the fund's contingency.

9. STATE PROGRAMS

- A. Current state funding: State programs operated by the County will reflect the level of service attainable given the amount of funding provided. If state funding is reduced, there will be no increase in County General Fund resources unless mandated. When an increase is required, the department will make every effort to minimize the increase by considering alternate service delivery systems, and/or a return of the program to the state.

Where there are existing contributions being made to state programs, the impact of reducing the contribution to the lowest allowed by state/federal mandates will be considered. If a budgeted county contribution is above the minimum required by state/federal mandates, budget submittals should identify what the minimum is, justify the higher county contribution, and provide information about service impact if the contribution were to be reduced. Reductions will be incorporated into the department's requested budget whenever feasible.

- B. New state funding: New or increased state funding for existing or proposed programs will be considered based on local needs and requirements placed on the County by accepting the funding. Whenever possible, additional funding will first be used to reduce the General Fund contribution to existing programs. The ability of the state to commit to long-term funding that meets the County's full cost requirements will be an important consideration in any decision to accept additional funding for expansion of existing programs and/or initiation of new programs.
- C. System balance: This policy is not intended to preclude the use of County resources when the Board determines it necessary in order to provide a balanced service delivery system or meet other Board policies and priorities.

10. LOBBYING AND GRANT APPLICATIONS

- A. Approval to pursue: County Administrative Office (CAO) approval is required before appointed County representatives and employees pursue lobbying efforts on matters having budget implications, and before grant applications are submitted to the granting agency. Elected department heads should advise the County Administrative Office before official positions are taken on matters that might affect the County's budget or financial status. Board approval is required to accept grants of \$100,000 or more.
- B. In-kind contribution: Where matching funds are required for grant purposes, the priority is to use as much "in-kind" contributions as allowed rather than hard-dollar matches.

11. REIMBURSEMENT FOR DUES AND CONTINUING EDUCATION REQUIREMENTS

- A. Dues and licensing costs: Any costs incurred for positions that require a specific license or dues in order for the employee to perform assigned duties will be paid by the County. Examples include attorney bar dues, sanitarian and nursing dues, etc.
- B. Continuing education: Any costs incurred for positions that require continuing education in order for an employee to maintain the required license in 11.A. above will be paid by the County. Examples include state bar classes for attorneys, nurse practitioner continuing education requirements, etc.
- C. Reimbursements: Items A and B above are not intended to preclude the funding of dues, licensing and/or continuing education that are not specifically required by a job classification, but rather to affirm the funding of these costs when such a job classification requirement exists.

12. MID-YEAR REQUESTS, GENERAL FUND CONTINGENCY

- A. Non-emergency requests: In those cases where a department is faced with an unanticipated cost of a non-emergency nature that is beyond its control, every effort will first be made to use departmental resources prior to a transfer from General Fund contingency. Departmental budgets will be reviewed during the fiscal year for compliance with budget law. A transfer from contingency will be made to cover unavoidable costs that cannot be absorbed in the existing budget.
- B. Emergency requests: Emergency requests during the fiscal year will be submitted to the County Administrative Office for review and analysis and may be forwarded to the Board of Commissioners for their consideration.

13. **BUDGET CONTROLS**

- A. Legal compliance: Expenditure appropriations will be adopted at the organization unit level. In order to comply with local budget law, actual year-end expenditures cannot exceed appropriations for each organization unit.
- B. Administrative compliance is at the organization unit level. Consult with the CAO for any major program changes. Finance approval is required for any budget adjustments.

14. **CONTRIBUTIONS TO OUTSIDE AGENCIES**

Funding to Outside Agencies will be considered by the Budget Committee/Board if adequate resources are available, the use of funds for this purpose will not adversely impact County programs, and the allocation of resources is consistent with the Strategic Plan and other Board policies and priorities. Consideration of funding requests from an outside agency requires the submittal of written justification in advance of the budget hearings.

Should reductions in expenditures be necessary at any time in the future, consistent with the resource reduction strategy, funding to outside agencies will be considered prior to reductions in County programs.

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COUNTY STRATEGIC PLAN SUMMARY

Community Vision

Our vision is to be a prototype community for 21st Century America, reflecting the best of our community's achievements, diversity, values and its pioneering spirit.

Guiding Principles

- Honesty, flexibility and fairness
- Recognize the limits of our resources and promote sound business practices in meeting the priority needs of the community
- Innovation and use of technology
- Stewardship
- Honor and value public service
- Partnerships

Fundamental Principles

Washington County

- Primarily provides services of County-wide benefit
- Is one of many participants in the continuum of services
- Prioritizes services according to a finance plan
- Cannot be all things to all people; nor a government of last resort

Methods of Service Delivery

- Direct Service – directly provides service
- Partnerships – partners with others to provide services
- Supporting the Agenda – supports others' activities and initiatives

Countywide vs. Municipal Services

- County 2000 dictates that County-wide property tax dollars will be expended on those services that are of Countywide benefit and furthermore, that those services are to be provided on a prioritized basis according to the priorities of the community.
- Municipal services benefit specific sub-areas and groups within the County. Cities, geographically limited special districts, or user fees typically fund these services.

Organization Mission

Provide specific services within the bounds of resources and in a professional, efficient manner. We will honor the Constitution of the United States.

Traditional Service Strategies

General Government

- Employ technologies to improve overall effectiveness
- Service levels will be in proportion to the size of the organization
- Committed to effective citizen involvement
- Committed to prudent financial practices and operating within existing resources
- Maintain accurate and uniform property assessments
- Refinement of Support Services functions

Public Safety & Justice

- Support a base-level of countywide public safety and criminal justice services
- Services which are not of countywide benefit shall be funded by other mechanisms and not by a uniform countywide property tax
- Priority for investment is to remedy any imbalances in services that impact the public's safety and welfare, and the justice systems ability to respond at the necessary level
- Where found to be cost-effective, the development and use of a continuum of community sanctions and services to supervise juvenile and adult offenders should be maximized

COUNTY STRATEGIC PLAN SUMMARY

- Promote and support the development and implementation of a broad range of crime prevention measures
- Service delivery should be provided in a collaborative and cooperative effort

Land Use

- Careful land use planning inside the UGB (Urban Growth Boundary)
- Development within UGB must be accompanied by a full-range of urban level services in order for the County to approve an application and provide for design and environmental standards that enhance the quality of the development
- Committed to balancing individual property rights with neighborhood livability and the needs of the community as a whole
- Absent others, the County will provide planning services at a municipal level (current and long range)
- Current planning, land development and building programs will be self-sufficient with fees. Limited countywide resources are directed toward code enforcement and public assistance services.
- Long-range planning efforts will be redirected from performing regular updates of community plans toward maintaining and participating in various regional and state planning efforts and rules to manage growth and maintain quality of life
- The County shall assume a leadership role for land use and transportation planning to assure the various federal, state, regional and local mandates are met.

Housing

- Action will require partnerships with community groups as well as the private and public sectors; and that financing for these programs will come primarily from the creative packaging of federal, state and local non-General Fund sources
- The County recognizes the relationship between housing and economic development and providing housing options for people who work in our communities. The County supports modestly priced rentals and first-time ownership housing opportunities. The County believes these can be best provided in partnership with cities, and the private and nonprofit sectors. The primary role of the County is to be a coordinator in facilitating these partnerships through the use of tax exempt financing, expedited development review and approvals, monitoring and certifying levels of affordability, securing other state and local resources and providing technical assistance.
- County surplus property may also be made available for the development of affordable housing in partnership or as part of the public housing program of the County
- County recognizes the housing needs of the elderly and disabled. The County's goal is to advance persons to greater self-sufficiency whenever possible.
- County is committed to innovative solutions

Transportation – Capital Projects

- Transportation services will be focused on countywide transportation issues and projects, including:
 - ✓ Improvements to adopted countywide road system
 - ✓ Analysis of north-south traffic problems in the Tualatin-Hillsboro corridor
 - ✓ Promote and develop increased intra-county transit service
 - ✓ Foster energy-neutral modes of transportation, including: mass transit, light rail, carpooling, bicycling and walking
- Balance transportation planning by addressing growth in transportation requirements and still address issues of community livability and the environment
- Increase in funding is necessary if the major multi-modal regional and county projects are to be met
- Regularly update County Transportation Plan
- Implement a regional vehicle registration fee to fund necessary arterial improvements and new sources of revenue for local transit services should be considered; MSTIP should be sustained

Road Maintenance

- First, money is to be spent on state mandated road work, emergency repair and hazard elimination. Second, the money is to be allocated on general maintenance on County major road systems, including rural resource roads. Remaining funds are allocated towards reconstruction.

COUNTY STRATEGIC PLAN SUMMARY

- Enhanced level service will need to be addressed via alternate forms of funding
- Privatization and “least-cost” analysis will be continued and enhanced

Health and Human Services

- The County’s health and human services programs will emphasize prevention. Such programs include public education and information and treatment programs on such issues as: drug & alcohol abuse prevention; parenting & prenatal care; child abuse prevention; communicable disease prevention education; mental & emotional disturbances; developmental disabilities; and services for the elderly, veteran’s and disabled.
- The County will encourage visibility of health and human service issues, including services within and beyond the scope of our service continuum
- To the extent additional General Funds are available; the County will increase investment in health and human services
- The County will focus on individuals and families in greatest need
- The County will focus on collaborative opportunities with private and nonprofit partners
- Every effort will be made to purchase services that can be effectively provided by the private sector or nonprofit
- Emphasis will be placed on user fees that support the level of service provided
- Continue to advocate for stability in the continuum of federal and state resources
- Animal control to be funded by fees assessed to pet owners

Culture, Education & Recreation

- There is a continual demand for increased cultural, educational and recreational programs and facilities. However, given the priority assigned to other County services, there is a lack of resources to meet these demands. These services will need to be funded through increased reliance on fees or other non-General Fund sources.
- Washington County is not traditionally in the parks business. Hagg Lake improvements will need to balance accessibility to residents with environmental concerns. Costs will be funded by dedicated sources other than general fund discretionary resources.
- Continual emphasis on coordination with cities, special districts and Metro to assure collective goals are met
- Cooperative Library Services will provide support services to local libraries and to provide direct service to special populations
- In concert with OSU Extension, the County will maximize the application of limited resources in promoting the continued vitality of the Washington County agricultural community
- The Fairplex is a multipurpose, year-round event and conference facility. Fair and event revenues and grants will finance future development plans.
- The County commits through advocacy, coordination and technical assistance, to further the level of educational excellence
 - ✓ Provide school districts current demographic information
 - ✓ Involved in projects to improve the review and impact analysis of individual development applications from school districts

Other Strategies

Citizen Involvement

The County supports the following citizen involvement mechanisms:

<u>Community-based</u>	<u>Citizen-based</u>	<u>Media/information based</u>
Access to public officials	CPO/CCI	TVCA
Board Meetings	Neighborhood Associations	Publications
Public Hearings	Advisory Boards	Press Release
Polling	Task Forces	Documents
Elections	Focus Groups	

Livability and Environment

Highlights of the County’s efforts and policy positions in terms of livability and the environment:

COUNTY STRATEGIC PLAN SUMMARY

- Support of the Urban Growth Boundary – County’s development philosophy states that development inside the UGB must be accompanied with a full range of urban level services in order for the County to approve the application. In addition, the development must provide for design and environmental standards that enhance the quality of the development. The Board will unequivocally oppose the expansion of the UGB before its required thresholds are met.
- Aspiration for a balanced transportation system – The Transportation plan recognizes the automobile as the primary mode of transportation, while calling for strong transit, demand management, and bicycle and pedestrian elements to complement, and, in some cases, substitute for improvements to the roadway system.
- Support of land trust acquisition and planning – The County’s inventory of land should be reviewed for potential greenway and park sites
- Solid Waste management planning
- Enhancement of water quality (Clean Water Services)

Economic Development

In terms of direct service, the County’s role is limited to providing the basic governmental services. These services provide the infrastructure that makes economic development possible. The County will also partner with other organizations to provide economic development coordination, marketing, business recruitment and business retention. The County may provide limited financial support to countywide or regional economic development agencies or programs. Finally the County will take the lead in facilitating the development of a coordinated economic development plan for the County as a whole.

Annexation

- Cities are recognized as the ultimate municipal service provider. As opposed to stating a specific deadline for the withdrawal of municipal services and forcing the solution, the County determined that when annexation and/or incorporation occurred, practicality and resident interest would drive the timeline. Residents who are requested to annex shall continue to enjoy the opportunity to vote on annexation pursuant to their statutory rights. The exception (double majority) accomplishes the same end for typically small scale annexations or unoccupied property by requiring written approval of over 50% of registered voters and 50 percent of property owners.
- The County will maintain the following service strategies until annexation/incorporation takes place: ESPD, URMD and minimum funding of land use planning services.

Internal Organizational Development

The County’s organizational development strategy is composed of three main sections:

- Leadership section focuses on values, mission, goals and objectives; addresses the value and responsibility of public service and ethical standards
- Human resources management plan focuses on supporting and empowering the individual employee and the organization through a wide range of systems and supports to improve the work environment, promote staff development and ensure fair and equitable treatment
- Management practices focuses on policy development, communication, organizational structure, goal setting and performance evaluation

Financial Plan

The financial plan represents two key elements: Resource Allocation Strategy and the Resource Reduction Strategy.

Resource Allocation Strategy

County 2000 distinguishes between services of Countywide benefit and municipal services.

- Countywide services are to be funded by a broad-based revenue structure. Further distinctions are made between those Countywide services that are to be funded primarily by the General Fund and those Countywide services that are to be funded primarily by special revenue.
- Another distinction is made between those General Fund supported Countywide services that, to the extent additional resources are available, are slated for growth in General Fund support and those that will receive constant or decreasing General Fund support. Priority will be given to: a) funding Health & Human Services

COUNTY STRATEGIC PLAN SUMMARY

programs and b) strategic investments in the Public Safety & Justice System to remedy any imbalances. The remaining Countywide services will receive steady or decreasing General Fund support.

Resource Reduction Strategy

1. General Philosophy – To the extent possible, across-the-board reductions will be avoided. The goal is to reduce the quantity of services, not the quality.
2. Resource Reduction Priorities – The County will begin with category 1 and proceed to other categories as required.
 1. Elimination of General Fund “block grant” support for outside agencies that are not funded by dedicated resources
 2. Moderate service level reductions will be proposed on a case-by-case basis; these reductions will focus on reducing General Fund support
 3. Major new sources of discretionary revenue will be evaluated
 4. Major program reductions will be proposed
 - First are program reductions that will reduce discretionary expenses beginning with: a) culture, education and recreation; b) base level of Sheriff's Patrol and c) certain planning and survey programs. Second level reductions would be pursued in Health & Human Services and Public Safety & Justice.
 - The County may also evaluate returning state programs
 5. A reduced County work week
 6. Protection from debt and obligations through authorized restructuring.

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READER'S GUIDE

ORGANIZATION OF THE BUDGET DOCUMENT

A budget, as defined by Oregon state law, is a “*financial plan containing estimates of revenues and expenditures for a single fiscal year.*” Local governments have the option of budgeting on a 24-month biennial period, or by fiscal year.

Washington County operates, and budgets, on a fiscal year beginning July 1 and ending the following June 30. Budgeting requires local governments to evaluate plans and priorities in light of the financial resources available to meet those needs.

The County budget is organized based on the following hierarchy:

- Functional Area
- Fund
- Organization Unit
- Program

This Budget Summary document is divided into sections as follows:

County Organization

Budget Message

The County organization documents the Commissioner Districts, budget committees and organizational chart of the County. The County Administrator’s budget message contains information that assists the Budget Committee and the public in understanding the budget. State statute requires the budget message to contain a brief description of the financial policies reflected in the budget as well as proposed changes from the prior year’s budget and any major changes. Key Initiative & Issues highlight areas of specific concern and are included in this section.

Budget Overview

Summary information includes an overview of the County budget, General Fund overview and discretionary revenue information.

Operating Budget

This section includes those functional areas that provide services directly to the community or to another part of the County organization. These functional areas cover General Government; Public Safety & Justice; Land Use & Transportation; Housing, Health & Human Services; Culture, Education & Recreation; and Non-departmental. Budget Detail tables and analysis is included for each organization unit. All County employees are accounted for in the operating budget.

Capital Budget

Facilities & Technology, Transportation and Culture, Education & Recreation capital projects are included in the capital budget section.

Non-Operating Budget

Includes Debt and Other Financing, Risk Management/Insurance, Replacement/Reserves and Miscellaneous. This budget accounts for those activities that provide internal support to the entire County organization.

Service Districts

The Enhanced Sheriff Patrol District (ESPD), Urban Road Maintenance District (URMD), North Bethany County Service District for Roads (North Bethany CSDR) and Service District for Lighting No.1 (SDL No. 1) are all under the authority of the Board of County Commissioners.

Summary Schedules and Supplementary Information

The Summary Schedules present the budget by category and fund for revenues, expenditures, full-time equivalent employees (FTE), assessed value & property taxes and debt outstanding as of July 1. The Supplementary Information includes the Budget Policy, County Strategic Plan Summary, Reader’s Guide and Glossary.

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BUDGET PROCESS

The County's annual budget process is guided by Oregon's Local Budget Law which requires the following:

- An annual budget be adopted prior to the beginning of the fiscal year (July 1) to which it applies;
- There must be notification of public meetings when the budget will be discussed; and
- That there is opportunity for public input; and a summary of the budget must be published in a local newspaper prior to adoption.

Budget Calendar

July – August	Finance drafts calendar; begins working on Cost Allocation Plan
September – February	Departments work on their budgets
March – mid April	County Administrative Office and departments review and analyze requested budgets
April	Proposed budget documents are compiled and printed
May	Budget Committee convenes for two public meetings
June	Board of County Commissioner's considers adoption of the approved budget
July	Adopted budget becomes effective

Budget Committee

A quorum of the Budget Committee (comprised of the Board of Commissioners and five lay (citizen) representatives must approve the levying of property taxes at the time the budget is approved, and the Board of Commissioners must do the same at the time of adoption. All Budget Committee meetings are open to the public and are advertised as such. Advertisements of the public hearing prior to the Board of Commissioners adoption include a summary of the budget as approved by the Budget Committee.

Budget Basis

Washington County's financial reports are prepared following the guidelines recommended by the Government Finance Officers Association (GFOA) of the United States and Canada. The proposed budget described herein substantially conforms to Generally Accepted Accounting Principles (GAAP). The County's budget is prepared under the modified basis of accounting.

Under the modified accrual basis of accounting, revenues are recorded at the time they become measurable and available and expenditures are recognized at the time the liabilities are incurred.

For financial reporting purposes governmental fund types (general fund, special revenue funds, debt service funds and capital project funds) are accounted for on the modified accrual basis of accounting.

The accrual basis of accounting is used for financial reporting of proprietary fund types (internal service funds and enterprise funds) and for the government-wide financial statements required by the County's requirements. Under the accrual basis of accounting, revenues are recorded at the time they are earned and expenditures are recorded at the time liabilities are incurred. The measurement focus of the proprietary funds is on the flow of economic resources. The difference between the methods used for budgetary versus financial reporting primarily affects the accounting for depreciation and capital outlay.

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Expenditures are appropriated by organization unit for each fund. These appropriations establish the level of control for each organization unit and may not be over-expended. Most operating funds also include an appropriation for contingency. Expenditures cannot be made against this appropriation without additional Board actions (see Budget Adjustments below). All appropriations lapse at the end of each fiscal year.

Budget Adjustments

Oregon Local Budget Law sets forth procedures to be followed to amend the budget as events occur after budget adoption. The type of event determines the procedure to be followed.

The adopted budget appropriates contingencies in each fund to be used at the discretion of the governing body. In most cases adjustments can be accommodated by transferring appropriations from fund contingencies or from the General Fund to other funds. Oregon Local Budget law allows for the Board of Commissioners to make such adjustments at a regularly scheduled meeting. Should a transfer from contingency exceed 15% of fund appropriations, or the County need to increase appropriations due to additional revenue, the law provides for the following two types of supplemental budget processes:

1. If the increase is less than 10% of the fund, the Board of Commissioners may approve a resolution and order adopting the supplemental budget at a regularly scheduled meeting. Prior to the meeting, specific details of the supplemental budget must be published in a local newspaper.
2. If the increase is 10% or more of a fund, the Board must first hold a public hearing prior to approving a resolution and order. Published notice of the supplemental budget and public hearing are required.

Adopted and Modified Budget

The analysis in the Budget Detail pages is prepared based on the proposed budgets for the upcoming fiscal year compared to the current fiscal year budget as modified for any Board approved budget adjustments through mid-April.

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CITIZEN BOARDS AND COMMISSIONS

Several hundred County volunteers serve in advisory roles to the Board of County Commissioners; their terms typically run 2-4 years in length. Vacancies for the various boards and commissions listed below are announced periodically by the Board on the County's website at <https://www.co.washington.or.us/BOC/> and advertised in local newspapers.

Aging & Veteran Services Advisory Committee. This committee advises the department on policy, programs and actions affecting the delivery of services and generally serves as an advocate for veterans and the elderly.

Audit Committee. This committee is charged with overseeing the financial reporting and disclosure of the County's external financial audits. The committee consists of one County Board Commissioner and four citizen members.

Behavioral Health Council. This council identifies community needs, recommends funding priorities and helps select and evaluate service providers. The County's emphasis on contracting with community agencies for social services makes the work of this volunteer advisory council critical.

Board of Property Tax Appeals. Taxpayers may have their property values on the current tax roll reviewed by this committee. Additionally, this board may consider penalties assessed for late filing of real and personal property returns and has statutory authority to order values and penalties reduced or sustained.

Budget Committee. The Board of County Commissioners and five lay (citizen) members, appointed by the Board, make up the Budget Committee. This committee is tasked with reviewing and, if necessary, revising the proposed budget submitted annually by the County Administrative Office.

Civil Service Commission. This commission is responsible for ensuring the proper administration of the Civil Service Act, which includes the areas of classification allocation, testing, appointment and protection of employee rights. Commission members also serve in an advisory role for the County's affirmative action program.

Cultural Coalition of Washington County. The Coalition administers state funds distributed to Washington County from the Oregon Cultural Trust, and then distributes funds through a competitive grant process to Washington County-based cultural organizations to address priorities identified in the Washington County Cultural Plan.

Developmental Disabilities Council. This council identifies community needs and advises on program development, planning, monitoring and funding issues. The membership is comprised of service recipients, advocates, professionals and providers.

Emergency Medical Services Advisory Council. This council reviews, advises and makes policy and operational/technical recommendations to the Board of County Commissioners and the County EMS Office on improvements in the delivery of Emergency Medical Services in Washington County.

Fair Board. This seven member board is responsible for the business and financial management of the annual Washington County Fair.

Fairgrounds Advisory Committee. This nine member committee provides input on the priorities and development of the Washington County Fairgrounds Master Plan.

Farm Review Board. This board meets annually to discuss and approve farmland rentals and property value information used to determine property taxes on specially assessed farm lands.

Homeless Plan Advisory Committee. This committee provides oversight to the implementation of the 10-Year Plan to End Homelessness through partnership building, determining resources and funding, and promoting vision and leadership of the County plan.

Housing Advisory Committee. Nine representatives from real estate, banking, building, agriculture, employment, public housing and neighborhoods advise the Department of Housing Services and Board of Commissioners on affordable housing issues in Washington County.

CITIZEN BOARDS AND COMMISSIONS

Housing Authority Board of Directors. This is the legal entity that owns properties, which are operated by the Department of Housing Services. It is composed of the Washington County Board of Commissioners plus two additional members: one resident assisted by the Housing Authority; one member At-Large.

Metzger Park Advisory Board. This advisory board oversees the Metzger Park LID (Local Improvement District) located near Tigard. Park maintenance needs and administrative issues are brought before this board.

Mountain Creek Road Local Improvement District Citizen Advisory Board. This advisory board oversees the Mountain Creek Road LID (Local Improvement District). The role of this board is to administer the LID, including determining where and how collected funds should be spent.

North Bethany County Service District for Roads Budget Committee. The committee represents this specific urban unincorporated area in Washington County and is responsible for reviewing the annual budgets for this Service District.

Park and Recreation Advisory Board. Members of this board provide advice on the maintenance, operations, and capital development needs of Scoggins Valley Park/Henry Hagg Lake.

Planning Commission. Nine appointed members advise the Board of Commissioners on land use and transportation planning issues, conduct public hearings and make recommendations to the Board on comprehensive plan and community development ordinances.

Public Health Advisory Council. This council advises the Board of Commissioners in its role as the Board of Health for Washington County, makes recommendations to the Board and the Public Health Division Manager on health matters, and serves as a liaison between the community and the Board on public health issues.

Public Safety Coordinating Council. The council's primary responsibility is to encourage development of coordinated policy and funding decisions that address adult and juvenile offenders as well as ways to prevent criminal involvement by youth.

Rainbow Lane Special Road District Board. The board represents this special road district in Washington County and advises the Board of Commissioners and County staff on road maintenance issues for Rainbow Lane and Patricia Lane.

Rural Roads Operations & Maintenance Advisory Committee. This committee studies rural road operations and maintenance concerns in Washington County, works with County staff to develop program and funding alternatives and makes recommendations to the Board of Commissioners.

Solid Waste Advisory Committee. Nine appointed members make recommendations on solid waste and recycling policy and programs. This committee works with County staff to review the regulatory framework that governs solid waste collection including rate setting, code and administrative rule development, and public education and outreach strategies

Urban Roads Maintenance District/Enhanced Sheriff's Patrol District/North Bethany County Service District for Roads/Service District for Lighting #1 Budget Committees. These committees represent the urban unincorporated areas in Washington County and are responsible for reviewing the annual budgets for these Service Districts.

Urban Roads Maintenance District Advisory Committee. This committee advises the Board and staff on matters related to road maintenance provided in unincorporated areas. This includes review of service levels, recommendations of the annual work program and the effectiveness and efficiencies of the Urban Road Maintenance District.

West Slope Community Library Board. The board provides input on general library policy, rules and regulations, and makes recommendations regarding the management of the West Slope Library.

GLOSSARY

COMMONLY USED ACRONYMS

AFSCME	American Federation of State, County and Municipal Employees
A&T	Assessment and Taxation
AV	Assessed Valuation
CAO	County Administrative Office
CCI	Committee for Citizen Involvement
CDBG	Community Development Block Grant
CER	Culture, Education & Recreation
CPO	Citizen Participation Organization
CWS	Clean Water Services
DARE	Drug Abuse Resistance Education
ESPD	Enhanced Sheriff's Patrol District
FA	Functional Area
FEMA	Federal Emergency Management Administration
FOPPO	Federation of Oregon Parole and Probation Officers
FTE	Full-time Equivalent Employee
GAAP	Generally Accepted Accounting Principles
GFOA	Government Finance Officer's Association
GG	General Government
GIS	Geographic Information System
INTERCEPT	Inter-agency Child Exploitation Prevention Team
HHS	Health & Human Services
LID	Local Improvement District
LOL	Local Option Levy
LUT	Land Use & Transportation
MHUCC	Mental Health Urgent Care Center
MSTIP	Major Streets Transportation Improvement Program
ONA	Oregon Nurse Association
OTIA	Oregon Transportation Investment Act
PERS	Public Employees Retirement System
PSJ	Public Safety & Justice
SDC	System Development Charge
SDL	Service District for Lighting
SIP	Strategic Investment Program
TDT	Transportation Development Tax
TMS	Teamsters
UGB	Urban Growth Boundary
URMD	Urban Road Maintenance District
WCCCA	Washington County Consolidated Communications Agency
WCCLS	Washington County Cooperative Library Services
WCPOA	Washington County Police Officers Association
WISARD	Washington County Information System and Resource Database

GLOSSARY

COMMONLY USED TERMS

ACCOUNT	A classification of expenditure or revenue. Example: "postage" is an account in the Materials & Services category of expenditures.
ADA	American Disability Act recognizes and protects the civil rights of people with disabilities and is modeled after earlier landmark laws prohibiting discrimination on the basis of race and gender. ADA covers a wide range of disability, from physical conditions affecting mobility, stamina, sight, hearing and speech to conditions such as emotional illness and learning disorders. ADA addresses access to the workplace (title I), state and local government services (title II), and places of public accommodation and commercial facilities (title III).
AD VALOREM TAX	Tax based on the assessed value of a property. <i>Also see Assessed Value.</i>
ADOPTED BUDGET	Approved legal spending plan for a fiscal year. In Washington County, the Board of Commissioners is responsible for adopting an approved budget.
APPROPRIATION	An authorization granted by a legislative body to spend public funds for specific purposes. An appropriation usually is time-limited and must be expended before the deadline.
APPROPRIATION EXPENDITURE	An expenditure chargeable to an appropriation.
APPROVED BUDGET	The budget is approved as a result of the Budget Committees' deliberations and is submitted to the Board of Commissioners for revision and adoption.
ASSESSED VALUATION	A valuation set upon real estate or other property by government as a basis for levying taxes.
BEGINNING BALANCE	Unrestricted working capital (resources) on hand at the end of the fiscal year, available to fund the next year's operations. Typically, the fund balance is derived from actual revenues received less actual expenditures.
BUDGET	Written report showing the local government's comprehensive financial plan for one fiscal year. Must include a balanced statement of actual revenues and expenditures during each of the last two years budgeted revenues and expenditures for the current and upcoming year.
BUDGET COMMITTEE	Fiscal planning board of a local government, consisting of the governing body plus an equal number of legal voters from the County. The has the following budget committees: Washington County/SDL No. 1, ESPD/URMD and North Bethany CSDR.
BUDGET MESSAGE	Written explanation of the budget and the local government's financial priorities from the executive officer or chairman of the governing body.
BUDGET OFFICER	The budget officer, or the person or department designated by charter and acting as budget officer, shall prepare or supervise the preparation of the budget document. The budget officer shall act under the direction of the executive officer of the municipal corporation

GLOSSARY

CAPITAL BUDGET	The County's budget for projects, major repairs and improvements or additions to the County's fixed assets (streets, sidewalks, roads, sewers, parks and buildings).
CAPITAL EXPENDITURES	An expenditure of high monetary value that results in the creation or revitalization of a fixed asset.
CAPITAL OUTLAY	Items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment or buildings. Items costing \$5,000 or more are included in the Capital Outlay expenditure category.
CAPITAL PROJECT	A program itemizing the County's acquisitions, additions and improvements to fixed assets, including buildings, building improvements and land purchases.
CONTINGENCY	A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.
CONTRACTED SERVICES	Services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.
COST ACCOUNTING	Method of accounting which provides for the assembling and recording of all cost elements incurred to accomplish a purpose, carry on an activity or operation, or complete a unit of work or a specific job.
COUNTY ELECTIONS OFFICER	County clerk or registrar of elections.
COUNTY 2000 PLAN	Policy document developed by the County Board of Commissioners that created a service delivery system and finance plan. The plan distinguishes between municipal and Countywide services in an attempt to achieve tax and expenditure equity.
COUNTYWIDE PROGRAMS	Programs that benefit all areas of the County.
CURRENT REVENUE	Revenues of a governmental unit which are available to meet expenditures of the current fiscal year.
DEBT SERVICE	Interest and principal on outstanding bonds due and payable during the fiscal year.
DEBT SERVICE FUND	Established to account for the accumulation of resources and for the payment of general long-term debt principal and interest.
DELINQUENT TAXES	Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or cancelled, the unpaid balances continue to be delinquent until abated, cancelled, paid or converted into tax liens.
DEPARTMENT	An organization device used by County management to group programs of like nature.
DEPARTMENTAL RESOURCES	Resources directly attributable to departmental efforts/activities or are otherwise required to be allocated to specific activities or purposes; also referred to as "dedicated" resources.

GLOSSARY

DISCRETIONARY RESOURCES	The primary source of funds over which the governing body has options regarding the activities/purposes to which they are allocated. This spending is optional, in contrast to departmental resources or appropriations (expenditures).
EARMARKED FUNDS	Revenues, such as a particular tax, designated by statute or constitution for specific purpose.
EMPLOYEE BENEFITS & TAXES	Amounts paid on behalf of employees; these amounts are not included in their gross salary. They are fringe benefit payments, and, while not paid directly to employees, they are nevertheless a part of compensation. Examples are (1) group health or life insurance payments, (2) contributions to employee retirement, (3) social security taxes, and (4) workers compensation and unemployment insurance payments.
ENCUMBRANCE	Amount of money committed and set aside, but not yet expended, for the purchases of public goods or services.
ENHANCED SHERIFF'S PATROL DISTRICT (ESPD)	County service district formed under the provisions of Oregon Revised Statutes, Chapter 451, and first approved by the voters in the 1987-88 fiscal year. The district provides an enhanced level of sheriff patrol in the urban unincorporated area of the County and is funded by a \$0.6365 permanent tax rate and has its own board of directors (acting through the County Board of Commissioners).
EXPENDITURE	Designates the cost of goods delivered or services rendered whether paid or unpaid.
FEES	Charges for specific services levied by local government in connection with providing a service, permitting an activity or imposing a fine or penalty. Major types of fees include business and non-business licenses, fines, and user charges.
FISCAL YEAR	Twelve-month period for which a budget is prepared. The County's fiscal year is July 1 to June 30.
FIXED ASSET	An asset of a long-term character such as land, buildings, furniture and other equipment with a unit value of \$5,000 or more.
FULL-TIME EQUIVALENT (FTE)	The ratio of time expended in a part-time position to that of a full-time position. The ratio is derived by dividing the amount of employed time required in the part-time position by the amount of employed time required in a corresponding full-time position.
FUNCTIONAL AREA	A group of related activities aimed at accomplishing a major service for which a governmental unit is responsible. Public Safety & Justice is a functional area, which includes the Sheriff's Office, District Attorney, and Community Corrections.
FUND	A sum of money or other resources set aside for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. A fund is a distinct financial or fiscal entity.
FUND BALANCE	The balance of net financial resources that are spendable or available for appropriation.

GLOSSARY

GENERAL FUND	The main operating fund of the County accounting for expenditures and revenues for Countywide activities. The bulk of the property tax rate is represented by this fund.
GEOGRAPHIC INFORMATION SYSTEM (GIS)	An organized collection of computer hardware, software geographic data and personnel designed to capture, store, update, analyze, display and distribute spatially referenced data.
GOVERNING BODY	County Court, Board of Commissioners, City Council, School Board, Board of Trustees, Board of Directors or other governing board of a local government unit.
GRANT	A contribution from one governmental unit to another, usually made for a specific purpose and time period.
INTERGOVERNMENTAL REVENUES	Revenue received from other governments, such as fiscal aids, shared taxes and reimbursements for services.
INTERNAL SERVICE FUND	Consists of organizations created to perform specified services for other County departments. The services performed are charged to the using department.
LOCAL GOVERNMENT	Any city, county, port, school district, public or quasi-public corporation (including a municipal utility or dock commission) operated by a separate board or commission.
LOCAL OPTION TAX	Voter-approved tax that is levied in addition to the taxes generated by the permanent tax rate. Local option taxes can be for general operations, a specific purpose or capital project. The tax is limited to five years unless they are for a capital project, then they are limited to the useful life of the project or ten years, whichever is less.
MATERIALS & SERVICES	Accounts which establish expenditures for the operating expenses of County departments and programs. These accounts are numbered from 512XX to 51999.
MUNICIPAL SERVICES	An enhanced level of services that benefit a specific geographical area or target population that is smaller than the Countywide area or population.
NORTH BETHANY COUNTY SERVICE DISTRICT FOR ROADS (North Bethany CSDR)	The North Bethany County Service District for Roads was approved by voters in May 2011. The District is authorized a permanent property tax rate of up to \$1.25 per \$1,000 assessed value to pay a portion of the cost of constructing roads to serve the North Bethany area. Additional funding is anticipated to come from a developer paid supplemental system development charge, developer paid transportation development taxes and other transportation funds.
OBJECT	As used in an expenditure classification, a term that applies to the article purchased or the service obtained.
ORDINANCE	Written directive or act of a governing body that has the full force and effect of law within the local government's boundaries, provided it does not conflict with a state statute or constitutional provision. <i>Also see Resolution.</i>
ORGANIZATIONAL UNIT	Any administrative subdivision of the local government, especially one charged with carrying on one or more specific functions (such as a department, office or division).
OTHER CHARGES	Accounts which establish expenditures for expenses other than salary or operations, such as debt service.

GLOSSARY

PER CAPITA	Amount per individual.
PERMANENT RATE	The maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate can be used for any purpose. No action of the local government can increase the permanent rate.
PROGRAM	A group of related activities to accomplish a major service or function for which the local government is responsible.
PROGRAM EVALUATION CRITERIA	A matrix of questions used to evaluate County programs to determine if the program should continue within the County service system. The matrix uses criteria such as: (1) is the service duplicated by others? (2) is the service mandated? (3) is the service controllable by the County?; etc.
PROPOSED BUDGET	Financial and operating program prepared by the Budget Officer, submitted to the public and the Budget Committee for review.
REAL PROPERTY	Land and attached structures.
REIMBURSEMENT	Payment received for services/supplies expended for another institution, agency or person.
RESERVE	An account that records a portion of the fund balance which must be segregated for some future use and which is, therefore, restricted for future appropriation or expenditure.
RESOLUTION	An order of a governing body. Requires less legal formality and has lower legal status than an ordinance. Statutes or charter will specify which actions must be by ordinance and which may be by resolution.
RESOURCES	All the means of financing a budget (beginning balance, miscellaneous revenues) except for encumbered or general reserves.
REVENUE	Money received to finance ongoing County governmental services (e.g., property taxes, charges for service, licenses and permits).
SALARIES AND EMPLOYEE BENEFITS	Accounts which establish all expenditures for employee-related costs.
SCHEDULE	A listing of financial data in a form and manner prescribed by the state.
SHARED TAXES	Taxes collected by one level of government and distributed in whole or part to other levels according to a formula.
SPECIAL DISTRICT	Independent unit of local government generally organized to perform a single function (e.g., street lighting, road maintenance, parks, fire departments).
SUBVENTION	Provision for assistance or financial support, usually from a higher governmental unit.
SUPPLEMENTAL BUDGET	Prepared to meet unexpected needs or to spend revenues not anticipated at time regular budget was adopted; cannot be used to authorize a tax levy.

GLOSSARY

TAX LEVY	Amount of tax dollars raised by the imposition of the tax rate on the assessed valuation.
TAX RATE	The rate per one thousand dollars of the assessed valuation base necessary to produce the tax levy.
TAXES	Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.
TRANSFERS	Amounts distributed from one fund to finance activities in another fund; shown as an expenditure in the originating fund and a revenue in the receiving fund.
UNAPPROPRIATED ENDING FUND BALANCE	Amount set aside in the budget to be used as a cash carryover to the next years budget, to provide the local government with a needed cash flow until tax money is received from the County Treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget.
UNINCORPORATED AREA	The areas of the County outside city boundaries.
URBAN ROAD MAINTENANCE SERVICE DISTRICT (URMD)	This County service district was formed under the provisions of Oregon Revised Statutes, Chapter 451. This District provides an enhanced level of local road maintenance to the urban unincorporated area of the County.
WISARD	Washington County Information System and Resource Database. The County's automated financial and human resources management system implemented in 2001.

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